**APPENDIX A**

**Minutes of Swillington Village Council meeting held on Tuesday the 1st of October 2019 at 7.30 pm at the Village Hall.**

**Present** Cllrs Smith (Chairman), Williams, Coleman, Crossley-Rudd and Dunkerley.

Village Clerk Diane Brown

2 members of the public were in attendance

**Agenda**

**19.77 Apologies**

Were received from Cllrs Woodhead, Young and Carriss- Wright

**19.78 To receive any amended declarations of interest from members**

None received.

**19.79 To identify any items for discussion that may require the exclusion of the press and public**.

There were none

**19.80 To approve the minutes of the Council Meeting of the 3rd of September 2019.**

**It was resolved to approve the minutes of the 3rd of September 2019.**

**19.81 To receive reports from**

**a) Local Community Policing Team**

There was no report received or attendance from the team.

**b) Public Rights of Way Footpath Warden**

The Chair read out the rights of way report for September which was positive with no problems being identified.

**c) Children’s Playgrounds/ Litter Picker**

Cllr Williams gave an update as to his weekly checks on the playground. There is an issue with broken glass and fly tipping which has been reported to Leeds CC for action.

The Litter Picker had not sent in her timesheet and the Clerk will contact her to request it.

**d) Allotments Representative**

Cllr Donson was not at the meeting and had not sent in a report.

**e) Swillington Education Charity Representative**

Cllr Judith Woodhead was not at the meeting and the Chair gave an update on the recent actions of the Charity. The Charity will meet again on the 22nd of October. It is hoped that all monies will be allocated to qualifying applications by the end of the current year, allowing the charity to be closed.

**f) Village Hall Reporting – All relevant aspects**

Cllr Judith Woodhead was not at the meeting and the Chair updated the meeting. The problems identified at the last meeting regarding the maintenance of the grounds directly outside with the Village Hall are to be discussed at a meeting with staff from Swillington Primary School on Friday the 4th of October.

**g) Speed Indicator Updates (SID’s)**

Cllr Coleman updated the meeting regarding September speeding statistics

**h) Report from the Chair- Copy distributed prior to the meeting**

This report was discussed and noted.

**i) September Delegated Expenditure**

There was none.

**19.82 NALC-Policy Consultation E-Briefing 09-19 Independent Review into Local Government Audit- To consider and decide**

This was discussed and noted. It was agreed that the Clerk would respond to the survey.

**19.83 Installation of electric car charging points – To consider and decide**

There is a grant available to help with the costs of providing car charging points. This was discussed but the main sticking point was where to locate a charging point. It was agreed that the Miners Welfare Club car park could be a suitable site and to give details of this project to the management of the club for their consideration.

**19.84 YLCA Branch Meeting – To consider and decide.**

The Chair updated the meeting as to the usual arrangements for the YLCA branch meeting which usually take place in Horsforth. Councils have been asked if they would like to host future meetings which take place three times per year. **It was resolved to offer the Village Hall as a suitable place for the branch meetings from 2020.**

**19.85 Tackling Climate Change- To consider and decide**

The problems associated with climate change are worrying and all organisations are being pressed to do what they can to help. Whenever possible the Council recycle, and all used paper and printer cartridges are for example recycled. A discussion took place as to what the Council could do as a further commitment to being environmentally friendly. The problems with air pollution from cars around schools was raised and it was agreed that the Clerk would write to the school asking what was being done to alleviate this problem here in Swillington.

**19.86 YLCA one day Conference Update- For information**

This was discussed and noted.  
**19.87 Highways and Transportation Planned Maintenance of Local Roads for 2020/21 to 2022/23- For information**

The Chair asked councillors to consider what roads surfaces they felt needed attention in the Village and to add them to the list. She had already contacted Leeds CC requesting the addition of roads not already included in the maintenance programme.

**19.88 Christmas 2019 Preparation- For information**  
It was agreed to repeat the usual successful event planning of previous years.

**19.89 To receive any information on the following on going issues and decide further action where necessary**

**a) Parking on Hill Crest.**

The work to repair the damage done to the verge is being completed.

**b) Flexible Planning Church Lane- Illegal Flue**

This is still ongoing with no sign of any positive resolution. The Clerk will contact Leeds CC as there is a possibility that the deadline of the enforcement notice will pass without any action being taken.

**c) Land at the rear of Church Crescent Allotments**

The matter is on-going, and the resident concerned has been given till the 14th of October to remove his vehicle and fencing.

**d) Enforcement Notification 19/00336/UOPS3**

This matter is on-going.

**e) Steps at Scott Close**

LCC have indicated that work is to start on the steps late November, this will continue to be an agenda item until the longstanding works are completed.

**f) Capital Projects**

The Chair updated the meeting regarding the quotes receive for lowering the ceiling in the Village Hall. A discussion ensued as to the possibility of decorating the Village Hall once the ceiling has been lowered. This would have budget implications and will be reviewed.

**(g) Banking Mandate Change**

This is the final element to be completed for the change of title of the Council. The Clerk will contact the bank for an update.

**(h) Website and mobile application implications**.

The Council is awaiting more information from its website provider as to the action that needs to be taken and any subsequent costs.

**(i) Leeds Local Plan**

The stages of the implementation of the Plan has been discussed previously. This latest update was discussed and noted.

*At this point the Chair asked for permission to continue the meeting after 9.00pm. Permission was granted.*

**19.90 To receive and consider any current planning proposals.   
(a) Planning applications 19/05185/LI/E and 1905184/FUE/E**

Both applications refer to the same development which is the demolition of a listed building at Newsam Green and the erection of a new dwelling. The Village Council has concerns regarding the demolition of a listed building and asked the Clerk to contact Leeds CC and request further details before deciding its stance on this application.

**a) September 2019 accounting statements have been reconciled to the village council bank statements and presented to the Council.**

The payments totalling £2114.85 were agreed and initialled by all Cllrs present and then authorised by the Chair.

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| --- | --- | --- | --- |
| Date | Payee | Reason for Expenditure | Amount |
| 03/09/2019 | Cllr Jacqui Smith | Chair Expenses | £89.68 |
| 04/09/2019 | ICO | Information Commission subscription | £35.00 |
| 06/09/2019 | The Village Hall | Hire of the hall | £93.75 |
| 23/09/2019 | HMRC | Tax | £458.01 |
| 27/09/2019 | 3 members of staff | Salaries | £1,306.92 |
| 27/09/2019 | Diane Brown | Clerk expenses | £131.49 |

**b) Budget 2019/20**

The budget for 2019/20 was discussed **and it was resolved that this was an accurate forecast of the coming year.**

**19.91 To receive any other correspondence and communications and any further meetings attended by Members and the Clerk.**The Clerk stated that the general advice to councillors on handling intimidation from the Local Government Association should have been on the agenda and had been omitted. It will be on the November Agenda.

**19.92 To consider and agree dates of the next meeting of the Council.**

The next meeting of the Village Council will be on Tuesday the 5th of November.

This part of the meeting ended at 9.05 pm.

**Public Participation**

Items discussed included;

* Incomplete footpath repairs, this item was raised by Cllr Williams. The Chair will take photos with a description so that the Clerk can refer it to Leeds CC.

The meeting closed at 9.15 pm.

**Diane Brown**

Village Clerk and Responsible Financial Officer Swillington Village Council

Signed by Cllr Jacqui Smith Chair Swillington Village Council

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