**APPENDIX A**

**Minutes of Swillington Village Council meeting held on Tuesday the 1st of June 2021 at 7.30 pm.**

**Councillors in attendance** Cllrs Smith (Chairman), Young, Knox, Williams, Coleman, Crossley-Rudd, Dunkerley and Fox.

Village Clerk Diane Brown

There were four members of the public in attendance.

**Agenda**

The Chair welcomed everyone to the meeting, the first physical one since March 2020.

**21.38 Apologies**

Were received from Cllr Carris-Wright

**21.39To receive any amended declarations of interest from members.**

None received.

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

There were none**.**

**21.41 To approve the minutes of the Council Meeting of the 4th of May.**

**It was resolved to approve the minutes of the 4th of May 2021****.**

**21.42 To receive reports from**

**a) Local Community Policing Team**

A report was not received in time for the meeting but was received the following day and published.

**b) Public Rights of Way**

The Footpath Report was discussed and has been sent to Leeds CC for action. The Chair highlighted the issue of flooding on Path 14 which has yet to be resolved and has been reported to the Footpaths Department of Leeds CC again. There was more fly tipping. The Chair stated that she had been in communication with Bob Buckenham, footpaths Officer, with regards to a fallen tree which is blocking a footpath and recent developments on path 26.

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

Cllr Williams had provided a playground report. He said that the roundabout had been checked but was still stiff, this has been reported to the playground contractor. The litter pickers report had been received and there were no issues to note.

**d) Allotments Representative**

Cllr Young had distributed his report prior to the meeting. The untidy plot at the Church crescent site previously reported, remains untidy and the Clerk will contact the allotment holder concerned giving a deadline for improvement. Cllr Young also stated that one of the Allotment holders on the Lane wanted to reduce the size of his allotment. A discussion took place as to whether the unwanted part of the plot was big enough to cultivate. It was agreed that those on the waiting list would be contacted to determine if anyone would like a smaller plot.

**e) Swillington Educational Charity Representative**

Cllr Knox stated that there had not been any meetings, but one application form had been requested.

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

 The Chair said that the toilets at the Village Hall had been refurbished and that the decoration would be the next task when funds allowed. There is to be a meeting of the village Hall Committee on the 8th of June, details were given to Cllr Knox as the Village Hall Council representative.

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

Cllr Coleman updated the meeting with the latest developments regarding the SIDs and speeding statistics.

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

This report was noted and accepted.

**i) May Delegated Expenditure**

There was none.

**21.43 Grant application from Litter Free Swillington- To consider and decide.**

The application was discussed, **and it was resolved to give the requested funds of £294.12 to the group.**

**21.44 The continuance of the Power of Competence -To consider and decide.**

As Swillington Village Council continues to be eligible for the Power of Competence by having at least to thirds of its Councillors elected and having a qualified Clerk**. It was resolved to continue this power.**

**21.45 The review of the Financial Regulations- To consider and decide.**

The Chair outlined the progress made regarding the review of the Financial Regulations. There are still some anomalies which need to be looked at and the Chair asked if this matter could be referred to the next meeting which was agreed.

**21.46 Community projects for 2021/22- To consider and decide.**

Swillington Village Council endeavour to ensure all projects which are embarked upon properly serve the community. A discussion took place as to the projects for the forthcoming year. Cllr Crossley-Rudd stated that the area in front of the school could be tidied up and perhaps planted. It is not known whether the land is owned by the School or Highways and Cllr Crossley-Rudd said that she would find out. A wild flower verge for this area was discussed, and the possibility of seating now that the flower boxes have been dismantled. It was agreed that the topic of community projects would be discussed further and will be an agenda item next month.

**21.46 Guidance for owners and operators of urban centres, public spaces and managing playgrounds and outdoor gyms- For information.**

Information on this issue had been sent to the Council by the YLCA. It had been sent to all councillors for their information. The Chair updated the meeting as to how this information affected Swillington.

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

**(a) Hanging Baskets 2021/22**

The Chair updated the meeting stating that the baskets had been delivered, erected and the contract for their watering had been arranged. The baskets have been paid for and look good.

(**b) A63 Cycle Way**

The Council received an update on the 17th of May stating that no progress had been made. The Clerk will continue to request updates in time for future meetings.

**(c) The holding of meetings post, 6th May 2021.**

Meetings are now being held physically in line with Government instruction. Any further updates received will be noted and acted upon to ensure compliance.

**(d) Speed bumps Project**

The Chair updated the meeting with regards to this project with the Miners Welfare Club to help with a speeding reduction initiative to prevent accidents.

**21.47 To receive and consider any current planning proposals.**There was none.

**21.48 Financial information to receive and consider the financial accounts**.

**a) May 2021 accounting statements have been reconciled to the Village Council bank statements and presented to the Council.**

**b) The payments totalling £ 10,004.15 were agreed and the budget for 2021/22, as at the end of May was agreed. Both agreements were resolved by all Cllrs.**

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| **Payee** | **Reason for Expenditure** | **Amount** |
| **Associated Waste** | **Waste removal village hall** | **£28.36** |
| **Vision ICT** | **Operation Menai Bridge** | **£42.00** |
| **A. Fox Services**  | **Playground work** | **£95.00** |
| **Vision ICT** | **Email hosting** | **£106.80** |
| **YLCA** | **Training** | **£22.50** |
| **HMRC** | **Tax and NI** | **£235.46** |
| **ARC Property Services** | **Village Hall refurbishment** | **£8250.00** |
| **Salaries** | **3 members of staff** | **£1159.19** |
| **Village Clerk** | **Expenses** | **£64.84** |

**21.49 To receive any other correspondence and communications and any further meetings attended by Members and the Clerk.**

Cllr Knox had attended new councillor training which he said was useful. All councillors were reminded of the importance of training for their roles and responsibilities as councillors.

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

The next meeting of the Village Council will be on Tuesday the 6th of July.

This part of the meeting closed at 8.45 pm.

**Public Participation**

Items discussed included.

* Untidy allotment at Swillington Lane, as we have a waiting list it was agreed that a deadline of two weeks would be given to the allotment’s holder in question.
* An ongoing enforcement issue which is still causing problems for residents. The Clerk will contact the officer concerned at Leeds CC Planning, Enforcement division, for an update.
* Cllr Crossley- Rudd stated that a resident had been in touch asking if a memory bench could be erected in the village. He had said that he would pay for the bench. Cllr Crossley-Rudd said she would contact this person to take the issue forward.

The meeting closed at 8.55 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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