**APPENDIX A**

**Minutes of Swillington Village Council meeting held on Tuesday the 7th of July 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 two members of the public in attendance.

**Agenda**

The Chair welcomed everyone to the meeting.

**21.51 Apologies**

Were received from Cllr Carris-Wright

**21.52To receive any amended declarations of interest from members.**

None received.

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

There were none**.**

**21.54 To approve the minutes of the Council Meeting of the 1st of June 2021.**

**It was resolved to approve the minutes of the 1st of June 2021****.**

**21.55 To receive reports from**

**a) Local Community Policing Team**

The report was received and discussed. It has been tweeted and put on the website.

**b) Public Rights of Way**

The Footpath Report was discussed and has been sent to Leeds CC for action. Swillington Village Council remains concerned about the flooding on footpath 14 which has been reported on numerous occasions to Leeds CC. The overflowing litter bin at the picnic area at Mount Pleasant was reported by the Chair and was emptied on the same day. It was suggested that an improved litter collection process was considered to aid this going forward.

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

Cllr Williams has resigned as representative for the playground and until a new one is in post the Chair has been completing the playground checks. The Litter Picker had sent in her report, there were no issues identified but she had alerted the Chair to vandalism to the Zip Wire seat which was discussed later in the meeting.

**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 which will be followed up by an eviction notice if no progress is made. A plot on the Lane site is also untidy and the Clerk was instructed to contact the Plot Holder informing them of action should they not tidy the plot.

Cllr Young stated that there remain issues with car and trailer parking on the Lane which is deemed as a health and safety issue. It was further agreed that the rules should be changed as there had been reported infringements of the Law on Allotments which states*,” a general prohibition of any TRADE our BUSINESS being conducted on the allotments or any part thereof. An allotment by its very definition must be used wholly or mainly for the cultivation of vegetables or fruit crops for consumption by the Tenant or his family only.*

*In accordance with The Law Of Allotments 5th Edition (Revised).”*

It was agreed that the Clerk will change the rules to incorporate a vehicle ban and the prohibition of the commercial sale of allotment produce. This will be discussed at the September 2021 meeting.

**e) Swillington Educational Charity Representative**

Cllr Knox updated the meeting regarding the recent meeting of the Charity and progress made with the granting of applications. There had been two applications discussed one had been agreed and the other for a Defibrillator made by Swillington School had not. However, item 12 on the Agenda was to discuss the purchase of another defibrillator to be installed on the external wall of the Village Hall which could be used by the School and users of the Village Hall.

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

Cllr Knox updated the meeting regarding the recent Village Hall Committee meeting. He stated that there had been issues with the boiler, but this had been solved as the boiler was under warranty. The Chair is currently in the process of getting three quotes to replace the floor and Margaret Best of the Village hall Committee is obtaining quotes for new radiators, it is hoped that grant funding can be secured to pay for both these projects. The Village Hall Committee is also trying to source a plasterer for a small plastering job following the refurbishment of the toilets.

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

Cllr Coleman updated the meeting with the latest developments regarding the SIDs and speeding statistics. Cllr Coleman reported some progress in that a new site for the movement of SID2 had been agreed.

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

This report was noted and accepted.

**i) June Delegated Expenditure**

There was none.

**21.56 Children’s Playground Representative - To consider and decide.**

Cllr Coleman volunteered to complete this role and the Chair thanked him.

**21.57 Replacement Children’s Playground Roundabout -To consider and decide.**

The current roundabout in the playground requires replacing. Quotes have been obtained for two options, to either replace it with the same type or to replace with a wheelchair friendly one which is more expensive. It was agreed that it would be better for inclusive play if a wheelchair friendly one could be purchased. Further quotes will be obtained, and the Clerk will try to source external funding to help pay for it. It was agreed that the clerk would be paid extra hours if needed to complete this task. It was also agreed to accept a quote of £525 to pay for the damaged Zip Wire equipment. It was agreed that it is disappointing to see this level of vandalism and further steps would need to be considered if the vandalism continued.

**21.58 The review of dog controls and smoking in play areas - To consider and decide.**

This was discussed and it was agreed to purchase another sign which states that no dogs are allowed in the playground.

**21.59 Changes to the Allotment Rules- To consider and decide.**

This had already been discussed under item 21.55 (d).

**21.60 Swillington Village Council Investment Strategy – To consider and decide.**

The Village Council’s Financial regulations state that the Council should have an Investment Strategy. An Investment policy had been produced by the Clerk and all Councillors had received a copy. **It was resolved to adopt the policy.**

**21.61 Three Year Budgeting Strategy- To consider and decide.**

**It was resolved to adopt the three-year budgeting strategy as produced by the Clerk.**

**21.62 Leeds City Council Fostering (Foster4 Leeds) partnership request- To consider and decide.**

This was discussed and it was agreed that the Village Council agreed of the request to support the scheme. The Chair stated that she would make contact and discuss.

**21.63 Defibrillator for the Village Hall-To consider and decide.**

The Chair stated that it would be a good idea to have another defibrillator on the Village Hall external wall. She had investigated costings and outlined them. It was agreed to go with the option of best value whether it be a grant for £999 towards the cost or to purchase one and reclaim the VAT. Cllr Dunkerley stated that Swillington Common needed a defibrillator too and the siting of it was discussed. **The principle of purchasing two defibrillators was resolved and further details would be discussed at the September meeting.**

**21.64 The Queens Platinum Jubilee Celebrations- To consider and decide.**

The Chair gave details of the plans for this historic occasion, and it was agreed that it would be good for Swillington to mark this event. The planning of an event would be discussed further at the September meeting.

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

**(a) Financial Regulations**

**It was resolved to adopt the updated Financial Regulations.**

(**b) A63 Cycle Way**

The Council is bitterly disappointed to learn that the promised cycle way was not going ahead. The Council has not been officially informed and Ward Cllr Mark Dobson is to investigate the reasons for this and report back to the Council.

**(c) Community projects 2021/22.**

The purchase of two defibrillators and matched funding for a roundabout for the playground will be the community projects for 2021/22. Cllr Crossley-Rudd updated the meeting regarding a wild flower verge project.

**(d) Speed bumps Project**

The Chair updated the meeting, no progress has been made and she will contact the Secretary of the Miners welfare Club to discuss.

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

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

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

**b) The payments totalling £ 7,311.35 were agreed and the budget for 2021/22, as at the end of June was resolved.**

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| **Payee** | **Reason For Expenditure** | **Amount** |
| **HAGSSMP** | **Playground repair** | **£1,066.50** |
| **G. White** | **Hanging baskets** | **£1,720.00** |
| **YLCA** | **Training** | **£48.00** |
| **Litter Free Swillington** | **Grant** | **£294.12** |
| **A. Fox Services** | **Footpath cutting** | **£965.00** |
| **Swillington Village Hall** | **Hall hire** | **£18.75** |
| **Associated Waste** | **Waste disposal** | **£49.81** |
| **A.J.Tarpey** | **Watering hanging baskets** | **£1,600.00** |
| **HMRC** | **Tax and NI** | **£224.99** |
| **Salaries** | **Three employees** | **£1,224.56** |
| **Diane Brown** | **Clerk’s expenses** | **£38.34** |
| **Cllr Jacqui Smith** | **Chair’s expenses** | **£61.28** |

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

Cllr Fox is to go on new councillor training at the end of July.

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

There is no meeting in August and the next meeting of the Village Council will be on Tuesday the 7th of September.

This part of the meeting closed at 9.00 pm.

**Public Participation**

Items discussed included.

* Fly tipping Astley Lane
* Parking Woodland Drive
* Planning and Environmental issues on Swillington Lane.

The meeting closed at 9.10 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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