**APPENDIX A**

**Minutes of Swillington Village Council meeting held on Tuesday the 7th of September 2021 at 7.30 pm.**

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

Village Clerk Diane Brown

There was one member of the public in attendance.

**Agenda**

The Chair welcomed everyone to the meeting.

**21.70 Apologies**

Were received from Cllr Coleman

**21.71To receive any amended declarations of interest from members.**

None received.

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

There were none**.**

**21.73 To approve the minutes of the Council Meeting of the 7th of July 2021.**

**It was resolved to approve the minutes of the 7th of July 2021****.**

**21.74 To receive reports from**

**a) Local Community Policing Team**

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

**b) Public Rights of Way**

The Footpath Report was discussed and has been sent to Leeds CC for action.

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

Cllr Coleman was not at the meeting but had sent in his report. The zip wire seat has yet to be replaced as the contractor is awaiting the parts. The litter bin in the playground is being continually vandalised and it was agreed to purchase another with fire proof elements. The Clerk had obtained information as to the best litter bin to purchase and it **was resolved to purchase one from Glasdon Ltd at a cost of £481.00.**

The litter Picker had sent in her report and there were no matters arising.

**d) Allotments Representative**

Cllr Young had distributed his report prior to the meeting. He discussed the issues raised and that he hoped that once all known issues currently being actioned were resolved, that the management of the allotment sites would be easier.

**e) Swillington Educational Charity Representative**

Cllr Knox stated that there had not been any meetings and therefore there was nothing to report.

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

Cllr Knox updated the meeting regarding recent activity. The Village Hall is being well used and there has been a surge in bookings. The Chair has submitted a bid for grant funding for further refurbishment works to the interior of the Village Hall building.

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

Cllr Coleman was not a meeting and owing to a technical issue has been unable to download information from the SIDs and there was therefore no report for August.

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

This report was noted and accepted.

**i) July/August Delegated Expenditure**

There was none.

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

**It was resolved to adopt the updated Allotment Rules.**

**21.76 YLCA Remote Conference 17th and 18th September 2021 -To consider and decide.**

The details of the conference had been emailed to all councillors. The YLCA is to cancel the event if there are not enough attendees.

**21.77 National Resilience Strategy Call for Evidence -To consider and decide.**

A National Resilience Strategy is required to document the importance of a resilient society. The issues currently facing the UK need consideration for future generations. The consultation closes at the Cabinet office on the 27th of September. It was agreed that the Chair and Cllrs Knox and Young would meet and discuss this issue to formulate a response prior to the deadline.

**21.78 Bank Mandate Review - To consider and decide.**

The bank signatories for Swillington Village Council have changed. These changes should be reflected in a formal document known as the Bank Mandate. The Chair said that she would contact the bank to request one.

**21.79 Christmas 2021- To consider and decide.**

It was agreed that the usual Christmas festivities would take place which sadly owing to the Pandemic had to be cancelled in December 2020. It was agreed to purchase improved foodstuffs for the event. The switch on of the Christmas lights will be Tuesday the 16th of November.

**21.80 A Place and well-being in Local Government – For information**

This information from the National association of Local Councils was distributed to all Councillors. This document explains the need for improved policies crucial for post-pandemic recovery. This information was discussed and noted.

**21.81 Changes to the Planning System – For Information.**

This informationwas discussed and noted.

**21.82 Land at Hollinholme, Swillington Lane, Swillington- Judgement from the Secretary of State- For information.**

This was discussed and noted.

**21.83 Annual Governance and Accountability Return, Section 21.83 WY00075 2020/21 Section 3 External Auditor Report- For information.**

The Chair announced that the Council had passed its external audit for 2020/21. The audited Council’s accounts are available free of charge for inspection by the public.

**21.84 HM Land Registry (HMLR) Parish Land Survey- For information.**

This was discussed and noted.

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

**(a) Roundabout for the Children’s Playground.**

This has not been progressed owing to the Clerk taking annual leave but will be progressed in September.

**(b) Zip Wire Seat- Children’s Playground.**

This was discussed under item 21.74 c.

(**b) A63 Cycle Way**

Leeds CC state that they are committed to this project and are looking for grant funding to finance it. This will continue to be an agenda item.

**(c) Defibrillator Progress.**

The Chair updated the meeting regarding her progress made for the purchase and installation of two defibrillators one at Swillington Common and the other on the external wall of the Village Hall. Finding a suitable installation site with electrical power and public access is proving difficult at Swillington Common.

**(d) Speed bumps Project**

The Chair updated the meeting regarding progress with the joint project with Swillington Sports and Social Club Ltd, (formerly Swillington Miners Club).

**21.86 To receive and consider any current planning proposals.   
(a) 21/047381/LI/E. Listed building repairs Swillington House**

**(b) 21/06047/FU/E Installation of a handrail at St Mary’s Church**

**(c) 21/06042/FU/E 3 Woodland Drive**

The applications above were discussed, and no objections were raised to them.

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

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

**b) The payments totalling £ 3,650.58 were agreed and the budget for 2021/22, as at the end of July were resolved.**

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| **Payee** | **Reason For Expenditure** | **Amount** |
| **PP/PRS** | **Music License** | **£189.30** |
| **CISWO** | **Lease payment** | **£898.20** |
| **Associated Waste** | **Waste collection** | **£52.10** |
| **Brian Lowe** | **Weedkiller** | **£35.00** |
| **Village Hall** | **July and September room hire** | **£37.50** |
| **YLCA** | **New councillor training** | **£60.00** |
| **Diane Brown** | **Clerk’s expenses** | **£55.08** |
| **I.P.I** | **Playground check** | **£96.00** |
| **A.Fox Services** | **Footpath cutting** | **£295.00** |
| **Staff costs** | **3 staff members** | **£1,343.95** |
| **HMRC** | **Tax and NI** | **£228.37** |
| **PKF Littlejohn** | **External Audit** | **£360.00** |

**The Payments totalling £1,550.16 were also agreed and the budget for 2021/22, as at the end of August were resolved.**

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| **Payee** | **Reason for Expenditure** | **Amount** |
| **Associated Waste** | **Waste collection** | **£61.31** |
| **Diane Brown** | **Clerk’s expenses** | **£15.35** |
| **HMRC** | **Tax and NI** | **£244.31** |
| **Staff costs** | **3 staff members** | **£1,229.19** |

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

The Chair read out Cllr William’s letter of resignation and thanked him for his past service.

**21.89 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 October.

This part of the meeting closed at 8.45 pm.

**Public Participation**

Items discussed included.

* Flooding near the Crescent Allotments site
* Christmas 2021

The meeting closed at 8.50 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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