**APPENDIX A**

**Minutes of Swillington Village Council meeting held on Tuesday the 1st of February 2022 at 7.30 pm.**

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

Village Clerk Diane Brown

There were 5 members of the public in attendance.

**Agenda**

The Chair welcomed everyone to the meeting.

**21.148 Apologies**

Were received from Cllr Bramma and the reason for non-attendance accepted.

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

None received.

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

There were none**.**

**21.151 To approve the minutes of the Council Meeting of the 4th of January 2022.**

**It was resolved to approve the minutes of the 4th of** **January 2022.**

**21.152 To receive reports from**

**a) Local Community Policing Team**

A report had been received from the Local Policing Team which was discussed. It will be tweeted, put on our Facebook page and Website.

**b) Public Rights of Way**

The Footpath Report was discussed and has been sent to Leeds CC for action. It was noted that our current contractor for footpath walking has retired. Swillington Village Council passed on their warm wishes for a happy retirement to Mr and Mrs Salvin. The Chair suggested other methods of collating this information and asked if the Public in attendance and Cllrs could take photos of any issues seen on the footpaths and send them to her and the Clerk.

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

Cllr Coleman updated the meeting regarding the status of the playground equipment. Since the last meeting the Council has received the bi-annual professional report. An issue with the matting was raised and the Chair said she would contact the Council’s Grounds Contractor and Leeds CC Playgrounds Officer for advice.

The Litter Picker had sent in her report and there were no issues to report, excepting the dumping of an empty fire extinguisher.

**d) Allotments Representative**

Cllr Young had distributed his report prior to the meeting and the contents noted. In response to Cllr Young’s report Cllr Dunkerley who is an allotment holder on Swillington Lane asked if the chippings delivery could be made near the other gate rather than the one, he uses. This would help other plot holders as it would be nearer to the plots using the chippings. Cllr Young agreed to inform plot holders of this request.

Cllr Crossley-Rudd also said that there was a problem with the padlock on the Church Crescent site which may require the purchase of a new padlock.

**e) Swillington Educational Charity Representative**

Cllr Knox updated the meeting regarding a meeting earlier in the week to accept the resignation of Reverend Diane Flynn and the appointment of Reverend Bob Bailey as the Trustee from the Church.

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

 Cllr Knox updated the meeting the Village hall Committee meeting on the 11th of January The Chair’s suggestion of remote access for the heating was discussed but not agreed yet. It was also discussed and agreed that increased lighting was needed outside the Village Hall. They would hopefully be sensor driven and powered by Solar energy. The hall is doing well with continuously increasing usage and the Chair stated that it needs an improved booking service and extra persons opening and closing the Hall. The Clerk also asked if the minutes of the Village Hall Committee could be sent to her for publication on the Council website.

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

Cllr Coleman updated the meeting regarding speeding in the village. The statistics produced by SID2 have increased to 62% speeding violations. The Clerk will report this worrying issue to the Local Police Team for action. SID2 has been damaged by strong winds, Cllr Coleman will explore repair options.

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

This report was noted and accepted.

**i) January Delegated Expenditure**

There was none.

**21.153 Swillington in Bloom Grant Application- To consider and decide.**

The application was discussed, and **it was resolved to grant Swillington in Bloom £1,000 to finance their sterling work in the village.**

**21.154 Changing the date of the September Village Council meeting- To consider and decide.**

The Clerk had requested annual leave in September which would make her unavailable for the September meeting. **It was resolved to have an August meeting when there usually is not one and not have a September meeting.**

**21.155 Increase in Allotment Charges – to consider and decide**

The allotment rents have not increased for five years, and it was agreed that the current rent of 12p per square meter was very low. **It was resolved to increase the rent by 3p per meter from 12p to 15p from April 2023.**

**21.156 Co-option of a Councillor – To consider and decide**

The Council having gone through the electoral procedures with Leeds City Council Electoral Services is now able to co-opt. The vacancy is being advertised and Councillors were asked if they knew of suitable candidates.

**21.157 Local Councils to have a choice to meet remotely – To consider and decide.**

It was agreed that the Council would like this choice and would sign the YLCA Petition to this effect.

**21.158 OFCOM Renewal of Postal Regulation- To consider and decide**

This information was discussed, and it was agreed that the Council would comply with NALC advice on this issue.

**21.159 Children’s Playground Equipment grant bid- for information**

The Clerk updated the meeting with regards to the successful bid of £15,513 to the Caird Peckfield Community Fund for an inclusive play roundabout**.**

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

**(a) Unauthorised Encampment Policy**

The Clerk is to contact the YLCA to ascertain if other councils have a policy on this topic.

**(b) Speed bumps Project**

The Chair updated the meeting.

**(c) Queens Platinum Jubilee**

The Chair and Cllr Bramma are to meet with members of the Church to discuss this on the 15th of February.

**21.161 To receive and consider any current planning proposals.**(**a) Planning Application 22/00030/OT 1 Wakefield Road**

This application was discussed, and no objections were raised.

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

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

**b) The payments totalling £ 4,686.36 were agreed and the budget for 2021/22, as at the end of January 2022 were resolved.**

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| --- | --- | --- |
| **Payee** | **Reason for Expenditure** | **Amount** |
| **WEL Medical LTD** | **Defibrillator casing** | **£528.00** |
| **Village Hall** | **Room hire** | **£18.75** |
| **Associated Waste** | **Waste Removal VH** | **£73.21** |
| **HMRC** | **Tax and NI** | **£44.12** |
| **I.P.I Playgrounds** | **Playground inspection** | **£96.00** |
| **Grantscape** | **Third party Contribution** | **£1,787.00** |
| **J.A. Esteve** | **Defibrillator installation** | **£150.00** |
| **YLCA** | **Training** | **£105.00** |
| **SLCC** | **Subscription** | **£171.00** |
| **Diane Brown** | **Clerks’ expenses** | **£44.45** |
| **HMRC** | **Tax and NI** | **£269.59** |
| **Salaries** | **3 members of staff** | **£1,388.84** |
| **Virgin Bank** | **Bank charges** | **£10.40** |

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

None identified.

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

The next meeting of the Village Council will be on Tuesday the 1st of March 2022.

This part of the meeting closed at 8.30 pm.

**Public Participation**

Matters discussed included

* Some residents in attendance were at the meeting to voice concerns regarding Planning Application 22/00468/FU Hill Crest Farm Swillington Lane. This application notice was received too late for this agenda and will be discussed at the next Council meeting. The residents outlined their concerns which the Chair asked them to put in writing to Leeds Planning Department. The Village Council was informed that the statutory notice of the application was not on display outside the property. The Clerk will contact the Planning Department to check on this.
* The purchase and siting of a SID.
* Bins being left out on Wakefield Road

The meeting closed at 9.00 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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