**APPENDIX A**

**Minutes of the Parish Council Meeting of Swillington Parish Council held on Tuesday the 2nd of January 2019 at 7.30 pm at the Village Hall.**

**Present** Cllrs Smith (Chair), Crossley-Rudd, Williams, Blakeley, Coleman, Woodhead, Woodward and Young.

Parish Clerk Diane Brown

2 members of the public were in attendance

**Agenda**

**18.127 Apologies**

No apologies were received.

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

None received. At this point the Chair welcomed the newly appointed councillor Jodie Woodward.

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

There were none

**18.129 To approve the minutes of the Parish Council Meeting 4th of December 2018.**

**It was resolved to approve the minutes of the 4th of December 2018.**

**18.130 To receive reports from**

**a) Local Community Policing Team**

A report had been received and was read out by the Chair and is now on the council website.

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

The Chair read out the footpath report which has been forwarded to Leeds CC for action. The Clerk will pursue the fly tipping problem identified last month on Footpath 26 at the rear of the Social Club.

**c) Children’s playgrounds/ Litter Pickers**

Mr and Mrs Heszelgrave were not at the meeting but had sent in their report which was read out by the Clerk.

**d) Allotments Representative**

Cllr Donson was not at the meeting and had not sent in a report. There was the problem in December of break-ins to allotment sheds but apparently nothing of value had been stolen.

**e) Swillington Education Charity Representative**

Cllr Judith Woodhead stated that there was nothing to report but that there will be a meeting of the trustees in March.

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

Cllr Judith Woodhead said that there was nothing material to report.

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

This report was discussed and noted.

**h) December Delegated Expenditure**

There was none.

**18.131 Appointment of Vice Chair - To consider and decide**Owing to the resignation of Cllr Cartwright we do not have a vice -chair. **It was resolved to appoint Cllr Pete Young as Vice- Chair.**

**18.132 Precept Decision- To consider and decide**

A discussion took place as to the challenges to be faced in the year ahead to the council. In order to maintain effective service delivery, the council must stay ahead of inflation. **Although not unanimous it was resolved to increase the precept from £29,500 to £31,500 which is a percentage increase to the Precept of 2.9%**

**18.133 Elections and Annual Meeting- To consider and decide**

2019 is an election year and there are statutory guidelines to adhere to when planning the Annual Meeting of the Council**. It was resolved that the Annual Meeting of the Parish Council will take place on the 7th of May 2019 if the election is uncontested. If the election is contested the May meeting will take place the following day the 8th of May.**

**18.134 Feedback from Christmas 2018- For information**

It was agreed that the Christmas Eve celebration at the Village Hall was another success. This year we had more adults attend who it is thought had come primarily to enjoy Gawthorpe Brass Band who were excellent as usual. The event is good value for money and is well attended.

**18.135 Bus Shelter Astley Lane- For information.**

Cllr Williams outlined his attempts to obtain a covered bus shelter for residents on Astley Lane. All parish councillors are in favour of this and it will continue to be an agenda item.

**18.136 Operation London Bridge- For information**

The Chair outlined the Government protocols being put in place for when the Queen and Duke of Edinburgh pass away, it was agreed that our media policy would require amending to ensure that the protocols were adhered to**.** This will be a February Agenda item.

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

**a) Parking on Hill Crest.**

Prior to the last meeting the council was contacted by Leeds CC, and a timely update was promised, unfortunately no update has been received and the Clerk will continue to pursue.

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

There has been no progress made by Leeds CC on this issue although the Parish Council has contacted them requesting a timely progress report. This continues to be a very disappointing situation particularly for those residents affected by this unsightly development.

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

The Parish Council has engaged a solicitor to act on its behalf to dispute the Adverse Possession claim on land it owns. Parish Councillors feel strongly that land belonging to the community should not be claimed by individuals. The costs relating to this matter will be reviewed regularly.

**d) Speed Indicator Device (SID) Progress**

The SID has been paid for and Cllr Coleman is to contact Leeds CC for an update.

**e) Growing Zone Grant**

The payment details have been received and the agreed grant amount will be actioned.

**f) Steps at Scott Close**

 No update has been received but action has been promised in this financial year.

**g) HS2**

There was nothing to report for this meeting.

**h) Village Hall Car Parking Project**

There has been no response from Leeds CC since the council disputed their refusal to allow a dropped kerb. The Clerk will pursue this matter**.**

**i) Change of name of Parish Council.**

This matter is on-going, and the Clerk is working through the steps needed to change the style of the Parish Council.

**j) Tree Inventory**

No further information has been received on this matter and the Clerk will continue to pursue.

*At this point the Chair asked for permission to carry on with the meeting after 9 o clock which was granted***.
18.138 To receive and consider any current planning proposals.**

**a**)118/07255/FU/E For: Formation of an outdoor play zone Site At: RSPB St. Aidan's Reserve Yorkshire Nature Park Astley Lane

The application was discussed, and the council does not have any objections to it.

**18.139 Financial Information to receive and consider the financial accounts.**

**a) December 2018 accounting statements reconciled to the parish council bank statements.**

The payments totalling £2,350.56 were agreed and initialled by all Cllrs present and then authorised by the Chair.

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| --- | --- | --- | --- |
| Payee | Item | Date | Amount |
| W. Heszelgrave | mileage | 03/12/2018 | £28.60 |
| S. Salvin | Footpath Checking | 03/12/2018 | £700.00 |
| D.Brown | Clerk Expenses | 21/12/2018 | £14.80 |
| 4 members of staff | Salaries | 21/12/2018 | £1,607.16 |

**b) Budget 2018/19**

The budget for 2018/19 was discussed **and it was resolved that this was an accurate forecast of the coming year.**

**18.140 To receive any other correspondence and communications and any further meetings attended by Members and the Clerk.**There was none.
*At this point the Chair asked for permission to carry on with the meeting after 9 o clock which was granted***.
18.141 To consider and agree dates of the next meeting of the Council.**

The next Parish meeting will be held on Tuesday the 5th of February 2019 at 7.30 pm.

This part of the meeting ended at 21.05 pm.

**Public Participation**

Items discussed included;

* The security of the council website
* More detail if possible from the police on specific crimes within its monthly report.
* Dangerous drop from footpath, (Wakefield Road) this has been reported by the Chair who gave an update on this matter.

The meeting closed at 21.10 pm.

**Diane Brown**

Parish Clerk and Responsible Financial Officer Swillington Parish Council

Signed by Cllr Jacqui Smith Chair Swillington Village Council

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