**APPENDIX A**

**Minutes of Swillington Village Council meeting held on Tuesday the 7th of January 2020 at 7.30 pm at the Village Hall.**

**Present** Cllrs Smith (Chairman), Williams, Woodhead, Crossley-Rudd, Young, Coleman, Dunkerley and Carris-Wright

Village Clerk Diane Brown

2 members of the public were in attendance

**Agenda**

**19.123 Apologies**

Were received from Cllr Donson

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

None received.

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

There were none

**19.126 To approve the minutes of the Council Meeting of the 3rd of December 2019.**

**It was resolved to approve the minutes of the 3rd of December 2019.**

**19.127 To receive reports from**

**a) Local Community Policing Team**

The Chair read out the report received from the Policing Team detailing the crimes in the village in the last month. The report will be put on the Council website.

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

The Chair read out the rights of way report for which has been passed to Leeds CC for action. Cllr Carris-Wright suggested that it would save time if the footpath walker could take photos of the problems found. It was agreed that this was an excellent idea and would be investigated further.

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

Cllr Williams gave an update as to his weekly checks on the playground. The report from the Litter Picker was shared by the Clerk.

**d) Allotments Representative**

Cllr Donson was not at the meeting. There was some confusion as to the details of the new allotment holders. The Clerk will investigate.

**e) Swillington Educational Charity Representative**

The next meeting will take place on the 3rd of March 2020. The Chair updated the meeting with the outcome of the most recent beneficiary of the Charity.

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

The Chair updated the meeting regarding the recent refurbishment work at the Village Hall which had gone to plan.

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

Cllr Coleman updated the meeting regarding the December speeding statistics

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

This report was discussed and noted.

**i) December Delegated Expenditure**

There was none.

**19.128 The Big Lunch 6th/7th June 2020- To consider and decide**

The next Big Lunch weekend is 6-7 June 2020 and local councils are being encouraged to either organise or support a public Big Lunch. The aim is to bring together the community, to reduce social isolation and loneliness, build stronger communities and support local charities. It was agreed that this was an excellent idea and the detail of how this could be delivered was discussed. Cllr Carris-Wright is to investigate the catering and Cllr Crossley-Rudd will investigate the possibility of the loan of a hot dog machine. This will continue to be an Agenda item.

**19.129 VE day celebrations 8th of May 2020 – To consider and decide**

This was discussed and in the light of the potential cost of the previous item it was agreed that the Village Council would not do anything. It was suggested that the Elderberries Group be approached to see if they would be prepared to consider a celebration. The Chair said that she would refer to them.

**19.130 Budget 20/21 -To consider and decide**

The Budget decision making process to determine the Precept request for 2020/21 started in November 2019. After a detailed discussion **it was resolved to raise the Precept to £31,110 an increase of 2% from last year’s figure.**

**19.131 Christmas 2019 Feedback- For information**

The event went well, and councillors discussed the possibility of an increase in the budget for the next event.

**19.132 Clerk’s Appraisal- For information**

The Chair stated that the Staffing Sub Committee had carried out the appraisal for the Clerk earlier that evening.

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

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

Progress has been made on this long- standing issue and the remedial works have apparently been actioned. The Clerk was asked to contact the Planning Officer concerned to ensure that that all outstanding issues have been addressed. If so the item will no longer be on the agenda.

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

The Clerk was asked to contact the Solicitor for an update on the vehicle parked illegally on Council land. A discussion then took place to determine the most cost-effective way of clearing the area.

**c) Steps at Scott Close**

Leeds CC have stated that work is to be completed in January 2020. The Clerk will contact Leeds CC to ensure that the work will take place this month.

**(d) Website and mobile application implications**.

There were no developments for this issue in December. The Clerk will get an update for the next meeting.

**(e) Banking Mandate Change**

The Clerk updated the meeting regarding the recent contact with the Bank.

**(f) Climate change including the 20-point Friends of The Earth Guide.**

Climate Change was discussed with the Chair stating that everyone should continue to do their bit in helping to tackle this problem. This will no longer be an agenda item.

**19.134 To receive and consider any current planning proposals.   
(a) Planning application 19/07253/FU/E Single storey front and planning extensions at D.A.S Engineering Services Ltd Unit 12 Astley Lane Industrial Estate.**

This application was discussed, and the Village Council does not have any objections to it.

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

**a) December 2019 accounting statements have been reconciled to the village council bank statements and presented to the Council.**

The payments totalling £2,470.41 were agreed and initialled by all Cllrs present and then authorised by the Chair.

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| --- | --- | --- | --- |
| Date | Payee | Reason for expenditure | Amount |
| 03/12/2019 | Sheila Salvin | Footpath contractor | £700.00 |
| 05/12/2019 | Cllr Williams | Expenses | £5.00 |
| 06/12/2019 | Village Hall | Room hire | £37.50 |
| 20/12/2019 | Staff (3) | Salary payments | £1,325.82 |
| 21/12/2019 | Gawthorpe Brass Band | Christmas Eve Event | £350.00 |
| 21/12/2019 | Diane Brown | Village Clerk Expenses | £52.09 |

**b) Budget 2019/20**

The budget for 2019/20 was discussed **and it was resolved that this was an accurate forecast as we approach the year-end.**

*The Clerk reminded Councillors that prior to the next meeting there will be Finance Training starting at 6.30 pm in the Village Hall Office.*

**19.136 To receive any other correspondence and communications and any further meetings attended by Members and the Clerk.**The Clerk stated that the Bi-Annual check of the playground by I.P.I, a playgrounds inspection company had been completed and the report had been passed to the Chair and Cllr Williams.

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

The next meeting of the Village Council will be on Tuesday the 4th of February 2020.

This part of the meeting ended at 8.39pm.

**Public Participation**

Items discussed included;

* The potential problems for the allotment holders should a gate be installed on the land behind Church Lane Crescent Allotments.
* Steps at Scott Close, Leeds CC promised that residents affected would be contacted and as yet, no contact has been made. The Clerk will investigate.
* Climate Change, not being a UK problem only and that all countries should work together to tackle it.

The meeting closed at 8.45 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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