**APPENDIX A**

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

 **Please note that this meeting was held remotely using Zoom owing to the COVID-19 Pandemic and the resulting restrictions on social distancing.**

**Councillors in attendance** Cllrs Smith (Chairman), Crossley-Rudd, Coleman, Carris-Wright Young, Donson, Williams and Dunkerley.

There were no members of the public in attendance.

Village Clerk Diane Brown

**Agenda**

**20.50 Apologies**

None received

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

None received

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

There were none

**20.53 To approve the minutes of the Council Meeting of the 3rd of June 2020**

**It was resolved to approve the minutes of the 3rd of June 2020. \****1 Footnote*

**20.54 To receive reports from**

**a) Local Community Policing Team**

A report had been received and has been tweeted and put on the Council Website.

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

The Footpath Report was discussed. An issue with a footpath being flooded was discussed and the Clerk will discuss the issues raised with Leeds CC.

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

The litter picker report was discussed. There appears to be an increase in the detritus left by drug taking and the Clerk will contact the Police.

 Cllr Williams weekly report was discussed. The Playground is to re-open and the Chair has requested that the strimming around the playground equipment is completed by Leeds CC as soon as possible. The six-monthly professional playground check has been completed and only minor issues raised which the Chair and Cllr Williams will action. Cllr Dunkerley had noted that the goal posts require immediate action he will supply contact details for a local firm that the chair could approach.

**d) Allotments Representative**

Cllr Donson’s report was discussed. It was agreed that in the future the rules applying to the allotments would be actioned without exception.

**e) Swillington Educational Charity Representative**

Cllr Woodhead was not at the meeting and the Chair provided an update from the meeting which had happened earlier in the evening. Two further applications had been received which had been granted. The next meeting of the Charity will take place on the 8th of September.

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

Cllr Crossley-Rudd gave an update, it is hoped to re-open the hall on the 7th of August for small groups only. There will be a thorough clean of the hall before this date overseen by the Chair & members of the Village Hall Committee following all Government Guidelines. The Caretaker is currently furloughed and there are financial concerns that the lack of income will affect the Council budget going forward. Cllr Crossley-Rudd also said that the new kitchen had been completed and looked fabulous.

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

Cllr Coleman shared his report. There was a discussion as to the siting of the proposed SID and whether the SID near the ROCOL site was in the best place. It was agreed to delay the purchase of a new SID and that Cllr Coleman would investigate an alternative site for the SID next to ROCOL. He would report back on this for the September Meeting.

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

This report was noted and accepted.

**i) June Delegated Expenditure**

There was none.

**20.55 A new model code of Conduct for Local Councils- Consultation by the Local Government Association – to Consider and decide.**

The Chair stated that both she and the Clerk had completed the consultation process and would now await the results of this which would be shared when received.

**20.56 Playground Inspection Report- To consider and decide**

This was covered under item 20.54 (c)

**20.56 Domain issues and Accessibility Legislation – For information**

The Clerk updated the meeting stating that the council website had been identified as having minor domain issues which were being investigated by Vision ICT and she was pursuing them for an answer. In addition, Vision ICT had apologised for the lack of action regarding an Accessibility Statement which they have now completed for free. The new statement is on the website.

**20 .57 To receive any information on the following on going issues and decide further action where necessary**

**(a) Land at the rear of Church Crescent Allotments**

The Council is awaiting an update from its solicitor regarding this issue.

**(b) Cycle Path on the A63**

A site meeting is planned for August. The Clerk will contact Leeds CC for a confirmed date.

**(c) New kitchen for the Village Hall**

This was discussed under item 20.54(f)

**20.58 To receive and consider any current planning proposals.**Two planning proposals were discussed 20/02979/FU 2 Swillington Lane and 20/03256/FU 54 Wakefield Road. The Village Council does not have any objections to either application.

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

**a) June 2020 accounting statements have been reconciled to the village council bank statements and presented to the Council.**

The payments totalling £6,622.59 were agreed by all Cllrs.

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| --- | --- | --- |
| **Payee** | **Reason for Expenditure** | **Amount** |
| **PA Boyes** | **Electrical work Village Hall** | **£30.00** |
| **M Beeton Joiner** | **Kitchen Village Hall** | **£3,800** |
| **Cllr Jacqui Smith** | **Expenses** | **£77.84** |
| **A. Fox Services** | **Footpath clearance and felling of vandalised tree** | **£920.00** |
| **HMRC** | **Tax** | **£368.33** |
| **Diane Brown** | **Clerk expenses** | **£78.88** |
| **Council staff** | **Salaries** | **£1,257.54** |
| **IPI Playgrounds Ltd** | **Playground inspection** | **£90.00** |

**b) Budget 2020/21**

The budget for 2020/21 was discussed **and resolved. \****2 Footnote.*

**20.60 To receive any other correspondence and communications and any further meetings attended by Members and the Clerk.**Cllr Dunkerley and Donson are to attend Allotment training on the 8th of July.

**20.61 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 September.

*Footnotes 1-2 denote resolutions taken at remote meetings whilst usual meetings are unable to take place.*

 This part of the meeting ended at 8.25 pm.

**Public Participation**

There were no members of the public in attendance but there were 3 issues raised for discussion.

* Cllr Carris-Wright suggested a contractor for the goal posts being made safe in the playground.
* A member of the public had contacted Cllr Carris-Wright about an area of land near the Church Crescent Allotments which is overgrown, The Chair stated that this is not Village Council land but that the resident concerned should contact Leeds CC.
* Cllr Crossley-Rudd had been contacted by a member of the public regarding possible flooding. The area concerned is not Village Council land and the Chair stated that such concerns should be raised with the Environmental Agency**.**

The meeting closed at 8.35.

**Diane Brown**

Village Clerk and Responsible Financial Officer Swillington Village Council

Signed by Cllr Jacqui Smith Chair Swillington Village Council

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