

## SWINTON PARISH COUNCIL

### MINUTES OF THE MEETING OF THE ANNUAL PARISH COUNCIL HELD IN THE SWINTON READING ROOMS AT 7.30PM ON WEDNESDAY 14<sup>th</sup> MAY 2025

**PRESENT:** Councillors V Farrow (Chair), R Harrison (Vice Chair), J Bentley, R Liversidge and A Thomas

**IN ATTENDANCE:** Gail Cook (Clerk & Responsible Financial Officer) & one Members of the public

**25.1 ELECTION OF CHAIRMAN**

Cllr Liversidge proposed Cllr Farrow, this was seconded by Cllr Thomas, all other Members agreed.

**25.2 DECLARATION OF ACCEPTANCE**

Cllr Farrow duly accepted the role and signed the declaration of acceptance.

**25.3 ELECTION OF VICE CHAIRMAN**

Cllr Farrow proposed Cllr Harrison, this was seconded by Cllr Liversidge. Cllr Harrison duly accepted the role.

**25.4 APOLOGIES FOR ABSENCE**

None

**25.5 DECLARATIONS OF INTEREST**

None

**25.6 PUBLIC PARTICIPATION SESSION**

None

**25.7 MINUTES OF THE PARISH COUNCIL MEETING – 12<sup>th</sup> March 2025**

The minutes were taken as read and signed by the Chairman as being a true and accurate record.

**25.8 FINANCIAL MATTERS**

- (a) To receive the report of the internal auditor and to consider any action required
- (b) To approve the Annual Return for 2024/2025 for submission to the external auditor and confirm the dates for the period of exercise
- (c) To receive and approve the current financial statement
- (b) To note and approve payments

- Clerks Salary (May) Standing Order £150
- A Hayton (Internal Audit) Chq 101168 £200
- Clear Insurance (Annual Policy) Chq 101170 £973.26

**RESOLVED**

- (a) That the Annual Return and dates for exercise 2024/25 be approved
- (b) That three accounts be approved for payment

**25.9 MEMBERSHIP OF REPRESENTATIVES TO OUTSIDE BODIES**

It was agreed that Cllr Farrow would be the representative for the Reading Room Committee and all Members for the Swinton BSA.

- 25.10 **PLANNING MATTERS**  
None
- 25.11 **PARISH MATTERS**
- (a) **STREET LIGHTS**  
Column No: 4 still out, Clerk to report.
- (b) **HIGHWAYS ISSUES**  
Clerk to request permission to install a SLOW CHILDREN PLAYING sign at the side of the road from the junction of the scrap yard.
- (c) **VILLAGE MAINTENANCE**  
It was **agreed** that the Clerk order a freestanding litter bin to be installed near the two tier planter on West Street.  
  
It was **agreed** to move the dog waste bin and purchase as new grit bin on Middle Street.
- (d) **PARISH COUNCIL SHEDS**  
All payments up to date.
- (e) **KARBON HOMES UPDATE**  
Ground works on the new housing site have now commenced. It was **agreed** that Cllr Thomas contact the Head of Land and Partnerships at Karbon Homes to raise concerns from parishioners with regard to the early start time and the lack of communication from Karbon Homes.  
  
The Parish Council also **agreed** to request that Karbon Homes install a sign at the top of East Street, highlighting the directions for all site traffic.
- 25.12 **SWINTON IN BLOOM**  
Cllr Farrow to purchase the plants locally and then send out a call to action to plant up the village in due course.
- 25.13 **SWINTON PLAY AREA**
- (a) **INSPECTIONS**  
Clerk and Councillors to book on a YLCA play area visual check course.
- (b) **MAINTENANCE**  
Councillors call to action on Saturday 17<sup>th</sup> May 2025 to cut back the brash and carry out general maintenance.
- (c) **GATE DUTY**
- |                              |                 |
|------------------------------|-----------------|
| Monday 19 <sup>th</sup> May  | Cllr Thomas     |
| Monday 26 <sup>th</sup> May  | Cllr Farrow     |
| Monday 2 <sup>nd</sup> June  | Cllr Harrison   |
| Monday 9 <sup>th</sup> June  | Cllr Bentley    |
| Monday 16 <sup>th</sup> June | Cllr Liversidge |
| Monday 23 <sup>rd</sup> June | Cllr Farrow     |
| Monday 30 <sup>th</sup> June | Cllr Thomas     |
| Monday 7 <sup>th</sup> July  | Cllr Harrison   |
- 25.14 **REPRESENTATIVES**  
None

**25.15 MEMBERS QUESTIONS**

None

**25.16 ITEMS FOR THE NEXT AGENDA**

None

**25.17 DATE OF NEXT PARISH COUNCIL MEETING**

Wednesday 9<sup>th</sup> July 2025, 7.30pm at Swinton Reading Rooms

**EXEMPT ITEM**

That the Press and Public be excluded from the meeting during consideration of the item in Part II of the Agenda, as it involved the likely disclosure of exempt information relating to information which would likely reveal the identity of an individual; information in respect of which a claim to legal professional privilege could be maintained in legal proceedings; and information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime, as defined in Paragraphs 2, 5 and 7 respectively of Part 1 of Schedule 12A of the Local Government Act 1972 (amended).

**25.18 CLERK OF THE PARISH APPOINTMENT**

Members approved the appointment of Rachel Smith as Clerk to Swinton Parish Council Official start date.

**RESOLVED**

**That Rachel Smith be appointed as Deputy Clerk from 1<sup>st</sup> June 2025 until the September Council meeting, thereafter, will take on the Clerk role. Existing Clerk to remain in post until the September Council meeting to carry out training of the Deputy Clerk.**

Chair of Swinton Parish Council

Signature .....