



# Swanland Parish Council

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## Minutes of an Ordinary Meeting of the Council.

Minutes of the meeting held on 1<sup>st</sup> September 2025 in Swanland Village Hall.

Members Present: Chair / Person Presiding Cllr Shepherd, Cllrs Hopton, May, Kyaing, Brown and Boot

Meeting Clerk: Michelle Hopton

Others in attendance: 6 members of the public. Ward Cllrs Hopton and Corless. 2 Police Officers.

## Minutes

### 3849. 1. Apologies

Cllrs Ambler and Waddington.

### 3850. 2. Declarations of interest

The following declarations of Interest were made Cllr Hopton 12.5 Cllr May 7.4

### 3851. 3. Minutes of the meeting held on 4<sup>th</sup> August 2025

Cllr Shepherd proposed, seconded by Cllr Brown that the minutes be accepted as a true and accurate record of the meeting.

**RESOLVED:** The minutes were approved as a true and accurate record.

### 3852. 4. Public participation

Resident raised a question regarding a footpath on West Leys Road. All queries were answered and updates given were necessary. Nothing to report from the police officers attending the meeting.

**3853. 5. Good Neighbours Scheme** a representative from Humber Wold and Rural Actions gave a presentation on the Good Neighbour Scheme.

### 3854. 6. East Riding Ward Councillors report.

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Ward Cllrs Hopton and Corless gave updates on current and ongoing matters which included bins, compost giveaways, parking at Raywell, boundary review and Amazon.

**3855. 7. Planning** *Cllr Hopton did not participate*

1. Westwinds Occupation Lane Objections
2. 15 The Paddock No Objections
3. The Gables Kemp Road No Objections
4. Berriedale Tranby Lane No Objections

**3856. 8. To receive reports from**

Swanland Village Association Updates on Swanland Festival which had been a success and thanks were given to all involved. Swanland Screen and Swanland Live will commence in September.

Swanland Village Hall Updates were given including updating website and maintenance work.

Swanland Playing Fields No meetings taken place.

Swanland Pond Partnership No concerns at present.

Swanland Community Forum Meeting next week.

**3857.9 IT Policy** **it was agreed** to adopt the policy to adhere to assertion 10 of the external audit 25/26.

**3858.10. Data Protection Policy** **it was agreed** to continue with the existing policy.

**3859. 11. Clerks Report** Clerk advised the members that the Santander Account used for the pond duck food is to be closed, the majority of the monies have already been transferred into reserves.

**3860. 12 Accounts**

12.1 Payments: £13890.45

12.2 Receipts: £0

12.3 Cost Centre Report: Circulated

12.4 Transfer of Money : £13900.00

*Cllr Hopton left the meeting*

12.5 To approve and agree payments: Proposed: Cllr Shepherd Seconded Cllr May

Item	Name	Description	Net	Vat	Total	Auth
Sep 1	Clerk	Clerks Expenses	10.98		10.98	CB

Sep 6	PWL Direct Debit	Loan on village hall	11354.00		11354.00	
Sept 7	Swanland Village Association	Duck pond grant	30.00		30.00	CB
	Total		11394.98		11394.98	

**To Note salary increase from April 2025 3.2% below figures include back pay**

Sep 2	Clerk	Salary	1588.75		1588.75	CB
Sep 3	HMRC	Tax and NI	413.00		413.00	CB
Sep 4	ERYC	Pension	474.53		474.53	CB
Sep 5	Clerk	Refund of phone line	19.19		19.19	CB
	Total		2495.47		2495.47	

**3870. 13 It was Resolved** that the press and public would be excluded from the meeting owing to the confidential nature of the business to be transacted, in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960. Phil Burns was duly co-opted onto the Parish Council with immediate effect. The chairman welcomed the new councillor to the meeting. Phil completed and signed the Declaration of Acceptance of Office as Councillor form and agreed to adopt The Code of Conduct for the Parish and Town Council. A register of Members Pecuniary and Non Pecuniary interest will be completed. The clerk gave the new councillor a welcome pack containing useful information about the parish area and the role of the Parish Councillor.

**RESOLVED:** Noted that the next meeting scheduled meeting of Council will be held on Monday 6<sup>th</sup> October in Swanland Village Hall.

Meeting started **7pm** and closed **8.15pm**

Published on **7<sup>th</sup> October 2025**

To be completed by the person presiding at the meeting where the minutes are adopted.

**Signed:** .....

**Print Name:** .....

**Print Position:** .....

**Date:** .....

**Initial:** .....  
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