

Swillington Village Council
Clerk: Mrs K Goodare
Swillington Village Hall, Church Lane, Swillington, LS26 8DX
Email: clerk@swillingtonvillagecouncil.gov.uk

28th April 2026

You are invited to attend the next meeting of Swillington Village Council, to be held on **TUESDAY 5TH MAY 2026** at 7.30pm in Swillington Village Hall.



Mrs K Goodare (Clerk)

There will be a public session following the meeting. Members of the public are welcome to attend the meeting.

AGENDA

1. Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting
2. 2.1 To receive apologies.
2.2 To approve reasons for absence given by councillors.
3. 3.1 To receive declarations of interest from councillors on items on the agenda.
3.2 To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests.
3.3 To receive, consider and decide upon any applications for dispensation.
4. To confirm the minutes of the ordinary council meeting held on 2nd April 2026 as a true and correct record.
5. To receive information on the following ongoing issues and decide further action where necessary:
 - 5.1 The installation of defibrillator signage at the phone kiosk at Swillington Common and the provision of defibrillator training
 - 5.2 The tipping of materials on land bordering the track alongside the play area field and car park
 - 5.3 Speeding and parking enforcement on Astley Lane and Church Lane, and parking on Neville Grove
 - 5.4 Placement of the clothes banks in the village

- 5.5 Installation of the portrait of HM The King & the leaflet holders in the Village Hall entryway
 - 5.6 The installation of a new bin in the village via a Ward Councillor initiative
 - 5.7 The update of the P3 agreement and footpath cutting arrangements for 2026/27
 - 5.8 Allotment track flooding at the Crescent allotments
 - 5.9 The renewal of the car park lease for Swillington Sports & Social Club
6. To receive and to consider actions and decisions to be taken:
- 6.1 Reports received from representatives
 - 6.2 To note the latest committee meeting minutes
 - 6.3 To consider any correspondence received
7. Finance:
- 7.1 April 2026 spend reconciled to the bank statement
 - 7.2 To note the payment items
 - 7.3 To note the updated 2026/27 budget
 - 7.4 To note the completed Internal Controls review of Q4 and end-of-year and consider any actions necessary
 - 7.5 Annual Governance and Accountability Return
 - 7.5.1 To consider the Internal Auditor's detailed written report and agree necessary action arising from it
 - 7.5.2 To note the Annual Internal Audit Report for 2025/26 included at Page 3 of the Annual Governance and Accountability Return 2025/26
 - 7.5.3 To approve the Annual Governance Statement 2025/26 for Swillington Village Council on Page 4 of the Annual Governance and Accountability Return 2025/26
 - 7.5.4 To consider and approve the Accounting Statements 2025/26 for Swillington Village Council on Page 5 of the Annual Governance and Accountability Return 2025/26
 - 7.5.5 To confirm the period for the exercise of public rights as Wednesday 3rd June to Tuesday 14th July 2026
 - 7.6 To consider the Audit Plan 2026/27
 - 7.7 To appoint the internal auditor for 2026/27
 - 7.8 To consider the updated Reserves Policy
8. Allotments:
- 8.1 To receive an update on receipt of annual plot fees and to consider any action necessary
9. Village and community:
- 9.1 To consider the Christmas lights plan and costings
 - 9.2 To consider the provision of hanging baskets in the village for the summer
 - 9.3 To discuss options for future GP provision in the village and consider any actions necessary
 - 9.4 To receive an update on the 'Community Leaders' group and to consider any actions necessary

.5 To consider any action necessary regarding Swillington Footpath 26

10. Events:

11.1 To consider suggestions for future events and consider actions and decisions to be taken

11.2 To receive an update on the provision of first aid and fire marshal training and to consider any actions necessary

11.3 To note the automatic renewal of the MPLC licence and to consider dates for Little Cinema events in the 2026-27 financial year and their promotion

11. Staffing:

12.1 To consider the purchase of personal alarms and staff identification for lone working staff, in line with staffing policies approved by the Staffing Committee in April

12.2 To consider the Councillor-Officer Protocol V1

12.3 To receive the outcome of the Clerk's appraisal and to approve the Clerk's annual incremental pay scale rise effective from 01/04/2026

12.4 To note the Annual Summary of Training for staff and councillors

12. Council:

13.1 To consider the updated Unauthorised Encampment Policy

13.2 To review the cyber security assessment risk findings and consider any action necessary

13.3 To receive written applications for the office of councillor and to co-opt a candidate to fill the existing vacancy

13. To notify the clerk of matters for inclusion on the agenda of the next meeting

14. To note the date and time of the next meeting as Tuesday 2nd June 2026