

**Swillington Village Council**  
**Clerk: Mrs K Goodare**  
**Swillington Village Hall, Church Lane, Swillington, LS26 8DX**  
**Email: [clerk@swillingtonvillagecouncil.gov.uk](mailto:clerk@swillingtonvillagecouncil.gov.uk)**

1st October 2025

You are invited to attend the next meeting of Swillington Village Council, to be held on **TUESDAY 7TH OCTOBER 2025** at 7.30pm in Swillington Village Hall.



Mrs K Goodare (Clerk)

*There will be a public session prior to 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 meeting held on 2nd September 2025 as a true and correct record
5. To receive information on the following ongoing issues and decide further action where necessary:
  - 5.1 The replacement of the noticeboard at the junction of Wakefield Road and Swillington Lane, and removal of the noticeboard at Hill Crest
  - 5.2 The installation of a new defibrillator in the phone kiosk at Swillington Common and the provision of defibrillator training
  - 5.3 Village trees - replacement of the village tree on the green and a wider tree health audit
  - 5.4 The implementation of an email archiving system
  - 5.5 The installation of a CCTV camera at the Club to cover the playground area
  - 5.6 The creation of a volunteer group to support the village playground
6. To receive and to consider actions and decisions to be taken:
  - 6.1 Reports received from representatives
    - 6.1.1 - Christmas Lights (Cllr Cummings)

- a) To consider including fireworks as part of the Christmas Lights switch-on event and to agree an individual responsible for their management at the event
  - b) To consider the appointment of Councillors to volunteer at the event
- 6.1.2 - Defibrillators (Cllr Cummings)
- 6.1.3 - Playground (Cllr C Fox)
  - a) To consider the waste bin installation under a contractor's community engagement programme
  - b) To consider removal of flytipping
  - c) To consider the repair of the damaged football goal
- 6.1.4 - SIDs (Cllr A Fox)
- 6.1.5 - Village Hall and YLCA (Cllr McGreavey)
- 6.2 To consider any correspondence received
  - 6.2.1 - Slow Ways CIC
  - 6.2.2 - Swillington Sports and Social Club - maintaining access to the sports field

## 7. Planning:

- 8.1 To consider and decide upon the following planning applications:
  - 8.1.1 [25/04858/FU/E](#) - Unit 19 Astley Lane Industrial Estate, Astley Way - Upgrade of external yard process plant complete with external canopy over part
  - 8.1.2 [25/05174/FU/E](#) - 16 Woodland Drive Swillington Leeds - Single storey side and rear extension to create additional treatment rooms for existing Chiropodist practice
  - 8.1.3 [25/05124/FU/E](#) - 94 Wakefield Road Swillington Leeds - Single storey extension to side and rear; demolition of existing porch
- 8.2 To receive and note the following planning decisions/information:
  - 8.2.1 [25/04190/FU](#) - 51 Swillington Lane LS26 8QF - Part two storey and part single storey to the front and side - **REFUSED**
  - 8.2.2 [24/07415/FU](#) - Thorpe Park Business Park, 1200 Century Way, LS15 8ZA - Extensions and alterations to facilitate the conversion from a two storey office to a medical facility - **APPROVED**
  - 8.2.3 [24/04070/COND](#) - Hollinthorpe Low Farm Swillington Lane LS26 8BZ - Consent, agreement or approval required by condition 14 to planning application 19/06190/FU - **REFUSED**

## 8. Finance:

- 8.1 September 2025 spend reconciled to the bank statement
- 8.2 Agree payment items
- 8.3 To approve the revised 2025/26 budget
- 8.4 To review the completed Q1 Internal Controls Checklist and to consider any action necessary

## 9. Allotments:

- 9.1 To receive an update on the Action Plan progress for Allotment Plot 3 at the Crescent site
- 9.2 To consider the Untidy Plots and Termination Policy (V1)
- 9.3 To review the Allotment Structure Rules (*no changes*)
- 9.4 To consider the matter of flytipping and burning on Council allotment property
- 9.5 To receive an update from the Clerk on the allotment track flooding and ownership and to consider any actions necessary

10. Village and community:

10.1 To consider obtaining quotes for playground lighting

10.2 To approve the quote received for footpath cutting of £2055 and to receive an update on the cut schedule for this year

10.3 To consider the appointment of a Footpaths Representative

11. Events:

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

12. Council:

12.1 To consider a date for the 2026 Annual Village Meeting

12.2 To note the return of Councillors' Statements of Assurance

13. Employment matters:

13.1 To receive an update from the Chair of the Staffing Committee with any pertinent Staffing Committee meeting updates

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

15. To note the date and time of the next meeting