

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

25th November 2025

You are invited to attend the next meeting of Swillington Village Council, to be held on **TUESDAY 2ND DECEMBER 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 4th November 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 installation of a new defibrillator in the phone kiosk at Swillington Common and the provision of defibrillator training
 - 5.2 The consideration of quotes for a health audit of trees on Village Council land
 - 5.3 The implementation of an email archiving system
 - 5.4 The installation of a CCTV camera at the Club to cover the playground area
 - 5.5 The replacement and removal of village noticeboards
 - 5.6 The cutting back of encroaching vegetation on the track leading to the sports field
6. To receive and to consider actions and decisions to be taken:
 - 6.1 Reports received from representatives
 - 6.1.1 - Allotments (Cllr P Young)
 - 6.2 To consider any correspondence received

7. Planning:
 - 7.1 To receive and note the following planning decisions/information:
 - 7.1.1 [25/05851/FU/E](#) – 10 Astley Avenue Swillington – Part two-storey, part single-storey rear extension, new first floor side windows and window replacing door to ground floor side - **APPROVED**
8. Finance:
 - 8.1 November 2025 spend reconciled to the bank statement
 - 8.2 To note the payment items
 - 8.3 To consider approving the revised 2025/26 budget
 - 8.4 To review the completed Q1 Internal Controls Checklist and to consider any action necessary
 - 8.5 To review the draft 2026/27 budget and action plan
 - 8.6 To consider the update to the bank mandate and online users
9. Allotments:
 - 9.1 To receive an update on the Untidy Plots and Termination process at Allotment Plot 14 at the Swillington Lane site
 - 9.2 To consider any further plots under the Untidy Plots process as necessary
 - 9.3 To receive an update on the matter of flytipping and burning on Council allotment property, and to consider the applying for the site to be cleared by the Community Payback Scheme
 - 9.4 To receive an update from the Clerk on the allotment track flooding and ownership and to consider any actions necessary
 - 9.5 To consider an increase in the annual allotment rents to be applied from April 2027
10. Village and community:
 - 10.1 To receive an update on the valuation and registration of the land at the playground
 - 10.2 To receive an update from Cllrs Cummings and C Fox on the project to survey Swillington's footpaths and to consider any action recommended
 - 10.3 To discuss and consider any action to be taken on parking on Astley Lane
 - 10.4 To receive an update on the application for the Veolia Community Fund grant for playground improvements
 - 10.5 To consider the quote received to repair the zip wire
11. Events:
 - 11.1 To consider the purchase of a wreath from the Royal British Legion for Remembrance 2026
 - 11.2 To receive an update on recent events and consider improvements for future events
 - 11.3 To consider suggestions for future events and consider actions and decisions to be taken
12. Council:
 - 12.1 To appoint a Cllr to the role of Allotments representative
 - 12.2 To appoint a Cllr to the role of SIDs representative
 - 12.3 To consider the IT Policy Framework
 - 12.4 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