

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

30th October 2025

You are invited to attend the next meeting of Swillington Village Council, to be held on **TUESDAY 4TH NOVEMBER 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. 1.1 To elect a Chair of the Council
1.2 If the Vice-Chair position is now vacant, to elect a Vice-Chair of the Council
2. Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting
3. 3.1 To receive apologies.
3.2. To approve reasons for absence given by councillors.
4. 4.1 To receive declarations of interest from councillors on items on the agenda.
4.2 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.
4.3 To receive, consider and decide upon any applications for dispensation.
5. To confirm the minutes of the meeting held on 7th October 2025 as a true and correct record
6. To receive information on the following ongoing issues and decide further action where necessary:
 - 6.1 The installation of a new defibrillator in the phone kiosk at Swillington Common and the provision of defibrillator training
 - 6.2 Village trees - replacement of the village tree on the green and a wider tree health audit
 - 6.3 The implementation of an email archiving system
 - 6.4 The installation of a CCTV camera at the Club to cover the playground area
 - 6.5 The replacement and removal of village noticeboards
 - 6.6 The cutting back of encroaching vegetation on the track leading to the sports field
7. To receive and to consider actions and decisions to be taken:
 - 7.1 Reports received from representatives
 - 7.1.1 - SIDs (Cllr A Fox) - To consider the purchase of a tablet device to manage the SID data
 - 7.2 To consider any correspondence received

7.2.1 – On the matter of flags in the village – To consider a statement on the Village Council's position

8. Planning:

8.1 To consider and decide upon the following planning applications:

8.1.1 [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

8.2 To receive and note the following planning decisions/information:

8.2.1 [24/07415/FU](#) – Thorpe Park Business Park 1200 Century Way – Consent, agreement or approval required by Conditions 10 (Archaeological Planning) & 23 (Visibility Splays) -

APPROVED

9. Finance:

9.1 October 2025 spend reconciled to the bank statement

9.2 Agree payment items

9.3 To approve the revised 2025/26 budget

9.4 To review the completed Q1 Internal Controls Checklist and to consider any action necessary

9.5 To appoint a second Cllr to complete the Q2 Internal Controls Checklist in partnership with Cllr Young

9.6 To review the draft 2026/27 budget and action plan

10. Allotments:

10.1 To receive an update on the Action Plan progress for Allotment Plot 3 at the Crescent site

10.2 To consider commencing the Untidy Plots and Termination process at Allotment Plot 14 at the Swillington Lane site

10.3 To receive an update from Cllr Lofthouse on the matter of flytipping and burning on Council allotment property

10.4 To receive an update from the Clerk on the allotment track flooding and ownership and to consider any actions necessary

11. Village and community:

11.1 To consider a quote received for valuation of the land owned by the Council containing the playground

11.2 To consider solicitor quotes received for a voluntary first registration with the Land Registry of the same land

11.3 To consider a grant application from Swillington in Bloom

11.4 To receive an update from Cllrs Cummings and C Fox on the project to survey Swillington's footpaths and to consider any action recommended

11.5 To discuss and consider any action to be taken on parking on Astley Lane

11.6 To consider beginning the application process for a Veolia Community Grant to fund renovation work at the playground based on quotes already received

12. Events:

12.1 To consider the date of the Christmas Little Cinema (14/12/25) owing to a date clash with another village event

12.2 To consider a wreath and attendance for the Remembrance Sunday service

12.3 To review the 6-month trial of the Cosy Cafe's second weekly session which ends on 27th November

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

13. Council:

13.1 To appoint two Cllrs to the staffing committee following the resignations of Cllrs Knox and McGreavey

13.2 To appoint two Cllrs to the Village Hall committee following the resignations of Cllrs Knox and McGreavey, and to establish if a Councillor is able to volunteer to hang the Christmas lights in the Hall

13.3 To appoint two Cllrs to the positions of YLCA representatives following the resignations of Cllrs Knox and McGreavey

13.4 To appoint a Cllr to the role of maintaining the noticeboards following the resignation of Cllr Knox

14. Employment & volunteer matters:

14.1 To consider the updated Expenses Policy (V3)

14.2 To consider a Cosy Cafe Safeguarding Policy (V1)

14.3 To consider the purchase of the 14th Edition of Arnold-Baker on Local Council Administration for £180

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

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