

Minutes of Swillington Village Council ordinary meeting held on Tuesday 5th May 2026 at 7.30pm

In attendance: Cllrs Cummings (Meeting Chair), A Fox and C Fox,, and the Clerk Kate Goodare.

Apologies: Cllr Dunkley, Cllr Davies-Atack, Cllr Lofthouse

There were 7 members of the public in attendance.



A public session was held prior to the meeting.

- A representative from Swillington in Bloom noted that the group had moved the newly installed litter bin to the Council's preferred location on the same stretch of road.
- A resident raised a request to have a place to recycle small electrical goods in Swillington - the Clerk will look into this.
- A member of the Church team requested a key for the new noticeboard at the junction of Swillington Lane and Wakefield Road in order to place church notices, as with the other noticeboards - Cllr Cummings will facilitate this.
- A resident raised a request for a village litter pick and noted that the Council's previous use of social media and noticeboards to form a 'Friends of Swillington' style group to undertake things like this had received no interest. The resident gave several suggestions which the Clerk will take forward.

- 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.** - Received from Cllrs Dunkley, Davies-Atack and Lofthouse.
2.2 To approve reasons for absence given by councillors. - These were approved.
- 3. 3.1 To receive declarations of interest from councillors on items on the agenda.** - None were received.
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. - None were received.
3.3 To receive, consider and decide upon any applications for dispensation. - None were received.
- 4. To confirm the minutes of the ordinary council meeting held on 5th May 2026 as a true and correct record.** - These were approved.
- 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** - Signage has been installed by the sign company and the additional signage purchased from the British Heart Foundation will be installed by Cllrs Cummings and C Fox this month. The provision of defibrillator training by the Yorkshire Ambulance Service charity is available from August onwards and **it was resolved** that the training should be held at the Social Club - Cllr Cummings will approach the Club for suitable dates and then the Clerk will liaise with the trainer. **It was further resolved** to give a donation of £50 to the YAS charity for the session.

5.2 The tipping of materials on land bordering the track alongside the play area field and car park - Cllr C Fox updated the meeting - this has all been removed and the area is now clear.

5.3 Placement of the clothes banks in the village - The Clerk updated the meeting - Cllr Davies-Atack is to record the video for the fundraising page.

5.4 Installation of the portrait of HM The King & the leaflet holders in the Village Hall entryway - Cllr C Fox updated the meeting. Some of the leaflet holders have now been installed and the remaining holders and the portrait will be installed this month.

5.5 The update of the P3 agreement and footpath cutting arrangements for 2026/27, including consideration of footpath cutting quotes received - The Clerk updated the meeting - the Public Rights of Way team at Leeds City Council have approved our grant application for maintenance of 10 paths under the P3 agreement and this should be received soon.

Three quotes were requested for the cut but only one business responded. **It was resolved** that the Council wished to see more quotes before proceeding and **it was further resolved** that the Clerk should confirm the existing quote with the company it was issued on behalf of.

5.6 Allotment track flooding at the Crescent allotments - The Clerk updated the meeting. The neighbouring landowner has been chased via email but no response. The Clerk will write to the landowner this month in the absence of any response.

5.7 The renewal of the car park lease for Swillington Sports & Social Club - The Clerk updated the meeting. The revised lease agreement has been submitted to the Club for approval. Former Cllr and resident Pete Young JP has been suggested as the Council's signature witness - the Clerk will approach him.

5.8 The planting of the new tree on the green - Cllr Cummings updated the meeting. The tree has been recorded with Leeds City Council as being planted 4 months ago. LCC has been informed by the village council that this is not the case and they are undertaking investigations.

6. To receive and to consider actions and decisions to be taken:

6.1 Reports received from representatives - None were received.

6.2 To note the latest committee meeting minutes - None were received.

6.3 To consider any correspondence received - None were received.

7. To consider and decide upon the following planning applications:

7.1 [26/01957/FU/E](#) - Socotec Unit 17B Astley Lane Industrial Estate - New window opening - No objections were raised.

7.2 [26/01584/FU/MIN](#) - Swillington Organic Farm Coach Road Wakefield Road - Part retrospective change of use with associated works of former piggery buildings and associated land to a dedicated composting facility (processing and storage of waste food and associated waste), including alterations, raising of ridge height and extensions to existing structures, formation of additional vehicular access, installation of foul drainage to biodisc treatment plant, additional hardstanding and alterations to boundary treatments - Two representatives of Swillington Organic Farm and Plate 2 Plate Compost attended the meeting to take questions from the Council on the business' plans for mitigating any risk to highway and bridleway safety, and future drainage plans. **It was resolved** that following these discussions that the Council had no objections to

the application subject to approval from other agencies involved, including the Environment Agency.

7.3 [26/02676/FU/E](#) - 25 Church Lane - Single storey rear extension with external steps, landing and hand rail above to side elevation to provide access - No objections were raised.

8. Finance:

8.1 May 2026 spend reconciled to the bank statement - This was approved.

8.2 To note the payment items - The Clerk noted that one invoice was missing for the bank charges as the bank had omitted it from the account documentation; the Clerk is chasing. It was otherwise approved.

8.3 To note the updated 2026/27 budget - This was approved.

9. Allotments:

9.1 To receive an update on receipt of annual plot fees and to consider any action necessary - The Clerk updated the meeting. All plot fees have now been paid.

9.2 To consider beginning the procedure outlined in the council's Untidy Plot and Termination Policy in respect of Swillington Lane Plot 3a - Allotments representative Cllr Davies-Atack had provided images of the plot and **it was resolved** to begin the Untidy Plot procedure.

10. Village and community:

10.1 To consider the grant application from Swillington Saints Juniors Football Club - The council considered the request against its other financial considerations and **it was resolved** to offer the football club £250, half of their requested amount.

10.2 To receive an update on the scheduled playground works and to consider any action to be taken regarding hosting an event at the park - The Clerk updated the meeting - the playground works are scheduled to begin 15th June, supply-chain dependent. The council discussed possible dates for a summer holiday event in the park and **it was resolved** to aim for an event on Saturday 22nd August with a budget of £1000. **It was further resolved** that Cllr Cummings would approach Leeds City Council's 'Breeze' team regarding inflatables and that the Clerk would explore costs for the other suggestions, to be brought to the July meeting. **It was further resolved** to vire £1000 from the Council's grants and donations budget to the events budget to facilitate.

11. Events:

11.1 To consider suggestions for future events and consider actions and decisions to be taken - **It was resolved** to focus on the event in the park and for the Club events working group to progress with the Club a programme of events. It was noted that as previously agreed the Council would seek to put on Little Cinema events at Halloween, Christmas and Easter, and it was further noted that the school had expressed interest in having cinema events hosted at the Hall for pupil rewards - Cllr Davies-Atack will liaise.

11.2 To receive an update on the provision of first aid and fire marshal training and to consider any actions necessary - It was noted that Cllrs Cummings and C Fox would respond to the form survey regarding available training dates this month, and further noted that Cllr C Fox is able to provide a fire marshalling qualification and as such would not need to attend this course.

12. Council:

12.1 To receive written applications for the office of councillor and to co-opt a candidate to fill the existing vacancy - An application was received from Stephen Littlejohn, who was in attendance. **It was resolved** to co-opt the applicant and the applicant signed the declaration of acceptance of office.

13. To notify the clerk of matters for inclusion on the agenda of the next meeting - Further untidy plots at the Crescent allotment site. The Clerk noted that any items Councillors wished to be considered prior to September should be notified to the Clerk by 29th June owing to the summer break and no meeting in August.

14. To note the date and time of the next meeting as Tuesday 7th July 2026

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