

**SWALLOW PARISH COUNCIL**  
**INCORPORATING THE VILLAGES OF SWALLOW & CUXWOLD**  
**Tel: 01777 704186**  
**Email: swallowparishcouncil@gmail.com**

Dear Member

You are hereby summoned to a Full Council Meeting of Swallow Parish Council which will take place at Swallow Village Hall on **Tuesday 13 January 2026 at 730pm** at which the under mentioned business will be transacted. There will be a **15 minute Public Forum prior to the start of the Meeting at 715pm** where Members of the Public may address the Council and your attendance is also required during this period.

Date: 5 January 2026

Signed: Chris Hollands - Clerk/RFO

**AGENDA**

1. Apologies for Absence. To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
2. To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Member's Register of Interests.
3. To receive and consider any dispensation requests on agenda items and decide whether they are to be granted.
4. To approve as an accurate record the notes of the Meeting held on 18 November and to authorize the Chair to sign the official Minutes.
5. Matters arising from the Minutes
6. To reverse the decision concerning the arrangement made for Grants and Donations to the Village Hall. Minute 89-20 of 12 January 2021 refers.
7. Village Hall – To receive an update from the Village Hall Committee.
8. To receive and consider a Report from the LCC Councillor.
9. To receive and consider a report from the WLDC Councillor.
- 10 To receive a report from the Chair.
- 11 To receive and consider a report from the Clerk to the Council on any outstanding matters and correspondence received since the meeting of 18 November 2025.
- 12 Financial matters:
  - To approve the bank reconciliation statement
  - To ratify payments of accounts, salary and payments already made
  - To consider a Grant Application from the Village Hall Committee for a donation toward utility costs
  - To approve the Grass Cutting Contract for 2026
  - To approve the Final Budget for 2026/2027
  - To approve the Final Precept requirement for 2026/2027
13. To receive an update on Playground repairs and improvements.
14. To consider recent Flooding issues affecting the Village and outstanding remedial works
15. Any other business- to discuss any further business and agree any further items for inclusion in the agenda for the March 2026 meeting.
16. To confirm the date of the next Parish Council Meeting as 10th March 2026.

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