

NOTICE IS HEREBY GIVEN THAT A MEETING OF
SWALLOWFIELD PARISH COUNCIL
WILL TAKE PLACE ON TUESDAY 11th APRIL 2017 IN
THE ROSE ROOM, SWALLOWFIELD PARISH HALL,
SWALLOWFIELD STREET, SWALLOWFIELD AT 7.30PM



Mrs. E. Halson, Clerk
6/04/17

Members: Mr. P. Sampson (Chairman), Mr. J. Anderson, Mr. W. Dance, Mr. G.E. Collender,
Mrs. M. McDonald, Mr. C. Morrissey, Mr. R. Norris, Mr. J. Sant, Mr. J. Wheelwright

Note: This meeting is open to the public and press who are welcome to attend.

A G E N D A

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence

2 DECLARATIONS OF INTEREST

To receive any declarations of interest in any matters to be discussed by the Council at this meeting.

3 QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

To receive questions or comments from the public, including those on planning. Up to 20 minutes will be allocated for questions/comments from members of the public with a guideline of no more than 5 minutes per subject. If several members of the public wish to speak on the same subject, they are requested to nominate a spokesperson. Comments will be minuted. For more details please read the document *Guidelines for Public Participation at Parish Council Meetings* which is available on the Parish Council website or at the Parish Office.

4 CHAIRMAN'S ANNOUNCEMENTS

4.1 Parish Clean Up Day – to **NOTE** that the Parish Clean Up Day took place on Saturday 1st April. Once again it was a great success due and the Parish Council would like to thank Nigel and Celia Adam for all their hard work to organise the event. The council would also like to thank Mr and Mrs Cowdery for their kind donation towards the purchase of refreshments for the volunteers.

4.2 Annual Parish Meeting (APM) – to **NOTE** that the Annual Parish Meeting will take place on Tuesday 18th April, 7:30pm Swallowfield Parish Hall. The speakers are confirmed as Mr Andy Couldrick, Chief Executive Wokingham Borough Council, Mr Graham Stanley, Swallowfield Show and Mr Andrew Haslock, Estate Manager, Farley Estate. Refreshments will be provided.

4.3 Annual Meeting of the Parish Council – to **NOTE** that the Annual Meeting of the Parish Council will take place on Tuesday 9th May, 7:30pm Swallowfield Parish Hall. The Chairman and Chairman of Planning will be elected at this meeting.

- 4.4 Vandalism
- 4.4.1 Riseley Sports Pavilion – to **NOTE** that overnight on Tuesday 4th April into Wednesday 5th April someone has smashed the wooden fence on the decking and damaged the glass noticeboard and ripped down some guttering. The police have been informed.
- 4.4.2 Business on Part Lane – to **NOTE** an incident of vandalism to a business property on Part Lane, see item 17.1.
- 4.4.3 Repairs – to **NOTE** that the switch to operate the floodlights has been repaired at a cost of £90 plus VAT. To **NOTE** that the Parish Warden has repaired the damage to the telephone box in Riseley at a cost of £17.80 plus VAT.

5 MINUTES OF LAST MEETING

- 5.1 To **APPROVE** the minutes of the Parish Council meeting held on 14th February 2017.
- 5.2 To **APPROVE** the minutes of the Extraordinary Planning Committee meeting held on 3rd April 2017.
- 5.3 Clerks report on matters arising and outstanding actions from last meeting (available at the meeting).

6 PLANNING

Chairman of Planning Committee: Cllr. J. Anderson

- 6.1 Current applications
- 6.1.1 170433 – Bridge Farm, Reading Road RG2 9HT
Full application for the proposed extraction and processing approximately 3.6 million tonnes of sand and gravel from a site of 190 ha, known as land south west of bridge farm, together with the erection of an aggregates processing plant, ready mix concrete plant and the provision of associated ancillary infrastructure and parking for HGV's and staff, with mixed restoration including importation of inert material to agriculture, lowland meadows and wetlands. Proposed temporary diversion of public footpath 20 for the duration of operations.
- 6.1.2 170686 – Land at Arborfield Garrison, Parcels H I and J, Arborfield
Reserved Matters application pursuant to Outline Planning Consent O/2014/2280 for the erection of 179 dwellings with access from the Nine Mile Ride Extension (NMRE), with associated internal access roads, paths, circulation areas, car parking including garages, landscaping, open space and associated infrastructure and works. (Parcels H, I and J).
- 6.1.3 170687 – Angel Sprints, Part Lane, Swallowfield RG7 1TB
Full application for the change of use of land to equestrian and the installation of 20m x 40m manege.
- 6.1.4 170705 – Land at Wyvols Field, RG7 1RT
Outline planning permission for the erection of a residential development up to 65 dwellings to include open space, landscaping and associated infrastructure (access to be considered) (all other matters reserved).

- 6.1.5 170745 – The Birches, Castle Road, Farley Hill RG7 1UL
Householder application for the proposed raising of roof to provide additional first floor accommodation to include a rear balcony area, erection of single storey front extension, two storey side extension and erection of detached garage to front of dwelling with storage accommodation in roof space and external staircase.
- 6.1.6 170801 – Nutbean Farm, Nutbean Lane, Swallowfield RG7 1XL
Listed Building consent for the proposed erection of a new dormer to front elevation to dwelling.
- 6.2 Results
- 6.2.1 170058 – The Island House, Basingstoke Road, Swallowfield RG7 1PT
Householder application for the erection of a 1.8m close board fence enclosing land at the existing dwelling (Retrospective).
Refused
The Parish Council objected.
- 6.3 Notifications
- 6.3.1 171046 – Wellington House, Riseley Business Park, Basingstoke Road, Riseley
Prior approval submission for the conversion of existing offices (class B1) to 9 residential units (Class C3).

This is application is the same as the previously approved application,161442, except that it is for 9 units rather than 10.
- 6.3.2 171047 – Waterloo House, Riseley Business Park, Basingstoke Road, Riseley
Prior approval submission for the conversion of existing offices (class B1) to 10 residential units (Class C3).

This is application is the same as the previously approved application,161444.
- 6.3.3 171019 – Broadwater Barn, Part Lane, Riseley, Wokingham, RG7 1RU
Prior approval submission for the conversion of existing offices (Use Class B1(a)) to one residential dwelling house (Use Class C3).
- 6.4 Enforcements
- 6.4.1 Open Enforcements – to **NOTE** that there are nine open Enforcement Investigations on the parish.
- 6.5 Appeals
- 6.5.1 162360 - Wyvols Field, Swallowfield, RG7 1RT
Outline planning permission for the erection of a residential development up to 65 dwellings to include open space, landscaping and associated infrastructure (access to be considered)(all other matters reserved).

To **NOTE** that Richborough Estates have lodged an appeal against the decision to refuse this planning application. All representations must be received by 09/05/2017 and must quote the appeal number.

- 6.6 170266 – 2 Lowlands, The Street, Swallowfield RG7 1RB
Full planning application for the proposed erection of a detached dwelling with integral garage, associated access and parking following demolition and removal of existing double garage, outbuildings and single storey side aspect of existing dwelling.

To **NOTE** that this application was received too late to go on the February agenda, an extension was requested, but no response received so the item was not included on the March agenda. The officer responded to the request for an extension on 28th March, the last date comments could be submitted.

- 6.7 Premise Licences

- 6.7.1 PR0353 –Lagoona Park, Pingewood Road South
Application for a variation of their licence. The application does not involve a change in hours just a reconfiguration of the site.

7 **FINANCE**

(Budgets/investments/sinking fund/grants/risk assessments/insurance)
Lead Councillor: Cllr. P. Sampson

- 7.1 Accounts Update – to **NOTE** that the accounts have been circulated.

- 7.2 Bank Reconciliation Statements – to **APPROVE** the bank reconciliation statements.

8 **BILLS FOR PAYMENT – to APPROVE [list to be provided at meeting]**

9 **PROPERTY**

(Fieldfayre)
Lead Councillor: Cllr. J. Anderson

- 9.1 Fieldfayre Redevelopment

- 9.1.1 Tender - to **NOTE** that tenders have been received from three of the four companies invited to tender, the fourth company declined to tender. The tenders have been evaluated by the appointed quantity surveyor. It is **PROPOSED** that this item is discussed in PART II due to commercial sensitivities.

- 9.1.2 Post Office Community Fund Application - it is **PROPOSED** that this item is discussed in PART II due to commercial sensitivities.

10 **HUMAN RESOURCES**

(Appraisals/recruitment/staff training)
Lead Councillor: Cllr. G. Collender

- 10.1 RFO

- 10.1.1 Mrs Emma Shepherd - to **NOTE** that Mrs Shepherd's last working day will be Wednesday 12th April 2017.

- 10.1.2 Mrs Sue Howorth - to **NOTE** that the new RFO, Mrs Sue Howorth, will start on Wednesday 19th April 2017.

11 RECREATION

(Play areas/skateboard park/recreation grounds/football pitches/mpg court)

Lead Councillor: Cllr. J. Sant

- 11.1 Riseley Sports Pavilion – to **NOTE** that the new licence agreement has been signed by Riseley, Swallowfield and Farley Hill (RSF) Tennis Club. The tennis club have confirmed that the football club can use the disabled toilet and that the process for non-member use of the courts is almost complete.

12 ENVIRONMENT & RURAL AFFAIRS

(The Marshes/Van Demans/Swallowfield Meadow/Community/Orchard/Biodiversity/Footpaths/Waste/NAG/RCAG)

Lead Councillor: Cllr. P. Sampson

- 12.1 RCAG – to **NOTE** that the last meeting was held on 30th March 2017.
- 12.2 NAG – to **NOTE** that the minutes of the last meeting held on 8th March 2017 have been received. Cllr. Norris attended. The next meeting will be held on 8th March 2017, Wednesday 3rd May 2017.

To **NOTE** that Thames Valley Police are promoting an initiative called Pet Patrol which encourages parishioners to report to the police any incidents or unusual behaviour which they observe whilst out walking their dogs. Sergeant Foskett is arranging for posters to be displayed in key locations around the parish. See page 7.

13 HALLS

(Maintenance/liaison with users and entertainment groups)

Lead Councillor: Cllr. M. McDonald

- 13.1 Deed of Easement – it is **PROPOSED** that council authorises the clerk to seal the Deed of Easement with Farley Estate to allow water from the car park to be discharged into the ditch at the rear of the car park.

14 RESILIENCE

(Flooding/ditches/rivers/Flood Resilience Group (FRG))

Lead Councillor: Cllr. M. McDonald

- 14.1 Flood Resilience Group (FRG) – to **NOTE** that the next meeting will be held on Wednesday 26th April in the Rose Room, 7:30pm.
- 14.2 Ditch Maintenance – to **NOTE** that a group of volunteers carried out the interim maintenance work required on the ditches and balances ponds as requested by the FRG. No further work is required.

15 BOROUGH/PARISH MEETINGS

- 15.1 Wokingham Borough Clerks Forum – to **NOTE** that the Clerk attended this meeting.
- 15.2 Borough Parish Liaison Group – to **NOTE** that the last meeting took place on Monday 3rd April. Cllr. Sampson and the clerk attended.

16 OUTSIDE ORGANISATIONS

- 16.1 Arborfield Community Forum – to **NOTE** that the last meeting was held on 20th March 2017.
- 16.2 LLFC – to **NOTE** that Martin Moore has been named as a River Champion by the River Restoration Centre in recognition of his outstanding contribution to river restoration.
- 16.3 Thames Valley Police – to **NOTE** that the Police and Crime Commissioner for Thames Valley has published his new five year Police and Crime Plan. A copy of the plan can be found on the PCC website - <https://www.thamesvalley-pcc.gov.uk/police-and-crime-plan>.
- 16.4 Farley Estates – to **NOTE** that Cllr. Sampson and the Clerk met with Andrew Haslock, Estate Manager, Farley Estate to discuss areas of mutual interest e.g. fly-tipping, rural crime.
- 16.5 Swallowfield Parish Church – to **NOTE** that Cllr. Sampson and the Clerk met with Rev. Paul Willis and Barbara Stanley, Church Warden to discuss Operation Bridge.
- 16.6 Swallowfield Scouts – to **NOTE** that Cllr. Sampson and the Clerk met with Paul Cobbold to discuss potential projects.

17 CORRESPONDENCE

- 17.1 Vandalism – to **NOTE** that the council has received an email from a local business operating on Part Lane to report vandalism to their property. It appears that someone fired large stones at the glass gable front. It occurred the same weekend as the damaged inflicted on the Parish Council telephone box. The incident has been reported to the police.
- 17.2 Resident of Trowes Lane – to **NOTE** receipt of two letters from a resident of Trowes Lane complaining about the damaged caused to his bungalow by lorries driving along Trowes Lane. Circulated.

18 ITEMS FOR FUTURE MEETINGS

- 18.1 Consultations on Night Flights and Airspace
- 18.2 Security gates at Swallowfield and Riseley
- 18.3 Contribution to Thames Valley Police speed indicator device

19 DATE OF NEXT MEETING

Tuesday 9th May 2017 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield.

This is the Annual Meeting of the Parish Council.

CAN YOU AND YOUR DOG SNIFF OUT CRIME?



Wokingham Rural Crime Action Group

Thames Valley Police need your information about crime in rural areas.

Have you seen anything suspicious?



Thames Valley Police and the Wokingham Rural Crime Action Group are looking to build up an intelligence picture in this area. Please contact us if you see anything suspicious...

Email: FieldsNHPT@ThamesValley.PNN.Police.UK or call 101

If a crime is in progress, always call 999.

Sign up for FREE crime updates in your area: www.neighbourhoodalerts.co.uk