

NOTICE IS HEREBY GIVEN THAT A MEETING OF
SWALLOWFIELD PARISH COUNCIL
WILL TAKE PLACE ON TUESDAY 10TH APRIL 2018 IN
THE ROSE ROOM, SWALLOWFIELD PARISH HALL,
SWALLOWFIELD STREET, SWALLOWFIELD AT 7.30PM



Mrs. E. Halson, Clerk
5/04/18

Members: Mr. P. Sampson (Chairman), Mr. J. Anderson, Mr. W. Dance, Mrs. C. Drew,
Mr. G.E. Collender, Mrs. M. McDonald, Mr. C. Morrissey, 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 Annual Parish Clean Up Day – to **NOTE** that this event was a great success with a record number of participants and bags of litter collected. The council would like to express its gratitude to Celia and Nigel Adams for organising the event and to all the many participants.
- 4.2 Annual Parish Meeting –to **NOTE** that this will take place on Tuesday 22nd May 2017. The council is pleased to welcome speakers on the following topics, Fieldfare Development, Swallowfield Parish Allotments and The Marshes Local Nature Reserve. Refreshments will be served by Riseley Village Tea Room.
- 4.3 Annual Report – to **NOTE** that the Annual Report will be produced in the same format as last year. Any councillor wishing to include a short article should inform the Clerk.

5 COUNCILLORS

- 5.1 Cllr. C. Morrissey – to **NOTE** that Mr. Chris Morrissey has stepped down as councillor for Swallowfield Parish Council.
- 5.2 Council Elections – to **NOTE** that Parish Election will take place on Thursday 3rd May.

6 MINUTES OF LAST MEETING

- 6.1 To **APPROVE** the minutes of the Parish Council meeting held on 13th March 2018.

7 CLERKS UPDATE

- 7.1 Clerks report on matters arising and outstanding actions from last meeting (available at the meeting).

8 PLANNING

Chairman of Planning Committee: Cllr. J. Wheelwright

8.1 Current applications

- 8.1.1 180629 – Land at Lambs Farm, Back Lane, Swallowfield RG7 1PQ
Full application for the proposed erection of replacement stable block, following demolition of the existing stable.
- 8.1.2 180491 – Chusan, Church Road, Farley Hill RG7 1TT
Listed building consent for the proposed erection of replacement retaining boundary wall.
- 8.1.3 180706 – Glasspool Farm, Part Lane, Riseley RG7 1RU
Outline application for the proposed erection of 3 no. new dwellings (all matters reserved).

8.2 Results

- 8.2.1 173760 - 17 Curlys Way, Swallowfield, RG7 1QZ
Householder application for the proposed erection of single storey rear extension to dwelling plus part conversion of existing garage to create habitable accommodation and internal alterations. **Approved**

The Parish Council objected to the loss of the garage associated with this application.

8.3 Notifications

- 8.3.1 180616 - 3 The Chatters, Bunces Shaw Road, Farley Hill, RG7 1US
Tree works application: TPO 437/1988 Application for a 5 day notice to remove dead tree.

8.4 Appeals

- 8.4.1 APP/X0360/W/17/3175817 (WBC Ref: 162498) - Land to the west of Trowes Lane
To **NOTE** that after consultation with their senior QC Wokingham Borough Council have concluded that it has no basis for challenging this appeal.

- 8.4.2 APP/X0360/C/16/3153193 (WBC Ref: 161915) – Paddocks, Kybes Lane, RG7 1NG
To **NOTE** that the public inquiry into this appeal will commence at 10am on 27th April 2018 at The Council Offices, Shute End, Wokingham, the appeal is scheduled to run for 1 day.
- 8.5 Wokingham Borough Community Stakeholder Workshops – to **NOTE** that the following workshops were delayed and will now take place on Monday 30th April at Easthampstead Park Conference Centre. Times as follows; Grazeley 18:00-19:00 and Barkham Square 20:30-21:30.
- 8.6 Hart Local Plan Strategy and Sites 2016-2032 Consultation – to **NOTE** that a response was made to this consultation.
- 8.7 West Berkshire Local Plan Review to 2036 Scoping Report and the Sustainability Appraisal Scoping Report Consultation – to **NOTE** that the council has not responded to this consultation as it relates to high level strategy on how the plan would be developed rather than specific proposals and policies and there will be further consultations allowing responses to detailed planning proposals.

9 FINANCE

(Budgets/investments/sinking fund/grants/risk assessments/insurance)

Lead Councillor: Cllr. P. Sampson

9.1 Accounts

9.1.1 Monthly Accounts – to **NOTE** that the accounts have been circulated.

9.1.2 Bank Reconciliation Statement – to **APPROVE** the Bank Reconciliation Statements. Circulated.

9.2 Finance Working Group – to **NOTE** that the next meeting will be held on Wednesday 2nd May 2018 at 10:30am, Rose Room, Swallowfield Parish Hall.

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

11 PROPERTY

(Fieldfare)

Lead Councillor: Cllr. J. Anderson

11.1 Fieldfare Redevelopment

11.1.1 Update – to **NOTE** that the regular monthly meeting took place on Thursday 22nd March 2018 followed by the tenth valuation inspection. To **NOTE** that the development is on target for completion in mid June.

11.1.2 Finance

11.1.2.1 Payments – to **NOTE** that the tenth valuation has been received from Edwards Irish Partnership and the following payments have been authorised in accordance with resolution 526.4.1.

Lindum Construction Services Ltd	Stage payment 10	£80,541.52
Southern Electric	Removal of meter	£165.18
Gem Security	CCTV	£1,488

- 11.1.3 Public Works Loan Board – to **NOTE** that the third instalment of £150,000 has been received
- 11.2 Shop/PO
 - 11.2.1 Relocation – to **NOTE** that shop/PO moved to the newly refurbished space over Easter and is now fully operational in its new home.
 - 11.2.2 Lease – to **NOTE** that Clifton Ingram have been engaged to prepare the new lease. To **NOTE** that due to commercial sensitivities this item will be discussed in Part II.
- 11.3 Residential Properties – to **AGREE** the appointment of an agent to manage the residential properties. Paper circulated.

12 RECREATION

(Play areas/skateboard park/recreation grounds/football pitches/mpg court)
Lead Councillor: Cllr. P. Sampson (Interim)

- 12.1 Quarterly Playground Inspection – it is **PROPOSED** that Reading Borough Council be appointed to carry out the quarterly playground inspections at Swallowfield, Riseley and Farley Hill at a cost of £149.78.

13 HR

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

- 13.1 Pension Contributions – to **NOTE** that Royal County of Berkshire Pension Fund has published confirmation of the new employee contribution bandings for the Local Government Pension Scheme (LGPS).

16 ENVIRONMENT

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

- 16.1 Rural Crime Action Group (RCAG) – to **NOTE** that the next meeting will be held on Monday 30th April 2018, 10am, Rose Room, Swallowfield Parish Hall. To **NOTE** that Bill Dance would be replacing Simon Weeks as Chairman of the group.
- 16.2 Fields Forum (previously known as the NAG) – to **NOTE** that the next meeting will be held on Wednesday 23rd May 2018, 7:30pm at Shinfield Parish Hall.

17 RESILIENCE

(Flooding/ditches/rivers/ Flood Resilience Group (FRG))
Lead Councillor: Angela King

- 17.1 FRG – update.

18 BOROUGH MEETINGS

- 18.1 Wokingham Borough Council Clerks Forum – to **NOTE** that this meeting took place on Monday 12th March 2018, the Clerk attended.
- 18.2 Borough Parish Liaison Forum – to **NOTE** that the Cllr. Sampson and the Clerk attended this meeting on 26th March 2018. The minutes have

19 OUTSIDE ORGANISATIONS

- 19.1 Neighbourhood Policing – to **NOTE** that following community concern at the spike in burglaries and fraud offences within the Wokingham Local Police Area two conferences have been arranged. Tuesday 10th April, 18:30 at Earley Crescent Community Centre, Earley and Saturday 12th May, 10:30 at Oakwood Community Centre, Woodley. See attached posters.

20 DATE OF NEXT MEETING

Tuesday 8th May 2018 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield. To **NOTE** that this meeting will be the Annual Meeting of Swallowfield Parish Council.

NOTES

20.1

Burglary & Fraud Community Conference

Tuesday 10th April 2018
18:30 - 21:00

Earley Crescent Community Centre

**Stands offering
advice**

18:30-19:00

Free refreshments

**Wokingham Borough
Council – Wardens**

**Royal Berkshire Fire and
Rescue**

Trading Standards

Thames Valley Police

**Community
forum/Neighbourhood
Action Group**

Meet your local Councillors

Guest speakers

19:00-21:00

**Head of Fraud, City of
London Police**

**Detective Inspector Gavin
Tyrrell**

**Wokingham Local Burglary
Squad**

Detective Constable Boyd

**Trading Standards Officer
Phillip Shepherd**



**TRADING
STANDARDS**

Burglary & Fraud Community Conference

Saturday 12th May 2018

10:30 - 13:00

Oakwood Community Centre

**Stands offering
advice**

10:30-11:00

Free refreshments

**Wokingham Borough
Council – Wardens**

**Royal Berkshire Fire and
Rescue**

Trading Standards

Thames Valley Police

**Community
forum/Neighbourhood
Action Group**

Meet your local Councillors

Guest speakers

11:00-13:00

**Head of Fraud, City of
London Police**

**Detective Inspector Gavin
Tyrrell**

**Wokingham Local Burglary
Squad**

Detective Constable Boyd

**Trading Standards Officer
Phillip Shepherd**



**WOKINGHAM
BOROUGH COUNCIL**



**TRADING
STANDARDS**