

NOTICE IS HEREBY GIVEN THAT A MEETING OF
SWALLOWFIELD PARISH COUNCIL
WILL TAKE PLACE ON TUESDAY 12th SEPTEMBER 2018
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL,
SWALLOWFIELD STREET, SWALLOWFIELD AT 7.30PM



Mrs. E. Halson, Clerk
6/09/18

Members: Cllr. J. Anderson (Chairman) Cllr. G.E. Collender Cllr. W. Dance
 Cllr C. Drew Cllr. A. King Cllr. M. McDonald
 Cllr. 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 Mr. P. Sampson – to **NOTE** that Mr. Sampson stepped down as a councillor on 31st August 2018 and that a Notice of a Vacancy has been displayed.

4.2 Councillor Vacancy – to **NOTE** to that there is a vacancy for a Parish Councillor, this vacancy may now be filled in accordance with Rule 8 of the Local Elections (Parishes and Communities) Rules 1986 and eligible persons may now be co-opted. Anyone interested should contact the Clerk or any member of the Parish Council.

5 MINUTES OF LAST MEETING

- 5.1 To **APPROVE** the minutes of the Parish Council meeting held on 14th August 2018.

6 CLERKS REPORT

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

7 PLANNING

Chairman of Planning Committee: Cllr. J. Wheelwright

- 7.1 Current applications

- 7.1.1 182003 – St John's Church, Church Road, Farley Hill RG7 1TS

Application for the variation of condition 2 of planning consent 151842 for the change of use of place of worship to dwelling house. Condition 2 relates to approved plans, the proposed changes include- pitched roof instead of flat roof over dining room; change in materials from render to sawn oak cladding; increase in footprint of garage; increase in ridge height over garage and reduction in size of front porch.

- 7.1.2 182053 – The Marshes, School Lane, Riseley RG7 1XT
Householder application for the proposed erection of a detached double car port (Resubmission of 172902).

- 7.1.3 182099 – Woodside, Castle Road, Farley Hill RG7 1UL
Full application for the proposed erection of replacement dwelling and garage, following demolition of existing dwelling, garage and outbuildings.

- 7.1.4 182219 – 7 The Mews, Farley Hill, RG7 1XD
Householder application for the proposed erection of single storey rear extension to dwelling following the demolition of the existing conservatory, conversion to the existing garage to create habitable accommodation, insertion of two roof lights plus changes to fenestration.

- 7.1.5 182223 – 8 The Mews, Farley Hill, RG7 1XD
APPLICATION FOR WORKS TO PROTECTED TREE(S)TPO 437/1988, AREA 1 and Area 2 Area 1: T1, Sycamore - Fell to ground level. T2, Beech - Remove Ivy, deadwood and dead limbs. Area 2: G1, 5 no. Sycamore - Fell to ground level.

- 7.2 Results

- 7.2.1 181130 – Land to the West of Trowes Lane, Swallowfield
Application to vary conditions 3, 17, 20, 23 following the grant of planning consent 162498 (APP/X0360/W/17/3175817) for the proposed erection of up to 20 dwellings with associated access, parking, open space and landscaping, access to be considered, all other matters reserved.

Approved

Swallowfield Parish Council objected to this application as it had concerns about the proposal for access to the site.

- 7.2.2 181385 – Land adjacent to Oakleigh House, Part Lane, Swallowfield RG7 1TB
Forestry prior approval application for the erection of an open sided building with a corrugated steel roof for the storage of wood and machinery. **Approved**

The council expressed concerns about this application and asked that conditions were laid down to ensure that the activities were limited and appropriate operating hours applied.

- 7.3 16/02989/OUT – Land at Odiham Road, Riseley RG7 1SH
Details of appearance, landscaping, layout and scale (Reserved Matters) pursuant to outline planning permission ref: 16/02989/OUT for the development of up to 83 residential dwellings, vehicular access from Odiham Road, public open space, ancillary works and associated infrastructure.

To **NOTE** that Cllr. Bell, Chairman, Heckfield Parish Council and Cllr. Wheelwright met with Cala Homes to discuss options for improving the design of the houses on this site. Cala have resubmitted a plan where the design of the properties is much more in keeping in the village setting and takes into account suggestions in the Riseley Village Design Statement. Revised sketches have been prepared. Circulated.

- 7.4 Minerals & Waste Draft Plan Consultation – to **NOTE** that a consultation meeting will be held on Wednesday 19th September, 4pm to 8pm at Arborfield Green Community Centre, Sheerlands Road, Arborfield RG2 9ND.

- 7.5 GVOL Application

- 7.5.1 OH2016129 R – MT Scaffolding (Southern) Limited, Blackcroft Farm, Foxhill, Farley Hill RG7 1UJ
Authorisation for 8 vehicles.

- 7.6 Tree Preservation Orders (TPOs) – to **NOTE** only

- 7.6.1 1654/2018 – served. Relates to trees located on land to the west of Lambs Lane and to the east of Beech Hill Road, to the north-east of Loddon Court, Swallowfield.

8 **FINANCE**

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

Lead Councillor: TBA

- 8.1 Lead Councillor – to **APPOINT** a Lead Councillor for Finance.

- 8.2 Accounts

- 8.2.1 Accounts – to **NOTE** that the monthly accounts have been circulated. It is **PROPOSED** that these are accepted.

- 8.2.2 Bank Reconciliation Statements – to **APPROVE** the Bank Reconciliation Statements. Circulated.

- 8.3 Budget – to **NOTE** that the RFO will be preparing the budget shortly, any items for consideration in the 2019/20 budget should be forwarded by the end of September.

- 8.4 Insurance – to **CONSIDER** the quotes for insurance received. See notes.

- 8.5 Licence Fees
- 8.5.1 Sports Pavilion, Riseley – it is **AGREE** the licence fee to be charged for Riseley & Swallowfield and Farley Hill Tennis Club for the Sports Pavilion at Riseley from 1st April 2019 to 31 March 2020. Paper circulated.
- 9 BILLS FOR PAYMENT – to APPROVE** [list to be provided at meeting]
- 10 PROPERTY**
(Fieldfare)
Lead Councillor: Cllr. J. Anderson
- 10.1 Fieldfare, Commercial Premise - to **NOTE** that the existing lease has expired and the new lease has not yet been signed. It is hoped that this situation will be resolved shortly as the premises is now being occupied as a tenancy at will.
- 11 ENVIRONMENT**
(The Marshes/Van Demans/Swallowfield Meadow/Community/Orchard/
Biodiversity/Footpaths/Waste/NAG/RCAG)
Lead Councillor: Cllr. A. King
- 11.1 The Fields NAG – to **NOTE** that the next meeting will be held on Wednesday 28th September 2018, 7:30pm, Shinfield Parish Hall.
- 11.2 Boardwalk, Riseley Common – it is **PROPOSED** that the Parish Council agree to support financially a group of local volunteers who have offered to repair the boardwalk at Riseley Common by purchasing the materials required at a cost of approx. £3,000 plus VAT. This is subject to the appropriate insurances being place and the work being carried out to a standard required by the Parish Council. The subframe would be repaired and the wooden slats replaced with wood effect composite boards which will be much more durable. The quote from a commercial company was approx. £7,200 plus VAT
- 12 RESILIENCE**
(Flooding/ditches/rivers/Flood Resilience Group (FRG))
Lead Councillor: Cllr. A. King
- 12.1 FRG Projects - Update
- 12.2 Flood Resilience Equipment – to **NOTE** that the training date will take place on 6th October 2018, 09:30 in the Davies Room.
- 12.3 Strategic Flood Risk Assessment – to **AGREE** the council's response to this consultation.

13 BOROUGH FORUMS/MEETINGS

- 13.1 Borough Plan (WBC) – to **NOTE** that the council has published a draft Borough Plan That sets out a proposed vision for the area, the values and principles it will follow and the priorities it will focus on.

To **AGREE** that the council will prepare a response to be considered at the next meeting.

Residents are encouraged to have their say by completing the survey by 30th September 2018.

<http://www.wokingham.gov.uk/news-and-consultation/consultation-and-having-your-say/current-consultations/?entryid206=463243>

- 13.2 Clerk's Forum – to **NOTE** that the Clerk attended the Clerk's Forum on 5th September 2018. Topics discussed included Borough Plan, Health and Wellbeing and Planning.
- 13.3 Development Management (WBC) – to **NOTE** that there will be a meeting held on 27th September, 7-8pm at Shute End. Email circulated.
- 13.4 Clerks/WBC Forum – to **NOTE** that the next meeting will be held on Friday 28th September.

14 OUTSIDE ORGANISATIONS

- 14.1 AWE – to **NOTE** that John Steele, a representative from AWE will meet with the Parish Council prior to the Parish Council meeting.
- 14.2 re3 Recycling – to **NOTE** that re3 are inviting members of the public to attend a tour of the Material Recycling Facility in Reading. Details of dates and how to book can be found at <https://re3recycleweektour.eventbrite.co.uk> or on the re3 Facebook page.

15 DATE OF NEXT MEETING

Tuesday 9th October 2018 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield.