

NOTICE IS HEREBY GIVEN THAT A MEETING OF
SWALLOWFIELD PARISH COUNCIL
WILL TAKE PLACE ON TUESDAY 8TH JANUARY 2019
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL,
SWALLOWFIELD STREET, SWALLOWFIELD AT 7.30PM



Mrs. E. Halson, Clerk
3/1/19

Members: Cllr. J. Anderson (Chairman) Cllr. M. Binns Cllr. W. Dance
 Cllr C. Drew Cllr. A. King Cllr. S. Lonorgan
 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

5 MINUTES OF LAST MEETING

5.1 To **APPROVE** the minutes of the Parish Council meeting held on 11th December 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 – for details see page 4.

7.1.1 183238 The Old Post House The Street Swallowfield Wokingham RG7 1QY

7.1.2 183239 The Old Post House The Street Swallowfield Wokingham RG7 1QY

7.1.3 183370 Mistletoe Cottage The Devils Highway Riseley RG7 1XR

7.1.4 183393 The Loft, Flat Part Lane Swallowfield RG7 1TB

7.2 Results (For information only) – to **NOTE** the following results, for details see page 5.

7.2.1 182007 5 Farley Court Church Road Farley Hill RG7 1TT Withdrawn

7.2.2 182959 Holly Lodge, Castle Hill Road, RG7 1XA Approved

7.2.3 183191 3 Beehive Cottages Trowes Lane Swallowfield RG7 1RP Approved

7.3 Local Plan Update: Homes for the future consultation – to **NOTE** this consultation will now run until 22nd Feb 2019. Residents are encouraged to complete the on-line survey as this will guide where and how growth will take place in the borough in the years up to 2036. Alternatively attend one of the engagement events taking place at a number of locations in the borough. For details see page 6.

8 FINANCE

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

Lead Councillor: Cllr. J. Anderson

8.1 Accounts

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

8.1.2 Bank Reconciliation Statements – to **APPROVE** the Bank Reconciliation Statements.

8.2 Budget – to **NOTE** that the proposed budget has been circulated. It is **PROPOSED** that the 2019/2020 budget be **APPROVED**.

8.3 Precept – it is **PROPOSED** that a precept of £20,530 be set and submitted to Wokingham Borough Council. This figure should result in individual households seeing no increase in the precept paid.

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

10 PROPERTY

(Fieldfare, Halls, Land)

10.1 Storage – to **NOTE** that Tessa Costin (Russell Players), Ian Fullerton and Paul Harrington (Scouts) have agreed to join the working group to investigate options for storage in the parish. The first meeting will be held on 17th January.

10.2 Sports Pavilion – to **NOTE** that a meeting will be held with the Tennis Club on Wednesday 9th January. Cllrs. Anderson, Dance, Drew and King will attend.

11 RESILIENCE

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

Lead Councillor: Cllr. A. King

- 11.1 Ditch Maintenance – to **NOTE** that the annual ditch maintenance work will begin on 8th January at a cost of £1,200 plus VAT.

12 ENVIRONMENT

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

Lead Councillor: Cllr. A. King

- 12.1 NAG – to **NOTE** receipt of revised minutes for the last meeting held on 21st November 2019. The next meeting will be held on Wednesday 30th January, 7:30-9pm in Shinfield Parish Hall.
- 12.2 Campaign for Cleaner and Greener – to **NOTE** that the next meeting will be held on Tuesday 15th January 10am to noon at Smallmead Recycling Centre. Cllr. Lonorgan and the Clerk will attend.

13 COMMUNICATION

(Newsletter/Website/Annual Report/Media)

Lead Councillor: Cllr. G. Collender

- 13.1 Advertising – it is **PROPOSED** that the council does not accept advertising in the parish Newsletter. See notes on page 7.
- 13.2 Newsletter articles – it is **PROPOSED** that the council allows local charities and small start-up ventures to publish a short article in the newsletter. See notes on page 6.

14 DATE OF NEXT MEETING

Tuesday 12th February 2019 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield.

NOTES

7.1 Current Applications

Agenda Ref	App No	Type	Address	Application
7.1.1	183238	Householder	The Old Post House The Street Swallowfield Wokingham RG7 1QY	Householder application for the proposed installation of a circular window at ground floor level.
7.1.2	183239	Listed Building Consent	The Old Post House The Street Swallowfield Wokingham RG7 1QY	Application for Listed Building consent for the proposed installation of a circular window at ground floor level.
7.1.3	183370	Full Planning Approval	Mistletoe Cottage The Devils Highway Riseley RG7 1XR	Full application for the proposed erection of 1no dwelling and outbuilding following demolition of existing dwelling and garage.
7.1.4	183393	Full Planning Approval	The Loft, Flat Part Lane Swallowfield RG7 1TB	Full planning application for the change of use of ground floor of existing building from storage to residential plus extensions to create 3no bedroom dwelling.

7.2 Results

Agenda Ref	App No	Address	Application	Result
7.2.1	182007	5 Farley Court Church Road Farley Hill RG7 1TT	Full application for the proposed replacement garage block consisting of 9 no. units following demolition of existing garage block. <i>The council did not comment on this application</i>	Withdrawn
7.2.2	182959	Holly Lodge, Castle Hill Road, RG7 1XA	Householder application for the proposed erection of single storey side extension to the existing dwelling. <i>The council did not comment on this application</i>	Approved
7.2.3	183191	3 Beehive Cottages Trowes Lane Swallowfield RG7 1RP	Householder application for proposed part alteration to raise roof at the front of the existing dwelling, and alteration at the rear of the existing dwelling to change the roof from flat to pitch. <i>The council did not comment on this application</i>	Approved

NOTES

7.3 Local Plan Update – Homes for the future consultation

Residents are encouraged to respond as this will guide where and how growth will take place in the borough in the years up to 2036. This is a chance for all residents to have their say about where development should take place, density and height of buildings and land for employment centres. It is a chance to comment on the suitability of sites which have been put forward for development.

Homes for the future consultation

The consultation on our Local Plan runs to Friday 22 February. We welcome everyone being involved. To have a say, visit our website at www.wokingham.gov.uk/localplanupdate or come along to one of our engagement events below.

 WINNERSH Tuesday 4 December 2018 7pm to 9pm Winnersh Community Centre New Road, Winnersh RG41 5DU	 WOKINGHAM WITHOUT Monday 7 January 2019 7pm to 9pm The Howard Palmer Room, St Sebastian's Memorial Hall, Nine Mile Ride RG40 3BA	 TWYFORD Thursday 10 January 2019 7pm to 9pm Loddon Hall Loddon Hall Road, Twyford, RG10 9JA
 WOKINGHAM Wednesday 16 January 2019 7pm to 9pm Wokingham Town Hall Market Place, Wokingham RG40 1AS	 SHINFIELD Tuesday 22 January 2019 7pm to 9pm Ryeish Green Sports Centre, Hyde End Lane RG7 1EP	 ARBORFIELD Wednesday 30 January 2019 7pm to 9pm Henry Street Garden Centre Swallowfield Rd, Arborfield RG2 9JY
 EARLEY Wednesday 6 February 2019 7pm to 9pm Trinity Church, Chalfont Close, Earley RG6 5HZ	 WOODLEY Tuesday 12 February 2019 7pm to 9pm Oakwood Centre Headley Road, Woodley, RG5 4JZ	

www.wokingham.gov.uk/localplanupdate



WOKINGHAM
BOROUGH COUNCIL

13.1 Newsletter Advertising

The charge for advertising in the newsletter is reviewed with effect from the Spring issue each year. However, it is my personal opinion as editor that we should discontinue having commercial advertisements in the newsletter, for the following reasons:

Firstly, some history: The Parish Council agreed to accept advertisements in the quarterly newsletter in Spring 2008. This was primarily at the request of a parishioner who wished to place two advertisements on a regular basis and found the cost of advertising in REACH too high (nb: she stopped advertising in 2013). The PC discussed the request and agreed to go ahead. It was therefore done as a service to the community rather than a commercial venture. It was also agreed that advertisements should only be accepted from people resident in or local to the parish.

1. In 2018 we have had only two advertisers, producing a total annual income of £176.00
2. The number of advertisers has been decreasing each year. We had a maximum of eight in 2012, reducing over the years to three in 2017 and two in 2018
3. The income received is now negligible in relation to the annual cost of producing and distributing the quarterly newsletter. The annual cost for the past four issues (Winter 2017 to Autumn 2018 – the costs for the Winter 2018 issue have not yet been received) was as follows:

Printing (950 copies per issue):	£3,580.00	
Distribution (including extra cost for occasional flyers):	£945.00	
Total:	£4525.00	excl VAT

4. I would prefer to stop advertising and instead offer small start-up local ventures or charities an opportunity to have a short, one-off article. These could be grouped together at the end of the newsletter under an appropriate header, as has been done in the past and we occasionally do now, where appropriate.

However, if the Council decides that it would like to continue accepting advertisements in the newsletter, I recommend that the current charge of £88.00 per annum be increased to £93.00. This represents an increase of 5.68%.

Gordon Collender
December 2018