

TO ALL MEMBERS OF SWALLOWFIELD PARISH COUNCIL  
NOTICE IS HEREBY GIVEN AND YOU ARE SUMMONED  
TO ATTEND A MEETING OF  
SWALLOWFIELD PARISH COUNCIL  
ON TUESDAY 11TH JANUARY 2022, 7:30PM  
HELD IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL *E. Halson*  
Mrs. E. Halson, Clerk  
06/01/22

Members: Mr. J. Anderson (Chair) Mr. M. Binns Mrs. C. Drew  
Mrs. L. Edmonds Mr. I. Fullerton Mrs. A. King  
Mr D. Lamont Mrs. M. McDonald Mr. J. Wheelwright

Note: This meeting is open to the public and press and will be subject to the COVID guidance in place at the time of the meeting. If you wish to attend, please contact the Clerk as numbers may be limited.

## **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 MINUTES OF LAST MEETING**

4.1 To **APPROVE** the minutes of the Parish Council meeting held on 14<sup>th</sup> December 2021.

### **5 CLERK'S UPDATE**

5.1 Report on matters arising and outstanding actions from last meeting. (available at the meeting)

**6 PLANNING**

Chairman of Planning Committee: Cllr. J. Wheelwright

6.1 Current applications – see details on page 4.

6.1.1 214092 - 1 The Street Swallowfield RG7 1QY

6.1.2 214052 - Glasspool Farm Part Lane Riseley Wokingham RG7 1RU

6.1.3 213273 - Glasspool Farm Part Lane Riseley Wokingham RG7 1RU

6.2 Results – see details on page 4.

6.2.1 213508 – 1 Farley Court, Church Road, Farley Hill Rg7 1TT Approved

6.4 Enforcement – to **NOTE** that there are 11 cases open of which 4 are new. 4 cases were closed this month, all deemed as “No Breach”.

6.5 Local Plan Update – to **AGREE** a response to the consultation on the Local Plan Update. Draft circulated by Cllr. Wheelwright.

**7 FINANCE**

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

Lead Councillor: Cllr. J. Anderson

7.1 Accounts Update

7.1.1 Month End Accounts – to **NOTE** the Month End Accounts have been circulated. It is **PROPOSED** that these are accepted.

7.1.2 Bank Reconciliation Statements – it is **PROPOSED** that the Bank Reconciliation Statements are **APPROVED**. Circulated.

7.1.3 2022/2023 Budget – to **NOTE** the proposed 2022/23 budget has been circulated. It is **PROPOSED** that this be **APPROVED**.

7.2 Precept – it is **PROPOSED** that a precept of £32,237 be set and submitted to Wokingham Borough Council.

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

**9 CLIMATE CHANGE EMERGENCY**

(Lead Councillor: Cllr. D Lamont)

9.1 Waste Management - it is **PROPOSED** that Cllr. Lamont and the Clerk, supported by Cllrs. King and McDonald, undertake a review of all waste collections and explore what can be done to streamline arrangements and increase recycling at all sites.

**10 PROPERTY**  
(Fieldfare, Halls, Land)  
Lead Councillor: Cllr. J. Anderson

10.1 Post Office - update.

**11 COMMUNICATION**  
(Newsletter/Website/Annual Report/Media)  
Lead Councillor: Cllr. D. Lamont

11.1 Updates – to **NOTE** Cllr. Lamont has circulated an update on the following:

- Agency
- Newsletter Survey
- Website
- Email
- Facebook

**12 DATE OF NEXT MEETING**

The next meeting of Swallowfield Parish Council will be held on Tuesday 8<sup>th</sup> February 2022 at 7.30 p.m. in The Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield.

If you would like to attend the meeting, please let the Clerk know in advance as there is limited space.

Appendix A

6 PLANNING

6.1 Current Applications

Agenda Ref	App No	Type	Address	Application
6.1.1	214092	Householder	1 The Street Swallowfield RG7 1QY	Householder application for the proposed extension of a single storey front porch and single and 2-storey side and rear extensions following demolition of a side car port and rear single storey extension, plus 2no. solar panels to the rear roof and 4no.rooflights to the side and rear extensions.
6.1.2	214052	Full application	Glasspool Farm Part Lane Riseley RG7 1RU	Application for Listed Building consent for the proposed changes to fenestration
6.1.3	213273	Full application	Glasspool Farm Part Lane Riseley RG7 1RU	Full application for the proposed demolition of existing farmhouse and erection of a new dwelling house and detached garage.

6.2 Results

Agenda Ref	App No	Address	Application	Result
6.2.1	213508	1 Farley Court, Church Road Farley Hill RF7 1TT	Application for Listed Building consent for the proposed installation of a parapet to the existing roof (part retrospective).	Approved