

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 APRIL 2023 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk
5/04/23

Members: Cllr. J. Anderson, Cllr. M. Binns, Cllr. C. Drew, Cllr. L. Edmonds, Cllr. I. Fullerton,
Cllr. M. McDonald, Cllr. S. Taylor, 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 CHAIR'S ANNOUCEMENTS

- 4.1 Resignation – to **NOTE** that David Lamont stepped down from the council on 27th March.
- 4.2 Coronation – to **AGREE** how the council should mark this occasion.
- 4.3 Litter Pick – to **NOTE** that this event was a great success and to express the council's gratitude to Peter and Claire Sampson for organising the day.

5 MINUTES OF LAST MEETING

- 5.1 To **APPROVE** the minutes of the Parish Council meeting held on 14th March 2023.

6 CLERK'S UPDATE - available at the meeting.

7 PLANNING

Chair of Planning Committee: Cllr. I. Fullerton

7.1 Current applications – see page 4 for details.

7.1.1 230411 - The Old Vicarage, The Street, Swallowfield, RG7 1QY

7.1.2 230511 - The Red Lodge, Church Road, Swallowfield RG7 1TH

7.1.3 230515 - Delphi, The Street, Swallowfield RG7 1RE

7.1.4 230568 - Springfields, Trowes Lane, Swallowfield RG7 1RN

7.1.5 230734 - 2a Kent Cottage, Odiham Road, Riseley RG7 1SD

7.2 Results – see page 5 for details

7.2.1 222442 - Honeywood, Spring Lane, Swallowfield RG7 1ST Approved

7.2.2 223584 - Stanford End Farm, Barge Lane, Swallowfield RG7 1SY Withdrawn

7.2.3 223583 - Stanford End Farm, Barge Lane, Swallowfield RG7 1SY Withdrawn

7.2.4 223727 - Land at Lambs Farm, Back Lane, Swallowfield RG7 1PQ Approved

7.2.5 230260 - Glasspool Farm, Part Lane, Riseley RG7 1RU Prior Approval not Given

7.2.6 230353 - 31 The Pippins, Swallowfield RG7 1LW Approved

7.2.7 230396 - Jouldings Farm, Jouldings Lane, Farley Hill RG7 1UR Withdrawn

7.3 Enforcement

7.3.1 Open Enforcement Investigations – to **NOTE** that there are four open investigations, two new and two on-going.

7.3.2 Closed Enforcement Investigations – to **NOTE** that four investigations have been closed, two “Application submitted”, one “Notice Served” and one “No breach”.

7.4 Tree Preservation Orders

7.4.1 TPO 1908/2022 – to **NOTE** that this order for seven trees south and west of Oak Cottage Basingstoke Road, Swallowfield came into effect on 27th October 2022.

8 COUNCIL BUSINESS

8.1 Councillor Vacancy – to **NOTE** that following David Lamont’s resignation Wokingham Borough Council have been notified and a notice of a vacancy has been posted. Anyone interested in joining the council should contact any member of the council or the Clerk.

8.2 Independent Remuneration Panel Review – to **NOTE** receipt of this report. Circulated.

9 FINANCE

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

Lead Councillor: Cllr. J. Anderson

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

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

9.3 Finance Working Group – to **NOTE** that the group will meet at 2pm on 12th May.

10 BILLS LIST

- 10.1 April 2023 – to **APPROVE** payments [list to be provided at meeting]

11 RESILIENCE

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

Lead Councillor: Cllr. I. Fullerton

- 11.1 Natural Flood Management (NFM) – to **NOTE** that Graham Stanley has reported that the Thames Regional Flood and Coastal Committee has approved the grant application for work on the NFM in Riseley. The full update has been circulated.

12 HALLS

(Maintenance/website/involvement with users/Marketing and Entertainment Groups)

Lead Councillor: Cllr. M. McDonald

- 12.1 Swallowfield Pre-school – to **NOTE** that Cllrs. Anderson, Drew and McDonald will meet with the Pre-school Committee on 11th April.

13 PROPERTY

(Fieldfare, Halls, Land)

Lead Councillor: Cllr. C. Drew

- 13.1 Riseley Memorial Hall – to **NOTE** that as reported in the newsletter Pam Wright is retiring as manager of the Tea Room. She has identified someone who is interested in taking over the existing operation. Cllrs. Drew, Anderson, and McDonald will meet to review the licence and constitution before meeting with the applicants.

- 13.2 Riseley Sports Pavilion – to **NOTE** that Cllr. Drew and the Clerk will meet with new Chair of Riseley Tennis Club on 17th April.

14 RECREATION

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

Lead Councillor: Cllr. L. Edmonds

- 14.1 Swallowfield Parish Allotment Association (SPAA) – to **NOTE** receipt of the minutes of the SPAA. Circulated.

15 CORRESPONDENCE

- 15.1 Freedom of Information Request – to **NOTE** receipt of an FOI request from a resident of Finchampstead. The request was for information about how and when members of the council were elected. The request has been completed.

16 DATE OF NEXT MEETING

Tuesday 9th May 2023 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield.

Appendix A

7 PLANNING

7.1 Current Applications

Agenda Ref	App No	Type	Address	Application
7.1.1	230411	Householder	The Old Vicarage, The Street, Swallowfield RG7 1QY	Householder application for the proposed erection of an entrance gate and associated fencing (retrospective).
7.1.2	230511	Full application	The Red Lodge, Church Road, Swallowfield RG7 1TH	Full application for the installation of metal gates at the Red Lodge (part retrospective).
7.1.3	230515	Householder	Delphi, The Street, Swallowfield RG7 1RE	Householder application for the proposed erection of a part two storey part first floor front extension and a single storey rear extension, plus installation of a rear dormer to facilitate conversion of the loft to habitable accommodation, conversion of the garage to habitable accommodation and changes to external materials and fenestration. (Part retrospective)
7.1.4	230568	Full application	Springfields, Trowes Lane, Swallowfield RG7 1RN	Full application for the change of use of land to facilitate the provision of hardstanding and the erection of 2 no. side extensions to the existing barn, plus alterations to fenestration. (Part retrospective)
7.1.5	230734	Householder	2a Kent Cottage, Odiham Road, Riseley RG7 1SD	Raising Rear Left side roof sloped to flat

7.2 Results

Agenda Ref	App No	Address	Application	Result
7.2.1	222442	Honeywood, Spring Lane, Swallowfield RG7 1ST	Householder application for the proposed single storey side rear extension plus first floor side extension following demolition of existing detached outbuildings. <i>Swallowfield Parish Council did not object to this application but asked that WBC consider the whether the increase in volume was appropriate.</i>	Approved
7.2.2	223584	Stanford End Farm, Barge Lane, Swallowfield RG7 1SY	Householder application for the proposed single storey extension and new sewage treatment plant following demolition of the existing attached outbuildings, barns and existing conservatory, insertion of 1 no. first storey window and other changes to fenestration	Withdrawn
7.2.3	223583	Stanford End Farm, Barge Lane, Swallowfield RG7 1SY	Householder application for the proposed single storey extension and new sewage treatment plant following demolition of the existing attached outbuildings, barns and existing conservatory, insertion of 1 no. first storey window and other changes to fenestration	Withdrawn
7.2.4	223727	Land at Lambs Farm, Back Lane, Swallowfield RG7 1PQ	Full application for the proposed erection of an agricultural store for private recreational use in conjunction with existing stable block and surrounding land. <i>Swallowfield Parish Council did not comment on this application.</i>	Approved

7.2.5	230260	Glasspool Farm Part Lane Riseley RG7 1RU	<p>Prior approval submission for proposed part conversion of 3 no. agricultural barns to form 5 no. dwellings with associated works including partial demolition.</p> <p>In summary the reason for the decision is that the proposal is not in accordance with the General Permitted Development Order as the application fails to provide sufficient details to demonstrate that the existing barn buildings can support the replacement roofs and interior walls without the introduction of new structural elements.</p> <p><i>Swallowfield Parish Council objected to this application as the proposed buildings were incompatible with adjacent properties and the village design statement.</i></p>	Prior Approval is required and not given
7.2.6	230353	31 The Pippins, Swallowfield RG7 1LW	<p>Full application for the erection of a 2.5 storey, 5 bedroom detached dwelling.</p> <p><i>Swallowfield Parish Council did not comment on this application.</i></p>	Approved
7.2.7	230396	Jouldings Farm Jouldings Lane Farley Hill RG7 1UR	<p>Full application for the proposed outbuilding over existing hardstanding to store current machinery and vehicles.</p>	Withdrawn