

TO ALL MEMBERS OF SWALLOWFIELD PARISH COUNCIL
NOTICE IS HEREBY GIVEN AND YOU ARE SUMMONED
TO ATTEND THE MEETING OF SWALLOWFIELD PARISH COUNCIL
ON TUESDAY 13TH JUNE 2023 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk
8/05/23

Members: Mr. J. Anderson, Mr. M. Binns, Mrs. C. Drew, Mrs. L. Edmonds, Mr. I. Fullerton,
Mrs. M. McDonald, Mr. S. Taylor

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 COUNCIL BUSINESS

4.1 Mr John McDermott – it is **PROPOSED** that Mr. J. McDermott be co-opted onto Swallowfield Parish Council to fill the vacancy advertised on 27th March 2023.

5 CHAIR'S ANNOUNCEMENTS

6 MINUTES OF LAST MEETING

6.1 Minutes of the meeting held on 9th May - to **APPROVE** the minutes of this meeting.

7 **CLERK'S UPDATE** - available at the meeting

8 PLANNING

Chairman of Planning Committee: Cllr. I. Fullerton

8.1 Current applications - see page 5 for details

8.1.1 231123 - The Meadow, Spring Lane, Swallowfield, RG7 1ST

8.1.2 231177 - Dukes Field Cottage, Riseley RG7 1SH

8.1.3 231196 – Riseley Farm, Part Lane, Swallowfield RG7 1TB

8.1.4 231208 - Millfield Farmhouse, Wellhouse Lane, Hook, Hampshire RG7 0RJ

8.1.5 231233 - Robin's Lodge Nursery, Part Lane, Swallowfield

8.2 Results – see page 6 for details

8.2.1 223734 – Brockendene, Church Road, Farley Hill RG7 1UH Refused

8.2.2 230240 - Balcombe Nurseries, Basingstoke Road, Swallowfield RG7 1PY Approved

8.2.3 230302 - Kingsbridge Farm, Lambs Lane, Swallowfield RG7 1JE Approved

8.2.4 230411 - The Old Vicarage, The Street, Swallowfield RG7 1QY Approved

8.2.5 230511 - The Red Lodge, Church Road, Swallowfield RG7 1TH Approved

8.2.6 230515 - Delphi, The Street, Swallowfield RG7 1RE Withdrawn

8.2.7 230568 – Springfields, Trowes Lane, Swallowfield RG7 1RN Refused

8.2.8 230942 - 9 The Mews Farley Hill RG7 1XD Consent given

8.2.9 231001 - Farley Castle, East Gate, Castle Hill, Farley Hill RG7 1XD Consent given

8.3 Appeals – see page 7 for details

8.3.1 APP/X0360/W/22/3311543 (WBC 222478) – Parkside House, Lambs Lane, Swallowfield
RG7 1JE Appeal Allowed with conditions

8.4 Enforcements Investigations - to **NOTE** that there are two open investigations and two have been closed, one *No Breach*, one *Voluntary Compliance*.

8.5 Street Naming – to **CONSIDER** the name proposed by Cove Homes for the development to the west of Trowes Lane. Notes circulated.

9 FINANCE

(Budgets/investments/reserves/grants/risk assessments/insurance)

Lead Councillor: Cllr. J. Anderson

9.1 Month End

9.1.1 Month End Accounts – to **NOTE** that the Month End Accounts have been circulated.

It is **PROPOSED** that these are accepted.

9.1.2 Bank Reconciliation Statements – to **APPROVE** the Month End Bank Reconciliation Statements. Circulated.

9.1.3 Budget – to **NOTE** that the 2023/2024 budget has been entered into Rialtas. Projects being funded from earmarked/ring-fenced reserves are also shown in the Rialtas monthly reports.

9.2 Year End

9.2.1 Year End Accounts – to **NOTE** that the Year End Accounts have been circulated.

It is **PROPOSED** that these are accepted.

9.2.2 Bank Reconciliation Statements – to **APPROVE** the Year End Bank Reconciliation Statements. Circulated.

9.3 Internal Audit Report – to **NOTE** that the year-end report from the internal auditor has been received. It will be reviewed by the Finance Working Group. Circulated.

9.4 Annual Return

9.4.1 Annual Governance Statement – to **NOTE** that this has been circulated and all councillors are asked to confirm their understanding of the document.

It is **PROPOSED** that the Annual Governance Statement is **APPROVED**.

9.4.2 Accounting Statements – to **NOTE** that this has been circulated.

It is **PROPOSED** that the Accounting Statements are **APPROVED**.

9.4.3 Exercise of electors' rights – to **NOTE** that the inspection period commences on 19th June 2023 and ends on 28th July 2023.

9.5 Bank Accounts and Reserves – to **NOTE** that following the implementation of Rialtas all the reserves show as individual lines in reports. The council is holding a significant sum in its current account. Report circulated.

It is **PROPOSED** that:

- £30,590 is moved from the Fieldfare Account (UT) to the Public Sector Deposit Fund
- Fieldfare Account (UT) is closed
- £93,000 is moved from the Main Account (UT) to the Public Sector Deposit Fund

9.6 MaxStock – to **NOTE** that £359 remains of the bequest left by Max Bowker following MaxStock.

To **AGREE** that £359 is donated to a charity suggested by Fred Holloway, a close friend of Max, The Paddle Steamer Preservation Society.

10 PROPERTY

(Fieldfayre)

Lead Councillor: Cllr. C. Drew

10.1.1 Riseley Memorial Hall – it is **PROPOSED** that due to commercial sensitivities the press and public are excluded during discussion of this topic in accordance with the Local Government Act 1972 & Public Bodies (Admission to Meetings) Act 1960. Paper circulated.

11 ENVIRONMENT

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

Lead Councillor: Cllr. McDonald (Interim)

- 11.1 Fox's Run – to **NOTE** that the work carried out on Fox's Run last year has much improved the area.

It is **PROPOSED** that Pretty Green Landscapes are engaged to continue the maintenance/upkeep, including the top up of wildflower seeds, at a cost of £60 per month.

12 RECREATION

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

Lead Councillor: Cllr. L. Edmonds

- 12.1 Annual Play Inspections – to **NOTE** that this inspection has been carried out and the report received. An initial review of the report has been carried out, there are no high-risk issues. The Clerk has prepared a list of tasks to be carried out by council staff and another list of items which will need to be carried out by external contractors.

13 COMMUNICATIONS

(Newsletter/Website/Annual Report/Media)

Lead Councillor: Cllr. Fullerton (Interim)

- 13.1 Newsletter, Autumn Issue - to **NOTE** that the copy deadline is 14th August 2023.

14 DATE OF NEXT MEETING

Tuesday 11th July 2023 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall,
Swallowfield Street, Swallowfield.

Appendix A

8 PLANNING

8.1 Current Applications

Agenda Ref	App No	Type	Address	Application
8.1.1	231123	Full application	The Meadow, Spring Lane, Swallowfield, RG7 1ST	Full application for the proposed erection of new pedestrian and vehicular access gates, new vehicular access track and stopping up of existing vehicular access.
8.1.2	231177	Full application	Dukes Field Cottage, Riseley RG7 1SH	Full application for the erection of 2No detached dwellings with associated parking and landscaping.
8.1.3	231196	Listed Building Consent	Riseley Farm, Part Lane, Swallowfield, RG7 1TB	Application for Listed Building consent for the conversion of 1 no. existing curtilage listed threshing barn into 1 no. dwellinghouse and the demolition of 1 no. existing pole barn to facilitate the erection of 1 no. new dwellinghouse.
8.1.4	231208	Adjoining Parish Consultation	Millfield Farmhouse, Wellhouse Lane, Hook Hampshire RG7 0RJ	Consultation from Hart District Council for the following proposal 'Installation of a ground mounted solar photovoltaic array comprising 20kWp of solar panels (52 panels) secured using a 1m high stock fence and screened using 1m high hedges comprising of various native species of shrubs and bushes.'
8.1.5	231233	Full application	Robin's Lodge Nursery, Part Lane, Swallowfield	Full application for the proposed erection of 2no. buildings and open log store with associated parking, access and landscaping, plus the formation of an earth bund and acoustic screen around woodchipper, following demolition of existing green houses and mobile home.

8.2 Results

Agenda Ref	App No	Address	Application	Result
8.2.1	223734	Brockendene Church Road Farley Hill RG7 1UH	<p>Full application for the proposed erection of 2no. 4 bedroom dwellings with detached garages to the east of the existing dwelling. Plus erection of 1.8m timber fence to high side of banking.</p> <p>Summary of reasons for refusal: inappropriate development on a greenfield site within the countryside, outside any settlement boundaries, encroachment of the countryside, detrimental effect on the rural character of the area and footpaths, poorly accessible.</p> <p>Swallowfield Parish Council objected.</p>	Refused
8.2.2	230240	Balcombe Nurseries, Basingstoke Road, Swallowfield RG7 1PY	<p>Householder application for the proposed erection of two detached outbuildings.</p> <p>Swallowfield Parish Council had no comment on this application.</p>	Approved
8.2.3	230302	Kingsbridge Farm, Lambs Lane, Swallowfield RG7 1JE	<p>Full application for the erection of a single storey dwelling following demolition of the 2No agricultural buildings.</p> <p>Swallowfield Parish Council had no comment on this application.</p>	Approved
8.2.4	230411	The Old Vicarage, The Street, Swallowfield RG7 1QY	<p>Householder application for the proposed erection of an entrance gate and associated fencing (retrospective).</p> <p>Swallowfield Parish Council had no comment on this application.</p>	Approved
8.2.5	230511	The Red Lodge, Church Road, Swallowfield RG7 1TH	<p>Full application for the installation of metal gates at the Red Lodge (part retrospective).</p> <p>Swallowfield Parish Council had no comment on this application.</p>	Approved

Agenda Ref	App No	Address	Application	Result
8.2.6	230515	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)	Withdrawn
8.2.7	230568	Springfields, Trowes Lane, Swallowfield RG7 1RN	<p>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)</p> <p>Summary of reasons for refusal: harmful effect on the character and appearance of the area, unwarranted extension into the countryside, fails to maintain the high quality of the environment.</p> <p>Swallowfield Parish Council objected to this application.</p>	Refused
8.2.8	230942	9 The Mews Farley Hill RG7 1XD	APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 437/1988, AREA 2 T1, Birch – Fell.	Consent given
8.2.9	231001	Farley Castle, East Gate, Castle Hill, Farley Hill RG7 1XD	Application for works to protected tree(s) TPO 437/1988 Area 5 T1, Oak - Crown lift by 1m and remove deadwood. T2, Oak - Crown reduction by 2m.	Consent given