

MINUTES OF THE MEETING OF
SWALLOWFIELD PARISH COUNCIL
HELD ON TUESDAY 11th JULY 2023 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX

Present: Cllr. J. Anderson Cllr. C. Drew Cllr. L. Edmonds Cllr. I. Fullerton
Cllr. J. McDermott Cllr. M. McDonald Cllr. S. Taylor

In Attendance: Mrs. E. Halson (Clerk)

Members of the Public: 0

2700 APOLOGIES FOR ABSENCE
None.

2701 DECLARATIONS OF INTEREST
None.

2702 COUNCIL BUSINESS

2702.1 Co-option – it was **PROPOSED** and seconded that Mrs. V. Adams be co-opted onto Swallowfield Parish Council to fill the vacancy advertised on 12th April 2023. All in favour.

Mrs. Adams would be asked to visit the office to sign the declaration of acceptance of office. ¹

2703 MINUTES OF LAST MEETING

2703.1 Minutes of the meeting held on 13th June – it was **PROPOSED** and seconded that the minutes of this meeting be **APPROVED**. All in favour. ²

2703.2 Minutes of the Extraordinary Planning Meeting held on 4th July 2023 – it was **PROPOSED** and seconded that the minutes of this meeting be **APPROVED**. All in favour. ³

2704 CLERK'S UPDATE

2704.1 Update on items from previous meetings

2704.1.1 2652.1.3 – Riseley Sports Hall – it was **NOTED** that the work has been completed except for painting the ceilings which would be completed w/c 17th July.

¹ Clerk

² JA

³ JA

2704.1.2 MaxStock – it was **NOTED** that the Vice Chairman of the Paddle Steamer Preservation Society had thanked the council for the donation made in Max Bowker’s memory recalling that he was a life member of the Society and a keen supporter for 50 years.

2704.2 Other

2704.2.1 Trees – it was **NOTED** that the final stage of the tree work identified in the last report had been completed. A survey would be scheduled for next year.

2704.2.2 Pre-school Toilets – it was **NOTED** that work had been scheduled for the summer holidays at a cost of £320.88 plus VAT.

2705 PLANNING

Chairman of Planning Committee: Cllr. I. Fullerton

2705.1 Current applications – for details see page 2023/1106

2705.1.1 231514 - Delphi, The Street, Swallowfield RG7 1RE No comment

2705.1.2 230734 - 2a Kent Cottage, Odiham Road, Riseley RG7 1SD No comment

The following applications were not considered as documents had not yet been published.

2705.1.3 231520 - Invernentie House, Basingstoke Road, Riseley RG7 1QD

2705.1.4 231563 - 1 The Street Swallowfield RG7 1QY

2705.2 Results – for details see page 2023/1107

2705.2.1 231208 – Millfield Farmhouse, Wellhouse Lane, Hook RG7 0RJ No Objections (WBC)

2705.2.2 231443 – Land to East of Dukes Field Cottage, Norton Road, Riseley Objection (WBC)

2705.3 Appeals

2705.3.1 222256 (APP/X0360/W/23/3315026) – 1 Yeosfield, Riseley RG7 1SG – written representations. It was **NOTED** that the council’s written objection to the original application would be considered by the appeal inspector.

2705.4 Enforcements Investigations – it was **NOTED** that there six open investigations and one has been closed, *No Breach*.

2706 FINANCE

(Budgets/investments/sinking fund/grants/risk assessments/insurance) Lead
Councillor: Cllr. J. Anderson

2706.1 Accounts Update – it was **NOTED** that the monthly accounts had been circulated. It was **PROPOSED** and seconded that these be accepted. All in favour.

- 2706.2 Bank Reconciliation Statements – it was **NOTED** that the bank statements had been circulated. It was **PROPOSED** and seconded that these be **APPROVED**. All in favour. ⁴
- 2706.3 Finance Working Group – it was **NOTED** that the working group would meet on 12th July.
- 2706.4 Community Buildings Advice Service (CBAS) – it was **PROPOSED** and seconded that the council renew its subscription to CBAS at a cost of £87.50. All in favour. ⁵

2707 BILLS LIST

- 2707.1** July 2023 – it was **PROPOSED** and seconded that the payments as listed below be **APPROVED**.

On-line payments would be authorised by Cllrs. Anderson and Fullerton. All in favour. ⁶

1	Nigel Jeffries	1285.92
2	Precision Plumbing & Heating	84.00
3	Deposit Refund	300.00
4	Deposit Refund	100.00
5	Deposit Refund	100.00
6	Deposit Refund	300.00
7	Heartwood	2350.00
8	Select	105.53
9	Select	62.93
10	Select	85.73
11	Lucas Plumbing	105.24
12	Xylem	397.68
13	GLS	26.33
14	C Connell	430.00
15	Moorepay	73.12
16	Ricoh	181.93
17	Karen Luke	234.00
18	Calico Charity	265.00
19	D2D	354.00
20	CCB	105.00
21	InstaGroup	1374.00
22	E Thomas	2690.00
23	BACS Charge	17.12
24	CASTLE WATER	36.48
25	CASTLE WATER	184.36
26	HMRC PAYMENTS	821.15
27	Lloyds Bank (Alto Card)	3.00
28	Payroll - June	6355.24

⁴ JA

⁵ Clerk

⁶ JA/IF

29	Southern Electric	2196.89
30	Southern Electric	62.66
31	Wokingham Council	89.00
32	Wokingham Council	60.00
33	BT	411.08
34	Unity Trust Service Charge	41.40
35	Unity Trust Credit Handling Charge	7.80
36	SSE - Gas	126.21
37	Blucando	76.56

2708 COMMUNICATIONS

(Newsletter/Website/Annual Report/Media)

Lead Councillor: Ian Fullerton (Interim)

- 2708.1 Newsletter – it was **NOTED** that Cllrs. Fullerton and Anderson and the Clerk met to agree the timeline for production of the next newsletter.

It was **NOTED** the copy deadline is 19th July 2023.

2709 DATE OF NEXT MEETING

Tuesday 8th August 2023 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield.

Appendix A

2705 PLANNING

2705.1 Current Applications

Agenda Ref	App No	Type	Address	Application
2705.1.1	231514	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) It was PROPOSED and seconded that the council would not comment on this application. All in favour.
2705.1.2	230734	Householder	2a Kent Cottage, Odiham Road, Riseley RG7 1SD	Householder application for the proposed raising of part of the rear roof. It was PROPOSED and seconded that the council would not comment on this application. All in favour.
2705.1.3	231520	Householder	Invermentie House, Basingstoke Road, Riseley RG7 1QD	Householder application for the proposed single storey detached garage with covered open area to the rear along with access gate. Not considered, documents not available.
2705.1.4	231563	Variation/ Removal of Condition	1 The Street, Swallowfield RG7 1QY	Application to vary condition 2 of planning consent 214092 for the 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. Condition 2 refers to approved plans and the variation is to vary the roof design with new plans. Not considered, documents not available.

2705.2 Results

Agenda Ref	App No	Address	Application	Result
2705.2.1	231208	Millfield House, Wellhouse Lane, Hook 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. Swallowfield Parish Council did not comment on this application.	No objection (WBC)
2705.2.2	231443	Land to the East of Dukes Field Cottage, Norton Road, Riseley	Consultation from Hart District Council for the Erection of one 3 bedroom and one 4 bedroom dwelling with associated access, parking and landscaping. This application will be determined by Hart District Council. Both Swallowfield Parish Council and Wokingham Borough Council have raised objections to the proposal.	Objection (WBC)