

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 9th APRIL 2024 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk
04/04/24

Members: Mr. J. Anderson, Mr. M. Binns, Mrs. C. Drew, Mrs. L. Edmonds,
Mr. I. Fullerton, Mr J. McDermott, Mrs. M. McDonald, Mr. P. Schulz, 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 CHAIR'S ANNOUNCEMENTS

4.1 Annual Parish Meeting – to **NOTE** this will be held on Wednesday 22nd May.

4.2 Parish Litter Pick – to **NOTE** the council's gratitude to Peter and Claire Sampson for organising the day and to team that assisted on the day with refreshments and retrieval of bags of filled bags from the roadside.

5 MINUTES OF LAST MEETING

5.1 Minutes of the meeting held on 13th February 2024 - to **APPROVE** the minutes of this meeting.

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

7 **PLANNING**

Chair of Planning Committee: Cllr. I. Fullerton

7.1 Current applications – see details on page 4.

7.1.1 233016 - Tamarind Swallowfield Street Swallowfield Wokingham RG7 1QX

7.1.2 240608 - Broadwater Barn, Part Lane, Riseley RG7 1RU

7.1.3 240750 - Tudor Farm, Part Lane, Riseley RG7 1RU

7.1.4 240771 - 12 Yeosfield, Riseley RG7 1SG

7.1.5 240807 - Lancambria, Basingstoke Road, Swallowfield RG7 1PY

7.2 Results – see details on page 5.

7.2.1 240026 - Swallowfield Parish Hall, Swallowfield Street, Swallowfield RG7 1QX Approved

7.3 Appeals

7.3.1 APP/X0360/W/24/3340006 (WBC Ref: 230422) - Land West of Trowe's Lane and North of Charlton Lane, Swallowfield – to **NOTE** that an appeal has been made to the Secretary of State against the decision of Wokingham Borough Council to refuse planning permission. The appeal will be determined on the basis of an enquiry.

7.4 Enforcements Investigations - to **NOTE** that there four open investigations of which one is new. Four investigations have been closed, three *No Breach* and one *Voluntary Compliance*.

8 **FINANCE**

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

Lead Councillor: Cllr. J. Anderson

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

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

8.3 Charles Stanley – it is **PROPOSED** that Susan Howorth, Responsible Finance Officer is authorised to speak to Charles Stanley on behalf of the council.

9 **BILLS LIST**

9.1 April 2024 – to **APPROVE** payments [list to be provided at the meeting]

10 **PROPERTY**

(Buildings, Land)

Lead Councillor: Cllr. C. Drew

10.1 Fieldfare – 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.

10.2 Hall Upgrade

10.2.1 Update

10.2.2 Insurance – to **AGREE** the proposal for insuring of the working and the building during the work. Paper circulated.

10.3 Tennis Courts and Sports Pavilion – to **NOTE** that Cllr. Drew and the Clerk met with the Chair of Riseley Tennis Club. See notes and paper circulated by Cllr. Drew.

It is **PROPOSED** that:

10.3.1 The Council pays for the upgrade of the floodlights at the tennis club to LED lights substantially on the basis set out above and recovers its costs via the rent charged for the new lease of the courts.

10.3.2 The Council negotiate and enter into a new lease of the courts and a new licence of the clubhouse with the tennis club substantially on the basis set out in the paper circulated (subject to the advice of the Council's lawyers); and

10.3.3 Accordingly, the Council instruct lawyers to act on its behalf in drafting, advising on and finalising a new lease and new licence with the tennis club.

10.4 Riseley Recreation Ground – to **NOTE** that Cllr. McDermott and the Clerk met with the Chair of Shinfield Rangers Football Club (SRFC). Notes circulated.

To **AGREE** that in principle the council is happy for SRFC to use the football pitch/recreation ground for training up to two evenings a week and subject the playing conditions improving, for matches on Saturday mornings.

11 **DATE OF NEXT MEETING**

Tuesday 9th April 2024 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	233016	Householder	Tamarind Swallowfield Street Swallowfield RG7 1QX	Householder application for the proposed raising of part of the existing roof to form first floor habitable accommodation following removal of a chimney, plus the erection of a single storey extension and canopy roof, addition of a dormer window and changes to fenestration.
7.1.2	240608	Full application	Broadwater Barn, Part Lane, Riseley RG7 1RU	Full application for the change of use from offices to Place of Worship.
7.1.3	240750	Householder	Tudor Farm, Part Lane, Riseley RG7 1RU	Application for Listed Building consent for proposed installation of 1No second floor dormer window to the rear.
7.1.4	240771	Householder	12 Yeosfield, Riseley RG7 1SG	Householder application for proposed first floor side extension, loft conversion to create habitable accommodation with the insertion of 1 no. dormer to the the rear elevation with changes to the fenestration
7.1.5	240807	Householder	Lancambria, Basingstoke Road, Swallowfield RG7 1PY	Householder application for proposed garage conversion to create habitable accommodation, single storey front extension to create a porch ,single storey rear extension with changes to the fenestration

7.2 Results

Agenda Ref	App No	Address	Application	Result
7.2.1	240026	Swallowfield Parish Hall, Swallowfield Street, Swallowfield RG7 1QX	Full application for the proposed partial replacement of glazed units in atrium with opaque insulating panels; replacement of main entrance doors and atrium entrance doors with automatic doors; and installation of sun pipes. The Parish Council had no comment on this application.	Approved