

TO ALL MEMBERS OF SWALLOWFIELD PARISH COUNCIL
NOTICE IS HEREBY GIVEN AND YOU ARE SUMMONED
TO ATTEND THE ANNUAL MEETING OF SWALLOWFIELD PARISH COUNCIL
ON TUESDAY 11th JUNE 2024 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk
6/06/24

Members: Mr. J. Anderson, Mr. M. Binns, Mrs. C. Drew, Mrs. L. Edmonds, 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 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 Co-option - to **CONSIDER** the co-option of Mrs. V. Adams.

5 MINUTES OF LAST MEETING

5.1 Minutes of the meeting held on 12th May - to **APPROVE** the minutes of this meeting.

6 CLERK'S UPDATE - available at the meeting

7 PLANNING

Chairman of Planning Committee: Cllr. S. Taylor

7.1 Current applications – for details see page 4.

7.1.1 221241 - Land off Basingstoke Road, Spencers Wood

For info only

7.2 Results – for details see page 6.

7.2.1	240771 - 12 Yeosfield, Riseley RG7 1SG	Approved
7.2.2	240608 - Broadwater Barn, Part Lane, Riseley RG7 1RU	Approved
7.2.3	240409 - Farley Hill Farm, Church Lane, Farley Hill RG7 1UP	Approved
7.2.4	232273 - Glasspool Farm, Part Lane, Riseley RG7 1RU	Approved

7.3 Appeals

7.3.1 230422 – Land West of Trowes Lane and North of Charlton Lane, Swallowfield Update

8 FINANCE

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

Lead Councillor: Cllr. J. Anderson

8.1 Monthly Accounts

8.1.1 June 2024 – to **NOTE** that the accounts have been circulated. It is **PROPOSED** that these are accepted.

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

8.2 Year End

8.2.1 Year End Accounts – to **NOTE** the Year End Accounts were approved by the auditor.

8.3 Internal Audit

8.3.1 Interim Audit Report – to **NOTE** that the report has been received and will be reviewed by the Finance Working Group. Circulated.

8.4 Annual Return

8.4.1 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**.

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

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

8.4.3 Exercise of electors' rights – to **NOTE** that the inspection period commences on 13th June 2024 and ends on 22nd July 2024.

9 **BILLS LIST**

9.1 June 2024 – to **APPROVE** payments. List to be provided at the meeting

10 **HR**
(Appraisals/recruitment/staff training)
Lead Councillor: Cllr. C. Drew

10.1 Caretaker – to **NOTE** that interviews will take place on Wednesday 12th June.

11 **PROPERTY**
(Fieldfare, Halls, Land)
Lead Councillor: Cllr. C. Drew

11.1 Hall Upgrade – update

11.2 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. Document circulated.

11.3 Riseley Pavilion and Tennis Courts – 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. Document circulated.

11.4 Riseley Recreation Ground – to **AGREE** the program of work proposed and agreement to be signed with Shinfield Rangers Football Club. Document circulated.

12 **RESILIENCE**
(Flooding/ditches/rivers/ Flood Resilience Group 'FRG')
Lead Councillor: TBA

12.1 Flood Resilience Group – to **NOTE** receipt of notes from the last meeting held on 16th May. Circulated.

13 **CORRESPONDENCE**

13.1 Swallowfield Parish Allotment Association – to **NOTE** receipt of the minutes of the committee meeting held on 1st May 2024. Circulated.

14 **DATE OF NEXT MEETING**

14.1 Tuesday 9th July 2024 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield.

- 14.2 Annual Parish Meeting – this will take place on Wednesday 19th June at 7:30pm in Swallowfield Parish Hall. Light refreshments will be served. All residents are invited to attend this meeting.

Appendix A

8 PLANNING

8.1 Current Applications

Agenda Ref	App No	Type	Address	Application
8.1.1	241261	Screening Opinion	Land off Basingstoke Road, Spencers Wood	Screening Opinion for the erection of up to 475 dwellings (Use Class C3), 1ha of employment land, primary school, local centre, sports pitch, public open space, and associated infrastructure

8.2 Results

Agenda Ref	App No	Address	Application	Result
8.2.1	240771	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 rear elevation with changes to the fenestration	Approved
8.2.2	240608	Broadwater Barn, Part Lane, Riseley RG7 1RU	Full application for the change of use from offices to Place of Worship.	Approved
8.2.3	240409	Farley Hill Farm, Church Lane, Farley Hill RG7 1UP	Householder application for the proposed erection of a single storey stables and tack room along with a hay barn and shed following demolition of the existing stables.	Approved
8.2.4	232273	Glasspool Farm Part Lane Riseley RG7 1RU	Full application for the proposed erection of 1 no. detached dwelling following demolition of the existing dwelling. (Part retrospective)	Approved