

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 8<sup>th</sup> OCTOBER 2024 AT 7.30PM  
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk  
3/10/24

Members: Mrs. V. Adams, Mr. J. Anderson, Mr. M. Binns, Mrs. C. Drew, Mrs. L. Edmonds,  
Mr. J. McDermott, 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 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 Councillor Vacancy – to **CO-OPT** a member on to the council.

4.2 Borough Parish Liaison Forum – to **NOTE** that the next meeting will be held on Monday 14<sup>th</sup> October, 7pm.

4.3 Schools Provision – to **NOTE** that Cllr. Anderson and Mrs. Stanley would meet with Shinfield Parish Council on 10<sup>th</sup> October.

4.4 Remembrance Sunday – to **NOTE** that there will be an act of remembrance at the war memorial on Sunday 10<sup>th</sup> November.

## 5 MINUTES OF LAST MEETING

- 5.1 Minutes of the meeting held on 10<sup>th</sup> September - to **APPROVE** the minutes of this meeting.

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

## 7 PLANNING

Chairman of Planning Committee: Cllr. Taylor

- 7.1 Current applications – for details see page 4.

- |       |  |             |
|-------|--|-------------|
| 7.1.1 | 242189 – Norton Road, Riseley RG7 1SH                            | }           |
| 7.1.2 | 242324 – Dukes Field Cottage, Norton Road, Riseley RG7 1SH       | } same site |
| 7.1.3 | 24/01723/FUL – Dukes Field Cottage, Norton Road, Riseley RG7 1SH | }           |

- 7.2 Results – for details see page 5

- |       |   |                  |
|-------|---|------------------|
| 7.2.1 | 233093 – Springfields, Trowes Lane, Swallowfield RG7 1RN  | Appeal Dismissed |
| 7.2.2 | 240471 – 1 Norton Road, Riseley RG7 1SH                   | Approved         |
| 7.2.3 | 242243 – Handpost, Basingstoke Road, Swallowfield RG7 1PU | Approved         |

- 7.3 Local Plan Update – to **NOTE** that Cllr. Taylor attended a meeting organised by Arborfield Parish Council to discuss the impact of the Local Plan Update on the southern parishes.

To **NOTE** that Wokingham Borough Council have opened the consultation on this plan, it will close on Wednesday 13<sup>th</sup> November.

## 8 FINANCE

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

Lead Councillor: Cllr. J. Anderson

- 8.1 Monthly Accounts

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

Budget for 2025/26 – to **NOTE** that a draft budget will be prepared for consideration. Items for consideration should be passed to the Lead Councillor for Finance and the Clerk.

## 9 BILLS LIST

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

**10 PROPERTY**

(Fieldfare, Halls, Land)

Lead Councillor: Cllr. C. Drew

10.1 Hall Upgrade

10.1.1 Update – to **NOTE** that the building work is now complete. Work is underway to allow the facilities to be fully open to hall users.

10.1.2 Blinds – it is **PROPOSED** that blinds are fitted on all the windows and door panels in the Main Hall and corridor outside the toilets. There is a sum in the contract for treatment of the hall doors, the remaining money will come from the earmarked reserves “Hall Curtains”.

To **CONSIDER** the quotes to supply and fit the blinds.

10.2 Residential – 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.

**11 ENVIRONMENT**

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

Lead Councillor: Margaret McDonald (Interim)

Open Spaces – to **CONSIDER** the paper submitted by Angela King regarding the subgroup she leads for work on Van Demans. It is **PROPOSED** that this working group extends its scope and carries out the activities documented in the paper.

**12 CORRESPONDENCE**

12.1 Flooding on Jouldings Lane – to **NOTE** receipt of a request for assistance to deal with flooding at the bottom of Jouldings Lane.

12.2 Community Building at Riseley – to **NOTE** receipt of a request for assistance in gaining access to facilities in Riseley.

12.3 Dog Mess – to **NOTE** receipt of a request that the parish council publish an article on the harmful impact of dog mess.

**13 DATE OF NEXT MEETING**

13.1 Tuesday 12<sup>th</sup> November 2024 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield.

**Appendix A**

**7 PLANNING**

7.1 Current Applications

<b>Agenda Ref</b>	<b>App No</b>	<b>Type</b>	<b>Address</b>	<b>Application</b>
7.1.1	242189	Full application	Norton Road, Riseley RG7 1SH	Full application for the proposed erection of 1 No detached dwelling with associated parking and landscaping following the demolition of the existing dwelling.
7.1.2	242324	Neighbouring authority consultation	Dukes Field Cottage, Norton Road, Riseley RG7 1SH	Consultation from Hart District Council for the following proposal: The erection of a three bedroom dwellinghouse with associated car and cycle parking, access, refuse storage and landscaping following demolition of the existing Old School House.
7.1.3	24/01723/FUL	Full application submitted to Hart	Dukes Field Cottage Norton Road Riseley Reading RG7 1SH	Erection of a three bedroom dwellinghouse with associated car and cycle parking, access, refuse storage and landscaping following demolition of the existing Old School House

7.2 Results

<b>Agenda Ref</b>	<b>App No</b>	<b>Address</b>	<b>Application</b>	<b>Result</b>
7.2.1	242243	Handpost, Basingstoke Road, Swallowfield RG7 1PU	Householder application for the single storey side extension with roof light.	Approved
7.2.2	233093	Springfields, Trowes Lane, Swallowfield RG7 1RN	Certificate of lawfulness for the use of land for the parking and storage of vehicles, plant and machinery and laying of hardstanding to facilitate the change of use. The hardstanding has also been used for the placement of ancillary containers.	Appeal dismissed
7.2.3	240471	1 Norton Road, Riseley RG7 1SH	Householder application for proposed single storey side extension, two storey rear extension with pitched roof to match existing, followed by changes to fenestration and demolition of existing outbuilding.	Approved