

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 14<sup>TH</sup> JANUARY 2025 AT 7.30PM  
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk  
9/01/25

Members: Mrs. V. Adams, Mr. J. Anderson, Mrs. C. Drew, Mrs. L. Edmonds,  
Mr. J. McDermott, Mrs. M. McDonald, Mrs. L. Smith, 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

4.1.1 Councillor Vacancy – to **NOTE** that there is a casual vacancy, anyone interested should contact the Clerk or any member of the Parish Council.

### 5 MINUTES OF LAST MEETING

5.1 Minutes of the meeting held on 10<sup>th</sup> December - 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 5.

- |       |  |                         |
|-------|--|-------------------------|
| 7.1.1 | 243150 – Wyvols Court Farm, Basingstoke Road, Swallowfield | Prior Approval          |
| 7.1.2 | 243191 – Walnut Tree Farm, Benham Lane, Riseley RG7 1RY    | Variation of conditions |
| 7.1.3 | 243168 – Land at Sheepbridge Court Farm, Basingstoke Road  | Prior Approval          |

7.2 Enforcement Investigations – to **NOTE** that one investigation has been closed “No Breach”, three investigations are currently open.

## 8 FINANCE

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

Lead Councillor: Cllr. J. Anderson

8.1 Monthly Accounts

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

8.1.2 December 2024 – to **NOTE** that the accounts have been circulated.

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

8.3 Budget for 2025/26 – it is **PROPOSED** that the budget is **APPROVED**. Circulated.

8.4 Precept for 2025/2026 – it is **PROPOSED** that a precept of £37,463 be set and submitted to Wokingham Borough Council.

## 9 BILLS LIST

9.1 Jan 2025 – to **APPROVE** payments. List to be provided at the meeting.

## 10 PROPERTY

(Fieldfare, Halls, Land)

Lead Councillor: Cllr. C. Drew

10.1 Moss – to **NOTE** that the warm wet weather this year has resulted in an explosion of moss all across the parish facilities; Swallowfield Parish Hall car park, MUGA and children’s play area at Swallowfield, Riseley and Farley Hill. The council’s grounds maintenance contractor has advised that each area will need to be treated at least twice. Proposal circulated.

It is **PROPOSED** that the council’s grounds maintenance contractor is engaged to apply twice, an appropriate treatment at a cost of £1,496 plus VAT and that if required a third treatment at a cost of £748 plus VAT.

- 10.2 5 year electrical condition testing – to **NOTE** that this is due at Swallowfield Parish Hall, Riseley Memorial Hall and Riseley Sports Pavilion.

To **AGREE** the appointment of a contractor to carry out the work. Paper circulated.

It is **PROPOSED** that due to commercial sensitivities data relating to this item the press and public be excluded in accordance with the Local Government Act 1972 & Public Bodies (Admission to Meetings) Act 1960.

## 11 HALLS

(Maintenance/website/involvement with users/Marketing and Entertainment Groups)

Lead Councillor: Cllr. M. McDonald

- 11.1 Swallowfield Parish Hall Hire Rates – it is **PROPOSED** that due to commercial sensitivities data relating to this item the press and public be excluded in accordance with the Local Government Act 1972 & Public Bodies (Admission to Meetings) Act 1960. Paper circulated.

## 12 ENVIRONMENT

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

Lead Councillor: Louise Smith

- 12.1 Spring Litter Pick – to **NOTE** that this will take place on Saturday 22<sup>nd</sup> March. Peter and Clare Sampson have agreed to co-ordinate the day.
- 12.2 The Fields Neighbourhood Action Group (NAG) – to **NOTE** that the AGM was held on 6<sup>th</sup> November, minutes circulated, and the next meeting was held on 6<sup>th</sup> January 2025, Cllr. McDonald attended.

## 13 RESILIENCE

(Flooding/ditches/rivers/ Flood Resilience Group 'FRG')

Lead Councillor: Cllr. M. McDonald

- 13.1 Pumping Station, Thames Water – to **NOTE** that high water table levels have caused some sewer drains to overflow and some residents are experiencing "Restricted Toilet Use". These issues have been reported to Thames Water who are carrying out work at the pumping station. It is **PROPOSED** that the council writes to Thames Water expressing its concerns about capacity at the pumping station as there will be over 100 additional homes in the village shortly.

**14 RECREATION**

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

Lead Councillor: Cllr. L. Edmonds

- 14.1 Playground Annual Inspection Reports – to **NOTE** that this inspection was carried out by The Playground Inspection Company on 30<sup>th</sup> December 2024. An initial review of the report has established that there are no High Risk issues. The zip wire has been flagged as a Medium Risk, but was decommissioned several months ago, further work may be required to secure it further. All other items are Low or Very Low Risk and will be worked on as appropriate. Report circulated.

**15 ITEMS FOR FUTURE AGENDAS**

To note topics which the council would like to consider at future meetings. No discussion will take place on topics raised.

**16 DATE OF NEXT MEETING**

- 16.1 Tuesday 11<sup>th</sup> February 2025 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	243150	Prior Approval Submission	Wyvols Court Farm, Basingstoke Road, Swallowfield	Prior approval submission for the proposed erection of 1 no. agricultural building for storage of farm machinery and products, alongside operations associated with forestry activities including the storage and processing of cricket bat willow.
7.1.2	243168	Variation/Removal of Condition	Land at Sheepbridge Court Farm, Basingstoke Road, Swallowfield	Application to vary condition 14 of planning consent 142914 for the proposed solar farm comprising the erection of solar arrays of photovoltaic panels, inverter/transformer sheds, fencing, site storage cabin, combined DNO and EPC switchgear housing, internal gravel access road, and associated equipment (EIA Development). Condition 14 refers to the use of the site as a solar farm and the variation is to allow an increased period of solar farm operation.
7.1.3	243191	Prior Approval Submission	Walnut Farm, Benham Lane, Riseley RG7 1RY	Prior approval submission for demolition of 1 no. open sided barn and 2 no. sheds.