

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 11TH MARCH 2025 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk
28/02/25

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

1.1 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 Co-option – to **CONSIDER** co-option of a councillor.

4.2 Borough Parish Liaison Forum – to **NOTE** that the last meeting was held on Tuesday 18th February. Cllr. Anderson attended.

4.3 Community Governance Review – to **NOTE** that Finchampstead Parish Council has formed a working group to consider the Community Governance Review and would like to meet with representatives of Swallowfield Parish Council. Cllr. Anderson has offered to attend.

5 MINUTES OF LAST MEETING

- 5.1 Minutes of the meeting held on 11th February 2025 - 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 6.

7.1.1 242632 – Lancambria, Basingstoke Road, Swallowfield RG7 1PY

- 7.2 Results applications – for details see page 7.

7.2.1 250065 - Wyvols Court Farm, Basingstoke Road, Swallowfield RG7 1WY

Prior Approval not required

7.2.2 24/01723/FUL - Dukes Field Cottage Norton Road Riseley RG7 1SH

Refused

8 FINANCE

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

Lead Councillor: Cllr. J. Anderson

- 8.1 Monthly Accounts

8.1.1 January 2025 – to **NOTE** that the accounts have been circulated. It is **PROPOSED** that these be accepted.

8.1.2 February 2025 – to **NOTE** that the accounts have been circulated.

9 BILLS LIST

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

10 ENVIRONMENT & RURAL AFFAIRS

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

Lead Councillor: Louise Smith

10.1 Swallowfield Meadow – to **NOTE** that Cllrs. Smith and Taylor have reviewed the area and prepared a list of work which needs to be carried out. Report circulated.

10.2 Spring Litter Pick – to **NOTE** that this event will take place on Saturday 22nd March. It is **PROPOSED** that the council provides refreshments at a cost of up to £150.

11 PROPERTY

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

11.1 Swallowfield Parish Hall Upgrade

11.1.1 Automatic door – to **NOTE** that under delegate powers (Resolution 2806.1.5.2) the builder has been instructed to order and fit an automated door opener/closer for the door leading from the atrium to the Main Hall at a cost of £3,399 plus VAT.

11.2 Work Surface on hatch – to **NOTE** that there has been a concern raised regarding the edge of the work surface which protrudes into the hall.

11.3 Riseley Sports Pavilion - to **NOTE** that the drainpipe/guttering which has caused the leak in the roof of the Sports Pavilion will be repaired at a cost of £180 plus VAT. To **NOTE** that the drain underneath the downpipe has been cleared.

12 EDUCATION, HEALTH and WELLBEING

(Schools, Local health & wellbeing issues, Medical Practice, WBC-Health & social care, SCAS, Responders, Heartstart, Clinical Commissioning Group, CAB, Calico Trust)
Lead Councillor: Cllr. L. Smith

12.1 ARC – to **NOTE** receipt of a grant request from ARC Wokingham Youth Counselling.

13 CORRESPONDENCE

13.1 VE Day Celebrations – to **NOTE** receipt of a request for permission to place a crocheted soldier on the bench at Riseley Green.

14 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.

15 DATE OF NEXT MEETING

15.1 Tuesday 8th April 2025 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	242632	Householder	Lancambria, Basingstoke Road, Swallowfield RG7 1PY	Householder application for the proposed erection of a first-floor front/side extension, playroom, and garage conversion into habitable accommodation with associated changes to fenestration and the erection of a 1.8m high front entrance gate with two piers This application was considered by the council on 12 th November. Since then, revised plans have been submitted.

7.2 Results

Agenda Ref	App No	Address	Application	Result
7.2.1	250065	Wyvols Court Farm, Basingstoke Road, Swallowfield RG7 1WY	Prior approval submission for the proposed erection of 1 no. agricultural building for storage of farm machinery, materials and products required for the maintenance of pasture areas. The council did not comment on this application.	Prior Approval not required
7.2.2	24/01723/FUL	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. The council objected to this application	Refused by Hart DC