

SWALLOWFIELD PARISH COUNCIL
Parish Office, Swallowfield Street, Swallowfield RG7 1QX
Clerk: Mrs. C. Adams

NOTICE IS HEREBY GIVEN THAT A MEETING OF
SWALLOWFIELD PARISH COUNCIL
WILL TAKE PLACE ON TUESDAY 8TH NOVEMBER 2011 IN
THE DAVIES ROOM, SWALLOWFIELD PARISH HALL,
SWALLOWFIELD STREET, SWALLOWFIELD AT 7.30PM

Mrs. C. Adams, Clerk
3/11/11

Members: Mrs. M. McDonald (Chairman), Mr. J. Anderson, Mr. M.F. Bowker, Mr. G.E. Collender, Mr. D. Entwistle,
Mr. E. Handley, Mrs. A. King, Mr. P. Sampson, Mrs. B. E. Stanley

Note: This meeting is open to the public and press who are welcome to attend.
There will be an **OPEN FORUM** for informal discussion at the start of the meeting.

A G E N D A

The meeting will be temporarily adjourned for the next item which will not be minuted
OPEN FORUM for informal discussion with members of the public

1. APOLOGIES FOR ABSENCE

2. CHAIRMAN'S ANNOUNCEMENTS

Remembrance Day service at War Memorial 13th November 10.15 a.m. (volunteers needed for holding up traffic during 10 minute service)

3. MINUTES OF LAST MEETING

- a) to approve the minutes of the Parish Council meeting held on 11th October 2011
- b) matters arising and outstanding actions from last meeting

The meeting will be temporarily adjourned to the next item

4. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

5. HALLS

Mrs. McDonald/Mr. Bowker/Mr. Entwistle/Mrs. King

- 5.1 Hall refurbishment – update; and to consider purchasing new chairs (c/f)
- 5.2 New container – to consider insuring new container; to note letter from RPs with contribution towards cost (see below)
- 5.3 Hot water heaters for Swallowfield and Riseley kitchens – c/f from last meeting for alternatives;
- 5.4 Christmas trees – to agree purchase of Christmas trees for both halls
- 5.5 Electrician – to agree a new electrical contractor (quotes to be provided)
- 5.6 Damage to fence – to note that the police have officially warned the driver of the vehicle which damaged the fence for failing to report a collision; and that the PC has written to the person asking for reimbursement of its costs [no reply to date].
- 5.7 Hall Caretaker – report on staff meeting 2nd November and to agree recommendations (see below)

6. ENVIRONMENT

Mr. Sampson/Mr. Handley/Mrs. McDonald/Mrs. King

- 6.1 Flooding update; and to consider report with recommendations and proposals (c/f from last meeting) – to be provided; and to agree extra cost for Naylor's Ditch (£200 instead of £50)
- 6.2 Tree Preservation Orders – Pollards, Jouldings Lane, Farley Hill (consent to crown raise a Beech tree) and The Croft, Charlton Lane, Swallowfield (new TPO to protect significant mature trees – 3 Oaks, 1 Lime, 4 Yews and 1 Field Maple)
- 6.3 Black Poplar – location for planting
- 6.4 Play equipment grant – update (if any)
- 6.5 Britain in Bloom – c/f from last meeting
- 6.6 Borough Litter Pick March 24th and 25th 2012 – to agree to participate
- 6.7 Campaign Against Waste – next meeting Tuesday 29th November at 4.30pm
- 6.8 BMX track at Swallowfield – to note creation of a 'den' and insurance requirements to have it formally inspected

7. PLANNING

The meeting will be temporarily adjourned before the applications are considered to allow for comments from members of the public to be received

7.1 *Current applications:*

- 69/F/2011/2174 - proposed erection of single storey rear extension to dwelling, plus conversion of existing garage to additional habitable accommodation, 2 Norton Cottages, Norton Rd, Riseley
- 70/F/2011/2229 – proposed erection of single storey rear extension to form a conservatory, 2 Sunnyside, Basingstoke Road, Riseley
- 71/F/2011/2112 – proposed erection of a building comprising tractor shed and stables (resubmission of F/2011/1383), Cow City, Church Lane, Farley Hill
- 72/F/2011/2283 – proposed erection of single storey rear extension to dwelling to form a conservatory, Fox and Hounds Cottage, Church Road, Farley Hill
- 73/F/2011/2294 – proposed erection of single storey front extension to create lobby and first floor extension to form en-suite bathroom plus 2 front dormers to replace existing dormers (amendment to previous consent F/2011/1023)

- 7.2 WBC Member Briefing Session on planning and related matters, including the Borough Design Guide – Tuesday 22nd November at 6.30 p.m. (2 representatives invited to attend) *rsvp by 11 November*
- 7.3 Government consultation on Neighbourhood Planning – response required by 5th January
- 7.4 Arborfield Garrison SDL community buildings sounding board meeting – invitation to meeting Mon 14th November at 12pm

8. GENERAL PURPOSES

Mr. Anderson/Mrs. King/Mrs. McDonald/Mr. Sampson/Mrs. Stanley

- 8.1 Fieldfayre update – meeting with Mr. Kumar (notes circulated); roof and bat situation update; toilet refurbishment – to agree; property inspection report on Flat 2 (property is well kept and generally in good order)
- 8.2 Business Forum update – report on meeting held 2nd November
- 8.3 Queen's Jubilee – c/f from last meeting – to discuss what the PC's contribution might be
- 8.4 Van Demans - to discuss the use of the field for dog walking (c/f from last meeting)

9. FINANCE

Mr. Collender/Mr. Anderson/Mr. Bowker/Mrs. King/Mr. Sampson

- 9.1 Finance update – to note current budget position
- 9.2 Finance meeting – notes of meeting held on 25th October (previously circulated)
- 9.3 Grounds Maintenance contract – to agree continuing with current provider for a further two years (details below)
- 9.4 Standing Orders – to agree changes proposed at last meeting

10. BILLS FOR PAYMENT – to approve

11. PERSONNEL

Mrs. Stanley/Mrs. McDonald

Nothing to discuss.

12. HIGHWAYS AND TRANSPORT

Mr. Handley/ Mrs. King

- 12.1 Riseley speeding petition – progress report

13. LIAISON

- 13.1 NAG – report on meeting held on 8th November
- 13.2 CCB – report on AGM held on 12 October (PS)
- 13.3 Rural Crime Action Group –to note that the Borough Farming Conference (Rural Matters) to be held in Swallowfield Parish Hall on 18th November
- 13.4 Borough/Parish Conference – report on meeting held on 2nd November (MM/AK)
- 13.5 Riverdale Neighbourhood Partnership Committee meeting – next meeting 13th December 7-9pm
- 13.6 WDALC – report on meeting held on 27th October
- 13.7 Twinning committee - update

14. COMMUNICATION/PARISH PLAN

Mr. Collender

- 14.1 Newsletter – copy deadline

15. REPORTS/CORRESPONDENCE

- Reply from John Redwood MP to letter re aircraft noise – that he would take the matter up with the CAA
- AWE – to note submission for report to the Office for Nuclear Regulation on the implications of Fukushima for the UK industry (attached)
- Information on affordable homes (only copy given to MM)
- Fire and Rescue Service – Annual Action Plan (comments invited – deadline 3 Jan)
- Copy letter from Mr. Allison to Chief Constable Sara Thornton re speeding traffic on the B3349

The meeting will be temporarily adjourned for the next item

16. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

To receive questions or comments from the public

17. URGENT MATTERS AND/OR ITEMS FOR NEXT AGENDA

18. DATE OF NEXT MEETING

Tuesday 13 December 2011 at 7.30 p.m. in the Davies Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield