

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 9th DECEMBER 2025 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk
04/12/25

Members: Mr. J. Anderson, Mr. R. Chapman, 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 COUCILLOR CO-OPTION

4.1 Councillor Co-option – to **CONSIDER** the co-option of a councillor to the casual vacancy detailed in the notice dated 10th March 2025.

5 MINUTES OF LAST MEETING

5.1 Minutes of the meeting held on 11th November - 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 243207 – Standford End Farm, Barge Lane, Swallowfield RG7 1SY

7.1.2 243208 – Standford End Farm, Barge Lane, Swallowfield RG7 1SY

7.1.3 252498 – Hall Farm, Church Lane, Arborfield RG2 9HX

7.2 Results – for details see page 6.

7.2.1 252285 – 34 Glover Crescent, Arborfield RG2 9TS

Approved

7.2.2 252480 - 30 Glover Crescent, Arborfield RG2 9TS

Approved

7.2.3 252570 – Lancambria, Basingstoke Road, RG7 1PY

Would not have been lawful

7.3 Wyvols Court Farm – to **NOTE** that Cllrs. Anderson and Taylor met with the owner of Wyvols Court Farm to hear about plans for additional business units on the site.

8 FINANCE

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

Lead Councillor: Cllr. J. Anderson

8.1 Monthly Accounts

8.1.1 November 2025 – to **NOTE** that the accounts have been circulated.

8.1.2 October 2025 – to **APPROVE** the accounts.

8.2 Finance Working Group – to **NOTE** that the working group met on 3rd December. Cllr. Anderson circulated notes. The 2026/2027 Draft Budget has been amended and circulated and will be considered at the January meeting. Further comments should be submitted to the Clerk and copied the Lead councillor for Finance.

8.3 Investments – to **NOTE** that the Investment Manager from Charles Stanley will meet with the council for an annual review on Tuesday 9th December, 6:30pm immediately before the full council meeting.

9 BILLS LIST

9.1 Payments Due – 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: Cllr. L. Smith

- 10.1 Van Demans – to **NOTE** that the Working Group met to discuss its vision for Van Demans and will meet with the consultant early in 2026.
- 10.2 Swallowfield Meadow – to **NOTE** that following the last meeting Cllrs. Smith and Taylor re-visited the site and concluded that the damage to the knee rail posts was worse than original thought. The cost for complete replacement was one of the options presented at the previous meeting.

It is **PROPOSED** that the contractor is asked to replace all the posts at an additional cost of £1,500.

11 RESILIENCE

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

Lead Councillor: Cllr. M. McDonald

- 11.1 FRG – to **NOTE** that the Flood Resilience Group on 26th November at 7:30pm in the Rose Room.
- 11.2 Natural Flood Management (NFM), Phase 2 – to **NOTE** receipt of a report from Graham Stanley stating that it would not be possible to progress with the next phase due to land rights. To **NOTE** that the reserves set aside for this project would be re-allocated.

12 PROPERTY

(Buildings, Land)

Lead Councillor: Cllr. C. Drew

- 12.1 Building Re-valuation – it is **PROPOSED** that the council engage a consultant to carry out re-valuation surveys of all the council's buildings for insurance purposes.
- To **AGREE** which company to engage. Paper circulated.
- 12.2 Riseley Memorial Hall
- 12.2.1 Heaters – it is **PROPOSED** that new and replacement heaters be installed by NH Electricals at a cost of £ 2,025.00. Paper circulated.
- 12.2.2 Doors and Windows - it is **PROPOSED** that due to commercial sensitivities the press and public be excluded during discussion of this item in accordance with the Local Government Act 1972 & Public Bodies (Admission to Meetings) Act 1960. Paper circulated.

13 HR

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

- 13.1 Staff – it is **PROPOSED** that due to personal 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.

14 EDUCATION, HEALTH, WELL-BEING AND SCHOOLS

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

- 14.1 Citizens Advice – to **NOTE** receipt of a grant application from Citizens Advice Wokingham. To **CONSIDER** the application. Email circulated.
- 14.2 Link Visiting Scheme – to **NOTE** receipt of a grant application from the Link Visiting Scheme. To **CONSIDER** the application. Email circulated.

15 TRANSPORT

(Road issues/speeding/public transport/police liaison)
Lead Councillor: Cllr. S. Taylor

- 15.1 Transport Network Review – to **NOTE** that Cllr. Taylor and the Clerk met with a representative from WBC to discuss the progress with this review.

16 CORRESPONDENCE

- 16.1 Events Group – to **NOTE** receipt of an email from a resident who is considering resurrecting the Swallowfield Parish Events Group.
- 16.2 Farley Hill – to **NOTE** receipt of a request from a resident requesting that the parish council investigate the possibility of installing village gateways in Farley Hill.

17 ITEMS FOR FUTURE AGENDAS

18 DATE OF NEXT MEETING

- 18.1 Tuesday 13th January 2026 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 | 252207 | Full Application | Standford End Farm, Barge Lane, Swallowfield RG7 1SY | Full application for the proposed erection of a single storey extension to the existing dwelling following demolition of existing structures, with landscaping and changes to fenestration, plus the installation of a new sewage treatment plant with associated drainage works. |
| 7.1.2 | 252208 | Listed Building | Standford End Farm, Barge Lane, Swallowfield RG7 1SY | Application for Listed Building consent for the proposed demolition of the existing attached outbuildings, barns and conservatory and the erection of a single storey extension to the existing dwelling; changes to fenestration and refurbishment. |
| 7.1.3 | 252498 | Outline | Hall Farm, Church Lane, Arborfield RG2 9HX | Hybrid planning application (part in full, part in outline) comprising outline application for: up to 2,800 residential units to include up to 100 custom and self-build plots; 2 primary schools (up to 3 forms of entry) to include early years provision and 1 secondary school (up to 12 forms of entry); one District Centre, to incorporate up to 11,000m ² of Class E (Commercial, Business and Service, to include a food store of around 2,500m ²), and Class F (Local Community and Learning); one Local Centre, to incorporate up to 2,400m ² of Class E; a Sports Hub to include sports pitches and pavilion space; up to 4,250m ² of further Class E, Class F, and sui generis development to include commercial, health care and public house; associated green infrastructure, landscaping, public open space, play areas, and ecological enhancement measures; 20 gypsy and traveller pitches; drainage and flood alleviation measures to include Sustainable Urban Drainage Systems (SUDS) and engineering measures within Loddon Valley for the River Loddon; associated highway / transport / supporting infrastructure including spine road, pedestrian and cycle connections; associated utilities, infrastructure, and engineering works, including the undergrounding of overhead lines and an electricity substation; up to 0.5ha of land adjoining St Bartholomew's Church for use as cemetery. All matters reserved other than access, |

| Agenda Ref | App No | Type | Address | Application |
|------------|--------|------|---------|---|
| | | | | incorporating: access to highways, incorporating: a new pedestrian, cycle and vehicular access to Lower Earley Way via a new 4th arm to the Meldreth Way roundabout; a new pedestrian, cycle and vehicular bridge over the M4; a new pedestrian, cycle and vehicular bridge over the River Loddon; a new vehicular access to the A327 Reading Road, via a new arm to the Observer Way roundabout; a new pedestrian, cycle and vehicular access to Thames Valley Science Park; Phase 1 of internal roads including pedestrian / cycle routes, associated infrastructure, drainage and landscaping. Application includes full permission for the delivery of proposed 40.4 hectares of Suitable Natural Greenspace (SANG), 18.35 hectares of SANG link, and provision of Biodiversity Net Gain measures, the demolition and clearance of buildings and structures at the Centre for Dairy Research (CEDAR) and at Hall Farm, the demolition of 3 existing dwellings, and the retention of specified buildings at Hall Farm as specified by the applications drawings. |

7.2 Results

| Agenda Ref | App No | Address | Application | Result |
|------------|--------|---|--|----------|
| 7.1.1 | 252285 | 34 Glover Crescent Arborfield RG2 9TS | Householder application for the proposed installation of two roof lights to the front roof slope and one roof light to the rear roof slope to facilitate a loft conversion. The Parish Council did not comment on this application. | Approved |
| 7.1.2 | 252480 | 30 Glover Crescent Arborfield RG2 9TS | Householder application for the proposed erection of a detached single-storey outbuilding within the rear garden, featuring a dual-pitched felt-covered roof, timber-panelled external walls, and associated garden works.(Retrospective) The Parish Council did not comment on this application. | Approved |

| Agenda Ref | App No | Address | Application | Result |
|-------------------|---------------|---|---|----------------------------|
| 7.1.3 | 252570 | Lancambria Basingstoke Road RG7 1PY | Application for a certificate of lawfulness for the proposed insertion of 2 no. first floor windows to the south elevation of the dwelling, plus erection of 2 no. single storey outbuildings. The Parish Council did not comment on this application. | Would not have been lawful |