

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 10TH FEBRUARY 2026 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk
05/02/26

Members: Mr. J. Anderson, Mr. R. Chapman, Mrs. C. Drew, Mrs. L. Edmonds,
Mr. J. McDermott, Mrs. M. McDonald, Mr. P. Schulz, 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 MINUTES OF LAST MEETING

4.1 Minutes of the meeting held on 13th January - to **APPROVE** the minutes of this meeting.

5 CLERK'S UPDATE - available at the meeting

6 PLANNING

Chairman of Planning Committee: Cllr. Taylor

6.1 Current applications – for details see page 5.

6.1.1 260126 - Riseley Farm, Part Lane, Swallowfield RG7 1TB

6.1.2 252790 - Rows Farm Clubhouse Farley Hall Equestrian Centre, Church Road, Swallowfield, RG7 1TJ

6.1.3 260139 - Riseley Farm, Part Lane, Swallowfield RG7 1TB

6.1.4 253127 - 6 School Road, Riseley RG7 1XP

6.1.5 260069 - Land West of Trowes Lane and North of Charlton Lane, Swallowfield

- 6.1.6 253141 – Lancambria, Basingstoke Road, Swallowfield RG7 1PY
- 6.1.7 252832 - Land To The West Of Trowes Lane, Swallowfield
- 6.1.8 252315 - Land North Of Sheepbridge Court Farm, Basingstoke Road, Swallowfield RG7 1PT
- 6.1.9 252263 - Land North Of Sheepbridge Court Farm, Basingstoke Road, Swallowfield RG7 1PT

- 6.2 Results – for details see page 5.
- 6.2.1 253049 - Glasspool Farm, Part Lane, Riseley RG7 1RU Prior Approval Required and Given
- 6.2.2 253093 - Glasspool Farm, Part Lane, Riseley RG7 1RU Withdrawn
- 6.2.3 253094 - Glasspool Farm, Part Lane, Riseley RG7 1RU Prior Approval Required and Given

- 6.3 Enforcement Investigations – 4 open, 2 closed both with reason “Application Submitted”

- 6.4 Arborfield and Barkham Neighbourhood Plan – to **NOTE** that Arborfield and Barkham are in the process of revising this plan. Stakeholders have been invited to engage, Cllr. Taylor will attend a meeting on 18th February for a presentation and informal discussion February.

- 6.5 Local Plan Update – Notification of Examination Part 2 Hearings – to **NOTE** that following the Part 1 hearing in November which focused on legal compliance and strategic matters the inspectors stated that the examination should proceed to Part 2 Hearings which will cover all other matters. These will take place during 4 separate weeks during March to June 2026. The hearings can be attended by members of the public.

7 FINANCE

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

Lead Councillor: Cllr. J. Anderson

- 7.1 Monthly Accounts
- 7.1.1 January 2026 – to **NOTE** that the accounts have been circulated. It is **PROPOSED** that these are accepted.
- 7.1.2 February 2026 – to **NOTE** that the accounts have been circulated.
- 7.2 Bank Reconciliation Statements – to **APPROVE** the bank reconciliation statements.

8 BILLS LIST

- 8.1 Feb 2026 – to **APPROVE** payments. List to be provided at the meeting.

9 ENVIRONMENT

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

Lead Councillor: Cllr. Louise Smith

9.1 Van Demans

9.2 Reports prepared by Sundew Ecology – to **NOTE** receipt of the initial report. Circulated.

9.3 Update – to **NOTE** receipt of a paper prepared by Angela King (Van Demans Working Group Lead) and Cllr. Louise Smith (Lead Councillor for Environment). Circulated.

To **CONSIDER** the recommendations made in the paper.

9.3.1 Management Plan – it is **PROPOSED** that the council **ADOPT** the management plan prepared by Sundew Ecology.

9.3.2 Maintenance work - it is **PROPOSED** that the council carry out the work detailed (2.2 items 1) & 2) of the paper) at the appropriate time of the year at a cost of up to £1,500. This would be an annual undertaking.

9.3.3 Welcome Sign - it is **PROPOSED** that Welcome signs (2.2 item 4 of the paper)) are installed at the 2 official entrances to Van Demans at the cost up to £300.

9.3.4 Vision - it is **PROPOSED** that the council **ADOPT** the vision presented by Sundew Ecology with the change recommended in the paper and that they are asked to pursue a grant application. To **NOTE** that should the application not be successful the working group would look at which elements could be implemented over time and bring a proposal to council.

10 PROPERTY

(Buildings, Land)

Lead Councillor: Cllr. C. Drew

10.1 Riseley Memorial Hall

10.1.1 Water tank – it is **PROPOSED** that the cold water tank in the loft is removed and pipework reconfigured to provide direct mains cold feed water at a cost of £372.91.

10.2 Riseley Sports Pavilion

10.2.1 Water tank – it is **PROPOSED** that the water tank in the loft is removed and pipework reconfigured to provide direct mains cold feed water at a cost of £372.91.

10.2.2 Shower heads and push buttons – it is **PROPOSED** that the shower heads and push buttons on 4 showers are replaced at a cost of £940.34.

10.3 Riseley Car Park Entrance – it is **PROPOSED** that a highways consultant is engaged to prepare drawings for submission with a Certificate of Lawfulness application at a cost of £600 plus VAT. The cost of the application being £65.50.

10.4 Parish Shop

- 10.4.1 Chiller – to **CONSIDER** the quotes for the installation of a condensing unit and new refrigeration unit at the Parish Store.

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.

11 RECREATION

- 11.1 SPAA – to **NOTE** receipt of minutes of the last meeting held in October 2025. Circulated.

12 COMMUNICATION
(Newsletter/Website/Annual Report/Media)
Lead Councillor: TBA

- 12.1.1 Spring Newsletter – to **NOTE** that the copy date for the next newsletter is 18th February with the target date for delivery of 20th March.

13 CORRESPONDENCE

- 13.1 Bus Service – to **NOTE** receipt of an email from a resident regarding the diversion of buses due to the Thames Water tankers which are in operation at the pumping station 24hrs a day. Circulated.
- 13.2 Mobile Phone Signal – to **NOTE** receipt of an email from a resident regarding the lack of mobile phone signal in the village. Circulated

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 10th March 2026 at 7.30 p.m. in the Rose Room, Swallowfield Parish Hall, Swallowfield Street, Swallowfield.

Appendix A

6 PLANNING

6.1 Current Applications

Agenda Ref	App No	Type	Address	Application
6.1.1	260126	Listed Building	Riseley Farm Part Lane Swallowfield RG7 1TB	Application for the Listed Building Consent for the proposed repair and renovation of existing Grade II listed farmhouse, including chimney/fenestration alterations, internal alterations and external landscaping.
6.1.2	252790	Full application	Rowes Farm Clubhouse Farley Hall Equestrian Centre Church Road Swallowfield RG7 1TJ	Full application for the change of use of the building to a fitness / massage business (Use Class E). (Retrospective)
6.1.3	260139	Full application	Riseley Farm Part Lane Swallowfield RG7 1TB	Full application for the proposed erection of a barn following demolition of existing barn.
6.1.4	253127	Householder	6 School Road Riseley RG7 1XP	Householder application for the proposed temporary stationing of a mobile home for use incidental to the main dwelling (retrospective).
6.1.5	260069	Discharge of condition	Land West of Trowes Lane and North of Charlton Lane Swallowfield	Application for submission of details to comply with the following conditions of planning consent 230422 (allowed under appeal ref APP/X0360/W/24/3340006 dated 19/07/2024). Condition 3 relates to a construction method statement; 4 to an exceedance flow routing plan; 5 to tree protection; 6 to archaeology; 7 to external materials; 8 to foul sewerage disposal, and 17 to solar panels and heat pumps.
6.1.6	253141	Certificate of lawfulness	Lancambria Basingstoke Road Swallowfield RG7 1PY	Application for a certificate of lawfulness for the proposed erection of 2no. detached outbuildings following demolition of existing outbuildings.

Agenda Ref	App No	Type	Address	Application
6.1.7	252832	Discharge of condition	Land To The West Of Trowes Lane Swallowfield	Application to modify a Section 106 Planning Obligation to vary the definition of 'shared ownership dwelling' in the Deed of Undertaking dated 30th November 2017 and the Deed of Variation dated 27th February 2025 relating to planning permissions 162498 and 202845.
6.1.8	252315	Discharge of condition	Land North Of Sheepbridge Court Farm Basingstoke Road Swallowfield RG7 1PT	Application to discharge the requirements of the third schedule within the s106 agreement attached to planning permission 232653. The third schedule relates to a Skylark and Lapwing compensation plan.
6.1.9	252263	Discharge of condition	Land North Of Sheepbridge Court Farm Basingstoke Road Swallowfield RG7 1PT	Application for submission of details to comply with the following condition of planning consent 232653 dated 27/03/2025. Condition 5. Materials. 6. Drainage Strategy. 7. Construction Phase Emergency Plan. 8. End User Emergency Plan. 9. Construction Environment Management Plan. 10. Public Rights of Way. 12. Boundary Treatment. 13. Hard and Soft Landscaping. 18. Ecological Permeability.

6.2 Results

Agenda Ref	App No	Type	Address	Application	Result
6.2.1	253049	Prior Approval Submission	Glasspool Farm, Part Lane, Riseley RG7 1RU	Prior approval submission for proposed conversion of an agricultural building to create 5 no. dwellings with associated works including partial demolition	Prior Approval Required and Given
6.2.2	253093	Prior Approval Submission	Glasspool Farm, Part Lane, Riseley RG7 1RU	Prior approval submission for the proposed change of use of 2 no. agricultural buildings to flexible commercial use, including partial demolition of both buildings.	Withdrawn

Agenda Ref	App No	Type	Address	Application	Result
6.2.3	253094	Prior Approval Submission	Glasspool Farm, Part Lane, Riseley RG7 1RU	Prior approval submission for proposed conversion of an agricultural building to create 5 no. dwellings, with associated building operations.	Prior Approval Required and Given