

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 8TH SEPTEMBER 2026 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX



Mrs. E. Halson, Clerk
03/09/26

Members: Cllr. J. Anderson, Cllr. R. Chapman, Cllr. C. Drew, Cllr. L. Edmonds,
Cllr. J. McDermott, Cllr. M. McDonald, Cllr. L. Smith, Cllr. 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 11th August - to **APPROVE** the minutes of this meeting.

5 CLERK'S UPDATE - available at the meeting.

6 PLANNING

Chairman of Planning Committee: Cllr. S. Taylor

6.1 Current applications – for details see page 4.

6.1.1 261859 - Fairlands Caravan Site, Church Road, Farley Hill

6.1.2 261902 - Hatherley, Basingstoke Road, Riseley RG7 1QS

6.1.3 261905 - The Old Church, Church Road, Farley Hill, RG7 1TR

6.1.4 261929 - 19 Foxborough, Swallowfield, RG7 1RW

6.1.5 261946 - Little Chesters Sandpit Lane Farley Hill Wokingham RG7 1XJ

6.1.6 262020 - 1 Chapel Lane Riseley Wokingham RG7 1QU

6.2 Results – for details see page 5

6.2.1 260608 – Riseley Recreation Ground, Odiham Road, Riseley Approved

7 COUNCIL

7.1 Insurance Renewal – to **CONSIDER** the quotes received for renewal of the council insurance.

8 FINANCE

(Budgets/investments/sinking fund/grants/risk assessments/insurance)

Lead Councillor: Cllr. J. Anderson

8.1 Monthly Accounts

8.1.1 June 2026 – it is **PROPOSED** that these accounts are approved.

8.1.2 July 2026 – to **NOTE** that the accounts have been circulated.

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

9 BILLS LIST

9.1 Payments Due – to **APPROVE** payments. List to be provided at the meeting

10 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

10.1 School Provision – to **NOTE** that Wokingham Borough Council are consulting on a proposal to move Bearwood Primary School to Spencers Wood to rebalance school place.

<https://engage.wokingham.gov.uk/en-GB/projects/bearwood-primary-school-relocation-and-new-specialist-base>

11 RECREATION

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

Lead Councillor: Cllr. S. Taylor

11.1 Swallowfield Parish Allotment Association – to **NOTE** receipt of the minutes from the May meeting.

12 CORRESPONDENCE

- 12.1 Wokingham District Veteran Tree Association (WDVTA) – request for a grant.
- 12.2 Request for a bin on Trowes Lane
- 12.3 Proposal for water management from Swallowfield Parish Allotment Association (SPAA)

13 ITEMS FOR FUTURE AGENDAS

14 DATE OF NEXT MEETING

- 14.1 Parish Council Meeting, Tuesday 13th October 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	261859	Full Application	Fairlands Caravan Site, Church Road, Farley Hill	Full application for the change of use of land to extend an existing Holiday Park to comprise 17 caravans for tourist accommodation, one site office, bin storage area and associated landscaping.
6.1.2	261902	Householder	Hatherley, Basingstoke Road, Riseley RG7 1QS	Householder application for a single storey front porch extension and the removal of the garden shed. To be replaced with a garden office.
6.1.3	261905	Householder	The Old Church, Church Road, Farley Hill, RG7 1TR	Householder application for the proposed detached single storey outbuilding.
6.1.4	261929	TPO - Work to a TPO tree - info only	19 Foxborough, Swallowfield, RG7 1RW	APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO-0794-1996 T1, English Oak (T6 on TPO) - Pruning of southern side to growth points. The trees canopy has a reach of 7m. Prune by 3m to leave 4m on the southern side to suitable growth points. Reason for Works: The trees canopy is encroaching the property and the tree is unbalanced.
6.1.5	261946	Householder	Little Chesters Sandpit Lane Farley Hill RG7 1XJ	Householder application for the proposed erection of a single storey front extension creating porch, two storey side extension to create habitable accommodation to the first floor following part conversion of existing loft. Insertion of 2no. dormers to the rear elevation plus 1no. balcony.
6.1.6	262020	Householder	1 Chapel Lane Riseley RG7 1QU	Householder application for the proposed erection of a two storey front/side extension following demolition of the existing conservatory, plus changes to fenestration.

6.2 Results

Agenda Ref	App No	Address	Application	Result
6.2.1	260608	Riseley Recreation Ground, Odiham Road, Riseley RG7 1SD	Full application for the erection of a height restriction barrier and associated works including installation of bollards and alteration of vehicular access arrangements at Riseley Recreation Ground.	Approved