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 NOVEMBER 2026 AT 7.30PM
IN THE ROSE ROOM, SWALLOWFIELD PARISH HALL, RG7 1QX

Mrs. E. Halson, Clerk
05/11/26

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 13th October - to **APPROVE** the minutes of this meeting.

5 CHAIR'S ANNOUNCEMENTS

5.1 Autumn Litter Pick – to **NOTE** that the Autumn Litter Pick was a real success and to **NOTE** the council's gratitude to Peter and Claire Sampson for their continued efforts to ensure the parish is kept as tidy as possible.

6 CLERK'S UPDATE - available at the meeting.

7 PLANNING

Chair of Planning Committee: Cllr. S. Taylor

7.1 Current applications – for details see page 4.

7.1.1 262082 - Coldharbour Cottage, Sun Lane, Riseley RG7 1QR
7.1.2 262372 - Shaw Cottage, Bunces Shaw Road, Farley Hill RG7 1UU
7.1.3 262426 - Farley Castle, East Gate, Castle Hill, Farley Hill RG7 1XD

7.2 Results – for details see page 5

7.2.1	260774 - Land North of Sun Lane	Refused
7.2.2	261902 - Hatherley, Basingstoke Road, Riseley RG7 1QS	Approved
7.2.3	261929 - 19 Foxborough, Swallowfield, RG7 1RW	Tree Work Refused
7.2.4	261946 - Little Chesters Sandpit Lane Farley Hill Wokingham RG7 1XJ	Approved

7.3 Enforcements – 1 open investigation. 4 closed, 2 No Breach, 2 Application submitted

8 FINANCE

(Budgets/investments/sinking fund/grants/risk assessments/insurance)
Lead Councillor: Cllr. J. Anderson

8.1 Monthly Accounts

8.1.1 September 2026 – it is **PROPOSED** that these accounts be approved.

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

8.2 2027/2028 Budget – to **NOTE** that any requests for items to be added to the budget, including projects to be funded by reserves should be forwarded to the Clerk.

8.3 Investment Management

8.3.1 Charles Stanley – to **NOTE** Raymond James Wealth Management is unifying its UK operation and has dropped the Charles Stanley brand. It will now operate solely in the name of Raymond James. Charles Stanley was acquired by Raymond James in 2022.

8.4 Annual Review of the Client Profile – to **NOTE** that the Clerk has updated the financial section of the Client Profile. The Investment Manager will now arrange a call with the Chair to confirm the risk level.

9 BILLS LIST

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

1 ENVIRONMENT

(The Marshes/Van Demans/Swallowfield Meadow/Community/Orchard/ Biodiversity/Footpaths/Waste/NAG/RCAG)
Lead Councillor: Cllr. L. Smith

1.1 Fields NAG – to **NOTE** receipt of the minutes of the meeting held on 14th October and the AGM held on the same day. Circulated.

1.2 Van Demans, Vision Implementation - 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.

2 RESILIENCE

(Flooding/ditches/rivers/ Flood Resilience Group 'FRG')
Lead Councillor: Cllr. M. McDonald

Swallowfield Flood Resilience Group (FRG) – to **NOTE** that the FRG Chair has walked the ditches and compiled a list of the work required this year. The council's ground maintenance contractor will be asked to complete this work. Circulated.

3 ITEMS FOR FUTURE AGENDAS

4 DATE OF NEXT MEETING

4.1 Parish Council Meeting, Tuesday 8th December 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
7.1.2	262082	Listed Building Consent – Info only	Coldharbour Cottage, Sun Lane, Riseley RG7 1QR	Application for Listed Building Consent for the proposed internal alterations to the first floor, comprising the formation of a new en-suite with an extract terminal to the brick west gable, refurbishment of the existing bathroom, removal of non-original partitions and boxings, and repair and levelling of the first-floor floors, replacement of the non-original staircase and its panelling and associated internal and below-ground drainage.
7.1.2	262372	Householder	Shaw Cottage, Bunces Shaw Road, Farley Hill RG7 1UU	Householder application for the erection of replacement fencing and installation of driveway gates (Part Retrospective)
7.1.3	262426	TPO – Info only	Farley Castle, East Gate, Castle Hill, Farley Hill RG7 1XD	APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 437/1988, AREA 5 T1, Holm Oak – Crown reduction by 2m and selective pruning; remove deadwood; reduce 1 no. limb (indicated on photograph) overhanging outbuilding by approx. 5-6m.

7.2 Results

Agenda Ref	App No	Address	Application	Result
7.2.1	260774	Land North of Sun Lane	Outline application with all matters reserved except for access for the construction of up to 44 dwellings, including affordable housing together with access, landscaping and associated infrastructure (cross boundary application). Summary of reasons for refusal: outside define settlement limits, within countryside, limited access to services, facilities and sustainable transport. The Parish Council objected to this application.	Refused
7.2.2	261902	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. The Parish Council had no comment on this application.	Approved
7.2.3	261929	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. The Parish Council had no comment on this application.	Tree Refused
7.2.4	261946	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 plus1no. balcony. The Parish Council had no comment on this application.	Approved