

CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL
 2 Rows Terrace, Plough Bank, Montgomery, Powys. SY15 6QD

MINUTES of Meeting on Wednesday 27th October 2004
 at Churchstoke Community Hall, 7.30 p.m.

1.0 Attendance – Cllr Mrs B J Davies (Chairman), Cllr E Evans (Vice-chairman), Cllr P Delves, Cllr G F Griffiths, Cllr G C Hamer, Cllr M J Jones, Cllr Mrs P J Jones, Cllr D A Paterson, Cllr D L Powell, Cllr Mrs B A Rowley, Cllr Mrs A R Stephens.

Apologies – None.

The Chairman welcomed members of the public.

2.0 Minutes of Meeting – to approve and sign the minutes of 22nd September 2004 at Churchstoke Community Hall, as a correct record.

The minutes of the meeting of 22nd September 2004 were approved and signed as a correct record.

3.0 Matters Arising for Information – to report matters for information from minutes of 22nd September 2004 at Churchstoke Community Hall

3.1 (5.15) One Voice Wales – AGM and Montgomeryshire Area Committee meeting
 Cllr M J Jones reported on attendance at AGM 23rd October, at Llandrindod Wells, and at the Montgomeryshire Area Committee Monday 18th October 2004, at Newtown.

4.0 Planning Matters

4.1 Planning Appeals – notifications/reports (if any) of Planning Inspectorate Appeals

The Clerk reported on notification of planning appeals decision as follows –

Plan Ref.	Appeal Ref	Site	Planning Inspectorate Decision
None	None		

4.2 Powys CC Site Inspection Panel – notifications/reports (if any) of Site Inspection Panel

The Chairman reported on attendance at site inspection panel visits as follows –

Ref.	Site	Description	Date & time
None	None		

4.3 Powys CC Planning Service Decisions – to report recent Powys CC planning decisions

The Clerk reported formal notification of planning decisions by Powys CC as follows –

Ref.	Site	Powys CC Planning Decision
M20030595	Little Bank, Mellington	Full planning permission granted
M20040369	The View, Old Churchstoke	Full planning permission granted
M20040715	Todleth Cottage, Churchstoke	Full planning permission granted
M20040761	Pen Bwthyn, Priest Weston	Full planning permission refused
M20040792	Great Argoed, Mellington	Full planning permission granted
M20040849	Great Argoed, Mellington	Full planning permission granted
M20040893	Quarry Garage, Churchstoke	Outline planning permission refused
M20040910	Ger Y Nant, Churchstoke	Full planning permission granted

M20040946	Upper Aldress, Old Churchstoke	Full planning permission granted
M20040996	Pye-D-Vies, Old Churchstoke	Full planning permission granted

4.4 Planning Specific Correspondence – to receive and resolve on correspondence (if any)

The Clerk reported on correspondence relating to planning matters as follows –

Ref.	Site	Description
M20041045	Cwm Chapel, The Cwm, Mellington	Alterations & extensions inc. erection of garage
The Clerk reported on copies of a number of letters of objection sent to Powys CC regarding the application. Members agreed to discuss these at item 4.5, along with planning application M20041045.		
M20041098	Part of plot 6591, Land near Glebe Farm, Old Churchstoke	Erection of local needs dwelling, with new vehicular access & installation of sewerage treatment plant
The Clerk reported on copies of a number of letters of objection sent to Powys CC regarding the application. Members agreed to discuss these at item 4.5, along with planning application M20041098.		

4.5 Planning Applications/Notices – to receive and resolve responses to consultations by Powys CC including –

Declarations of Members' Interests:

- All applications – Cllr G C Hamer declared an interest as a member of the planning authority and refrained from voting.
- M20041098 – Cllr D L Powell declared a pecuniary interest and left the meeting for this item.
- M20041098 – Cllr G C Hamer declared a pecuniary interest and left the meeting for this item.

Council RESOLVED *'to comment on applications as follows'* –

S = support, O = object, N = note

Ref.	Applicant	Site	Description	rec.
<i>New Plans</i>				
M20041043	Mr & Mrs Morris, 35 Fir Court Drive, Churchstoke	No. 2 barn, Todleth, Churchstoke	Conversion of No. 2 Barn to dwelling & erection of detached garages	S
M20041044	Mr D Bishop, Elmhurst, Churchstoke	Former hatchery, Castle Road, Churchstoke	Erection of 12 dwellings & associated works & formation of vehicular access	S*
M20041045	Mr & Mrs A Thirtle-Watts, Cwm Chapel, The Cwm	Cwm Chapel, The Cwm, Mellington	Alterations & extensions inc. erection of a garage	O*
M20041046	Mr & Mrs Jelves, Oakfields, Coed Lane, Churchstoke	Oakfields, Coed Lane, Churchstoke	Erection of conservatory and porch	S
M20041079	Mrs V E Emberton,	Penbwthyn, Priest	Erection of chalet as ancillary	S

	Penbwthyn, Priest Weston	Weston	accommodation to main dwelling	
M20041096	Mr B Lawley, Lower Tasker, White Grit	Lower Tasker, White Grit	Conversion of redundant barn to dwelling & installation of sewerage treatment plant	S*
M20041098	Mr D Powell, 26 Cross Likey, Churchstoke	Part of plot 6591, Land near Glebe Farm, Old Churchstoke	Erection of local needs dwelling, with new vehicular access & installation of sewerage treatment plant	S*
M20041123	Mrs N Ismail, Rock Ridge, Hyssington	Syringas, Churchstoke	Erection of 1 st floor extension and alterations with erection of garage	S
M20041126	Messrs J G Rogers & Sons, Pond House, Bacheldre, Ch'stoke	Bacheldre farm, Bacheldre, Churchstoke	Conversion of redundant farm building to 3 dwellings & alterations to vehicular access	S
M20041131	Mr R Blake, Vicar Mead, Hayes Lane, East Budleigh	Great Argoed, Mellington	Conversion of barn to dwelling	S
M20041169	Miss S Allen & Mr J Cox, Snead Farm, Snead	Barn at Snead Farm, Snead	Conversion of redundant barn into 2 holiday units	S

***M20041044** – CCC supported the application and made additional comment that,

- a) CCC is particularly pleased to see the commendable incorporation of a substantial proportion affordable housing into the development
- b) There is some concern as to access for vehicles to some of the properties via covered ways. This could be a problem for high vehicles or emergency vehicles and CCC urges planners to review this and resolve potential problems
- c) The entrance appears to be a little nearer the ' bollarded' crossing point on the A489 than the present entrance, and CCC would urge planners to ensure that safety compromised at the crossing point

***M20041045** – CCC objected to this application on grounds of

- a) Encroachment onto the Offa's Dyke ancient monument
- b) Access to neighbouring properties (Orchard House and Drewin Cottage) will be adversely affected

***M20041096** – CCC supported the application and made additional comment that,

- a) It would have been very useful for CCC to have had the reassurance of a copy of the 'discharge certificate' in order to provide a complete application. This was requested but provision of a copy was refused by the planning office

***M20041098** – CCC supported the application on condition that

- a) This development is in very close proximity to several water sources, and CCC would request that planners make absolutely sure that there is no contamination or detriment to the water supply to neighbouring properties

Action – Clerk to process

5.0 Correspondence – to receive items of general correspondence

5.1 Powys County Council – Group Director, Economic & Community Regeneration
Re – Powys Unitary Development Plan, Deposit Draft and consultation period
Notification of commencement of statutory six week consultation period, on the deposit draft of the Powys Unitary Development Plan (UDP), the Sustainability Appraisal of the Plan, and the draft Supplementary Planning Guidance (SPG) on Residential Design. Copies of the plan (setting out Powys CC proposed planning policies to 2016) are provided.

The plans are available for public inspection at all main libraries and County Council offices, and a series of public exhibitions will be held across the County. The nearest exhibition to Churchstoke is at Montgomery Town Hall, on Friday 12th November 2004, 1pm-8pm, with meetings beginning 6pm

The consultation period runs from 29th October 2004 to 13th December 2004.

Responses are invited by Monday 13th December 2004.

CCC agreed to consider the plans at a special meeting on Wednesday 1st December, 7:30pm at Hyssington.

Action – for special Dec meeting

5.2 Powys County Council – Head of Legal, Scrutiny & Democratic Services
Re – Autumn Liaison Meeting 2004
Invitation for up to 3 representatives and Clerk to attend the Autumn Liaison Meeting, Tuesday 23rd November, 7:00pm, at Neuadd Maldwyn, Welshpool.

The agenda will include, Road Maintenance Improvement current programme and forward programme, Freedom of Information, new Licensing regime, Community Strategy, Communication. Town & Community Councils are also invited to submit short general items for discussion, by 10th November.

Action – Chairman,
Cllr M J Jones,
& Clerk to attend

5.3 Adjudication Panel for Wales – Registrar to the Panel
Re – Annual Report 2003-2004
Copy of the Annual Report 2003-2004 of the panel established in October 2002 to hear cases of allegations of misconduct against members of local authorities. The report included a summary of allegations and appeals. Noted.

5.4 Environment Agency – Project Manager Severn Uplands Catchment Abstraction Management Strategy (CAMS)
Re – Statement of Response to CAMS consultation
Acknowledgement of CCC's response (May 2004 meeting) to the CAMS consultation, and a Statement of Response. It was noted that CCC was the only community council in the Severn Uplands area to respond to the consultation. Noted.

5.5 Society of Local Council Clerks – National Training Manager
Re – Regional One Day Conference

Invitation to the conference on 'Funding and Managing Community Projects' on Thursday 18th November, Gregynog Conference Centre, Newtown (delegate fee £30 for members, £40 non-members). Noted.

5.6 Various other material

- a) Royal Navy Presentation Team – invitation to a presentation and reception Thursday 11th November, 6.30pm, the Pavilion, Llandrindod Wells. Noted

6.0 Application for Public Entertainment Licence – to receive and resolve a response to consultation by Powys CC on application at Hyssington Village Hall

The Clerk reported that consultation by Powys CC has not yet been received.

Action – for November agenda

7.0 Application for Transfer of Justices Licence – to receive notice of application for transfer of licence at The Court House Hotel

The Clerk reported on notification that Mr Michael Farley and Ms Julie Doreen Farley of The Court House Hotel, Churchstoke, have applied for transfer of the Justices' Licence for The Court House Hotel to be heard at Welshpool Magistrates Court, on Tuesday 2nd November 2004. The notice has already distributed for notice boards. Noted.

8.0 Elections to Montgomeryshire Standards Sub-committee – to receive the nominations for Members & Reserve to the sub-committee, and to resolve on CCC's choice of candidates

The Clerk reported on nomination for 2 town & community council representatives (and for 1 reserve) for the forthcoming elections to the Montgomeryshire Standards Sub-Committee.

RESOLVED *'for the 2 members, of the Montgomeryshire Standards Sub-Committee of sub-committee, that CCC votes in favour of Cllr G W Davies (Castle Caereinion) and Cllr J B Foulkes (Llantysilio)'.*

RESOLVED *'for the 1 reserve representative, for the Montgomeryshire Standards Sub-Committee, that CCC votes in favour of Cllr J B Foulkes (Llantysilio)'.*

Action – Clerk to process

9.0 Powys CC Licensing Policy – to consider draft policy issued for consultation by Powys CC and to resolve a response

The Clerk reported on consultation by Powys CC on the Draft Statement of Licensing Policy as required by the Licensing Act 2003. Responses will be accepted from CCC by 25th November.

Action – for November agenda

10.0 Dyfed Powys Police Annual Policing Plan 2005-2006 – to receive and resolve a response to consultation on Local Objectives for inclusion in the plan

Notification that the authority is now setting out the plan, and inviting CCC to submit its top priorities as local objectives for inclusion. Replies requested by 19th November.

Council RESOLVED *'to set local priorities as*

- *Increased anti-speeding measures outside of village boundaries*
- *Better co-ordination of cross border policing issues between th Dyfed Powys and West Mercia forces*

Action – Clerk to process

11.0 BMX Site – working party to report further on written specifications for the site improvements to be undertaken by CCC

Cllr G Griffiths reported that he has contacted a local contractor who is willing to undertake the improvement work, and that the contractor will need a written specification in order to provide a quotation.

Action – Cllr D Paterson
Cllr P Delves
Cllr G Griffiths

12.0 Community Plan – to consider the development and adoption of a community planning policy or planning terms of reference and to resolve on same

The Chairman reminded Members of their wish to consider the merits of developing a community plan, particularly with reference to planning developments. The Clerk provided a discussion document to be considered at November meeting.

Action – for November agenda

Cllr C G Hamer proffered apologies and left the meeting at this point.

13.0 Churchstoke Cemetery – to consider requirements and implications of safety inspections, and to resolve on adoption of a policy/procedure for dealing with same

The Clerk reminded Members of growing concern amongst local councils with regard to memorial safety in cemeteries, and that Members have themselves expressed a wish to review the position at the Churchstoke Cemetery.

It was noted that many councils are already undertaking memorial safety surveys, and recent press coverage has been given to some of the early results of Powys CC. The Clerk suggested that larger councils may have resource to undertake inspections and remedial work, but for smaller councils may be more cost effective to contract out the work.

A formal policy and procedure was circulated for discussion together with rough guide as to costs.

RESOLVED *‘to contact the council’s insurance company to clarify insurance requirements and to discuss the subject further at the November meeting’.*

Action – for November agenda

14.0 Financial Report

14.1 Financial Accounts & Audit for Financial Year 2003-2004 – to report and approve 3 amendments to the Annual Return 2003-2004, required by external auditors

The Clerk reported that the external auditors have requested further information, and that 3 amendments be made to the Annual Return 2003-2004 as follows,

- a) Annual Precept – explanation as to why the significant variance of £1,269 (15%). The Clerk reminded Members of the additional precept due to the car park resurfacing costs
- b) M&G Charibond – investment value has not changed from previous year, and that Box 8 must contain the market value as at 31st March. The Clerk has obtained the valuation of £127.70 as requested

- c) VAT – as the accounts re prepared on Income & Expenditure basis, that VAT received and paid amounts are removed from Boxes 3 and 6 for VAT . The Clerk reported that this can easily be done with no effect on calculations
- d) Public Works Loans Board – the full amount received should be included in box 3 and the balance owing should be reported as a memo item only (box 10) and not be used to calculate Box 7 in box 7. The Clerk explained that PWLB income and expenditure had originally been apportioned over the 8 year loan period, and the balance outstanding shown as a long term liability. The auditors now require that full income shown in 2003-04, and the balance outstanding shown as a memo item only and not used in calculating the overall net assets of the council

RESOLVED *‘that the Clerk make the explanation and amendments required by external auditors, and amend and resubmit the Annual Return accordingly’.*

Action - Clerk to process

14.2 Members Allowances 2004-2005 – to report on 2004-2005 allowances

The Clerk reported that regulations on Members allowances for financial loss, and subsistence/travel expenses, have still not been finalised by the Welsh Assembly Government.

Action – for future agenda

14.3 Financial Year 2005-2006 – to receive working party 1st draft annual budget and to resolve on bid for Recreation Funds

The Clerk reported for the working party and presented 1st draft of the 2005-2006 budget. Members were reminded of the timetable and the need to submit bids for concurrent funding immediately after this meeting.

Council RESOLVED *‘to proceed with CCC bids for recreation concurrent function grants based on the draft as presented and modified at this meeting for BMX expenditure’.*

The budget will be re-presented for further discussion at the November meeting.

The Chairman thanked the working party of members and the Clerk for their preparatory work on the 1st draft.

Action – Clerk to process

14.4 Items received since last meeting – to report

The Clerk reported on income received since the last meeting as follows,

Payer	Description	£
Central Networks	Pole Rents & Wayleaves	73.13
NatWest Bank plc	Gross interest Jul 2004 – Sep 2004	87.50

14.5 Items for payment this meeting – to authorise items for payment, including as follows,

Members RESOLVED *‘to authorise items for payment as follows’.*

cheque	Payee	Description	£
265	Mrs B Rowley	Village steward Jul-Sep 2004	81.00
266	E J Humphreys	Admin expenses Jul-Sep 2004	198.69
St.Ord	E J Humphreys	Clerk’s salary October 2004	305.73

Action – Clerk to process

14.6 Consolidated balances at 27th October 2004 after sweep, receipts & payments – to report
The Clerk reported on gross, ring-fenced funds, & net available balances as follows,

	reserve account £	current account £
Gross balances	18,172.87	414.58
Less ring-fenced funds	2,104.50	0.00
Net balances available	16,068.37	414.58

15.0 Powys County Council and Highways Reports

15.1 Notice of Temporary Prohibition of Driving at Old Churchstoke C2193 near Glebe Farm – to receive notification of closure for the period Monday 25th October – Friday 29th October 2004

The Clerk reported on formal notification by Powys CC of Temporary Notice of Prohibition of Driving on Road C2193 near Glebe Farm at Old Churchstoke, in the interests of public safety while works to the carriageway. Powys CC has already posted Notices on site, and CCC has posted Notices to village notice boards.

15.2 Highways report from Powys CC to CCC – to report items from Powys CC

The Clerk reported on a letter of acknowledgement from Powys CC regarding,

- a) Aston – the C class road between Burnt House entrance and Sunny Bank to Moat Road (near Broughton Farm) has severe erosion across much of the road, and risk of grounding for low vehicles. To be inspected.
- b) Rock Lane, (off Green Lane) Old Churchstoke – water erosion causing potholes and resurfacing needed. Unlikely to be included in this year's programme, but intended to include it in 2005-06.
- c) North Walk, The Bridge, Churchstoke – trees are obstructing the path and need trimming. To be inspected and to bring forward work or contact landowners as appropriate.

15.2 Highways report from CCC to Powys CC – to report items to Powys CC

- a) Cllr D A Paterson – C2009 Hyssington turn to Llan turn – heavy vehicles have been off the road onto the soft verge cutting large trenches in 2 places which have now filled with water. The verges need repair, and there is a risk that freezing weather may raise the tarmac.

Action – Clerk to write

16.0 Chairman's Announcements & Date of next meeting (Wed 24th November 2004)

- a) Cllr B A Rowley – sought clarification as to the use for the recreation field extension. The Chairman explained the reasons behind the purchase in reserving 'green space' in the heart of the village, and that the field is available for quiet recreational use
- b) Clerk – reported that the soak-away cambers at the car park have been emptied by a registered contractor, and the silt/sludge taken away and to a registered disposal site.

Next meetings – Wednesday 24th November 2004, 7:30 p.m. **at Hyssington** and
Wednesday 1st December 2004, 7:30 p.m. **at Hyssington**

Meeting ended 9:50 p.m.