

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

MINUTES of Meeting on 29th July 2009
 at Hyssington Village Hall at 7.30 p.m.

1.0 Attendance, Apologies and Declarations of Members' Interests

Attendance: Cllr D L Powell (Chairman), Cllr J Stelmasiak (Vice-Chairman), Cllr K H J Dowbiggin, Cllr C S Fowles, Cllr M J Jones, Cllr L D Owen, Cllr D H Payne, Cllr P C Rigg, Cllr B A Rowley, Cllr V E D Tudor.

Apologies for Absence: Cllr S V Griffiths.

Declarations of Members' interests: Members declared interests during the meeting as follows:

Agenda Number	Item	Councillor	Nature of Declaration
8.0	Village Green at Hyssington	M J Jones	Personal not Prejudicial Interest as a Member of Powys CC Rights of Way Committee
10.0	Green Grants Awards	K H J Dowbiggin	Personal (not prejudicial) interest
10.0	Green Grants Awards	C S Fowles	Personal (not prejudicial) interest
10.0	Green Grants Awards	M J Jones	Personal (not prejudicial) interest
10.0	Green Grants Awards	D H Payne	Personal (not prejudicial) interest
10.0	Green Grants Awards	D L Powell	Personal (not prejudicial) interest
10.0	Green Grants Awards	P C Rigg	Personal (not prejudicial) interest
10.0	Green Grants Awards	B A Rowley	Personal (not prejudicial) interest
10.0	Green Grants Awards	V E D Tudor	Personal (not prejudicial) interest

2.0 Minutes of Meetings – to approve and sign the minutes of business meeting 24th June 2009 at Churchstoke Community Hall, as a correct record

The minutes of the meeting on 24th June 2009 were approved and signed as a correct record.

3.0 Matters Arising from Minutes for Information – to report matters for information from minutes of business meeting 24th June 2009 at Churchstoke Community Hall

3.1 (5.5) Planning Appeals, Chaseleyfield

There was discussion of CCC's submission to the Inspector in respect of whether development work actually appears to have started without planning permission. Members noted that CCC had supported the original application and that the Inspector will assess the circumstances of the site and evaluate validity of submissions.

3.2 (14.0b) Communal TV Aerial in Cae Camlad

Cllr B A Rowley reported that the estates officer has visited each property in Cae Camlad to ascertain whether the communal aerial is in use. The Clerk reported on reply from Powys CC apologising for the delay and stating that the aerial will be inspected to ascertain stability, and to determine whether it is still in use. Following the assessment the estates officer will determine a mutually agreeable course of action.

4.0. Vacancy in the Office of Community Councillor (Churchstoke Ward) – there being no election called, to receive nominations and to proceed to fill the vacancy by co-option.

Council received nominations for co-option to office, and Members voted to co-opt as follows:

- o Mrs. Isabel Philpott

Action – Clerk to process

5.0 Planning Matters:

5.1 Planning Specific Correspondence – to receive planning specific correspondence (if any)
None.

5.2 Powys CC Planning Determinations – to report recent Powys CC planning determinations
The Clerk reported notification of planning determinations by Powys CC as follows:

Ref.	Site	Powys CC Planning Decision
P20090613	Crow Wood, Churchstoke	Full planning permission granted

5.3 Planning Appeals – to receive and resolve responses to notifications/reports (if any) of Planning Inspectorate Appeals

The Clerk reported on notification of planning appeals/decision as follows:

Plan Ref.	Appeal Ref	Site
None		

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

RESOLVED ‘*CCC responds to planning consultations as follows:*’

Ref.	Applicant	Site	Description	rec.
None				

Action – Clerk to process

5.5 Planning Enforcement Appeals – notifications/reports (if any) of Planning Inspectorate Enforcement Appeals.

The Clerk reported on notification of planning enforcement appeals/decision as follows:

Ref.	Site	Description
None		

5.6 Planning Enforcement – to report on planning enforcement matters within the community.

The Chairman invited Members to bring forward planning enforcement matters for discussion. Members discussed enforcement matters as follows –

Ref	Site	Description
None	Off A489 opp entrance to Cae Coed, Churchstoke	Large lorry container
Powys CC reply	The Planning Enforcement Officer has visited the site to discuss the container with the owner. The container is being used as a temporary store, and the planning officer has informed the owner that it may need planning consent if it becomes permanent structure. The officer will monitor the situation over the next few months.	

M20050963	Land opp. Cwm Chapel, Mellington	The shed erected with the pump is still present although retrospective planning permission had been refused.
Powys CC reply	The Planning Enforcement Officer has recently visited the site following complaints regarding on-going works at the Chapel. The owner indicates that alternative water storage will be completed by mid-August and the officer anticipates removal of the shed in due course, then if there is no compliance within the owner's timescale enforcement action will be pursued and prosecution sought.	

6.0 One Voice Wales / Society of Local Council Clerks, Guidance Notes – to receive reports of AGM / conference / area meetings / guidance notes / correspondence.

6.1 One Voice Wales – National Training Programme

CCC received details of the OVW National Training Programme for the financial year indicating dates and locations, each module costing £25 per attendee:

- o Module 1 – The Council
- o Module 2 – The Councillor
- o Module 3 – The Council as Employer

Action – Clerk to copy to Members

Action – Members to notify Clerk of take up

6.2 One Voice Wales – Montgomeryshire Area Committee Meetings

CCC received notice and agenda for the Montgomeryshire Area Committee Annual Meeting on Thursday 9th July, 7pm at the Village Hall, Meifod, followed by the Ordinary Meeting. Cllr M J Jones reported that he was unable to attend.

6.3 Society of Local Council Clerks – AGM

The Clerk reported on attendance at the Powys branch AGM Wednesday 8th July, 7pm, at Llandrindod Wells, where the guest speaker was Mr Jim Griffiths (Co-ordinating Officer for Wales) who highlighted initiatives in Wales and training options for Clerks. The Clerk also reported that he has been re-elected as Branch Chairman.

6.4 Society of Local Council Clerks – Employees Car Allowances 2009-10

Council received notification of the national NJC Car Allowances 2009-10 for essential and casual car users. Noted

7.0 Allotments – to report from the allotments task group.

Cllr J Stelmasiak reported for the allotments task group on the meeting of 24th July, 7pm, and indicated that steps are being taken to obtain planning permission for change of use. Members noted that the task group recommends commissioning professional property services for preparation of detailed maps, plans and the planning application, and that the Clerk is to write to all members of the public who have already registered an interest.

Action – Allotments group with Clerk

8.0 Village Green at Hyssington – to report from the village green task group.

Declarations of Members' interests

- Cllr M J Jones: declared a Personal not Prejudicial Interest as a Member of Powys CC Rights of Way Committee.

The Clerk reported that the CCC has received the application pack from Powys CC this day. The Clerk also reported that there has been a change to application process from that used at Cherry Tree Land and North Walk, to take account of new legislation

Action – Village Green group with Clerk

9.0 Democratic Governance and Organisation

9.1 Confidentiality and Dispensations – to receive correspondence from the Chairman of the Powys Standards Committee regarding Confidentiality and Dispensations (previously circulated).

CCC received correspondence sent to all Town and Community Councils by the Chairman of the Powys Standards Committee reminding Members as follows:

- Confidentiality: this is an integral part of the duty of a Councillor and a breach of confidentiality would be taken as a breach of the Code of Conduct. Such a breach of the Code could result in suspension or possible disqualification in serious cases. Noted.
- Dispensations: that few applications for dispensations have been received by the Standards Community Sub-Committee, and that Members are reminded that the opportunity to apply for dispensations does exist. Noted

9.2 Advice on dealing with Planning Applications – to receive advice from Powys CC Scrutiny Services Manager entitled ‘Advice to Town & Community Councils (Planning Applications)’ with a Clerks report, and to resolve on action if desired (previously circulated).

CCC received correspondence and advice sent to all Town and Community Councils by the Scrutiny Services Manager indicating that establishing planning committees may assist Town and Community Councils to respond to planning consultations within deadlines. The implication of such committees was also explained. CCC also received the Clerk’s report and recommendations on the matter.

RESOLVED *‘In view of the fundamental nature of committees to the way that CCC operates, to accept the Clerk’s recommendations and request that the Members with Special Responsibility for Democratic Governance and Organisation, and the Clerk, take the matter as a working party to consider advantages, disadvantages, and implications of establishing a committee system and how this fits into a wider modernisation agenda, and report back to Full Council in 3 months.’*

10.0 Green Grants Awards 2009 – to receive and resolve on the recommendations of the Green Grants Panel for Green Grants Awards 2009 (previously circulated)

Declarations of members’ interests:

- Cllr K H J Dowbiggin previously declared a Personal (not prejudicial) interest
- Cllr C S Fowles previously declared a Personal (not prejudicial) interest
- Cllr M J Jones previously declared a Personal (not prejudicial) interest
- Cllr D H Payne previously declared a Personal (not prejudicial) interest
- Cllr D L Powell previously declared a Personal (not prejudicial) interest
- Cllr P C Rigg previously declared a Personal (not prejudicial) interest
- Cllr B A Rowley previously declared a Personal (not prejudicial) interest
- Cllr V E D Tudor previously declared a Personal (not prejudicial) interest

The Clerk reported on the meeting of the Green Grants Panel on 3rd July, and the recommendations for awards of the Green Grants 2009.

RESOLVED 'a) CCC receives and accepts the recommendations of the Green Grants Panel on Green Grants Awards 2009 as follows,

Organisation	£	Item description
Churchstoke CP School Infant Dept	200.00	purchase of planters, pots, shrubs, compost and plants
Churchstoke Over 60s Club	200.00	cost of outings and hire of village hall
Churchstoke WI	200.00	towards cost of PA system
Churchstoke Guides	230.06	digital camera, printer and accessories
Corndon Amateur Dramatic Association	230.06	video camera
Churchstoke Coffeecraft	230.05	crèche equipment, craft materials/equipment and printing costs
1st Churchstoke Brownies	230.05	attendance at Montgomeryshire centenary camp
Churchstoke Recreation Association	230.05	towards cost of refurbishment of kitchen in community hall
St Nicholas Church PCC	230.05	on-going refurbishment of the heating system
Hyssington Village Hall	230.05	stabilise and recap the village hall wall
Churchstoke Bowling Club	230.05	cost of new mechanised grass scarifier
Friends of Churchstoke School	230.05	building of outdoor timber study area
Total	2670.47	

b) CCC will make the presentations on 18th September, 7pm, at Hyssington Village Hall
Action – Clerk to process

The Chairman thanked the panel for the report.

Council agreed to review (at September meeting) the existing Terms of Reference of the grants scheme for the benefit of potential applicants and the panel.

Action – for September agenda

Council also received a letter from Churchstoke Football Club explaining the delay in taking up their Green Grant 2008, and indicating the firm intention to proceed with plans for the dugout and make use of the grant in 2009-10 season. Members agreed that the 2008 grant is still available to the football club.

Action – Clerk to reply

11.0 Financial Report:

11.1 Financial Accounts & Audit for Financial Year 2008-2009 – to report and to approve the accounts and the annual return to external auditor (previously circulated).

The Clerk presented the Financial Accounts for 2008-2009, and the Annual Return/Statement of Assurance required for external audit, and answered Members queries. Members noted the internal audit report.

RESOLVED *'To approve the accounts and Annual Return/Statement of Assurance as presented, and that the Annual Return and Statement of Assurance should now be submitted to external auditor for 4th September'.*

Action – Clerk to process

Members thanked the Clerk for his work in the preparation and explanation of the accounts.

11.2 Items received since last meeting – to report.

The Clerk reported on the M&G quarterly statement for 1st Apr-30th Jun 2009,

Fund	Number of shares	Share Price (p)	Value at 30/06/2009 (£)
Charibond	100	117.80	117.80

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

Payer	Description	£
H M Revenues & Customs	VAT reclaim 2008-09	792.68
Victoria Allen Funeral Services	Burial and Ex. Right of Burials fees (plot 435)	270.00
M E & A Hughes	Cemetery memorial fee (plot 458)	135.00

11.3 Items for payment – to report and resolve to approve items for payment as follows:

RESOLVED *'CCC authorises payments as follows':*

Chq	Payee	Description	£ex vat	£vat	£inc vat
<i>To authorise items for payment this meeting:</i>					
506	Ch'stoke Rec. Assoc.	Room hire Jan-Mar 2009	30.60	0.00	30.60
507	B A Rowley	Vill. Steward Apr-Jun'09	103.14	0.00	103.14
508	D P Morris	Int. Audit 2008-09 Accs	115.50	0.00	115.50
509	E J Humphreys	Admin Exp. Apr-Jun'09	248.43	0.00	248.43
<i>Total to authorise for payment this meeting</i>			<i>497.67</i>	<i>0.0</i>	<i>497.67</i>
<i>To report items previously authorised to be paid by direct debit or standing order:</i>					
SO	E J Humphreys	Clerk's salary Jul'09	383.88	0.00	383.88
<i>Total previously authorised paid by d.deb. or st. ord.</i>			<i>383.88</i>	<i>0.0</i>	<i>383.88</i>

Action – Clerk to process

11.4 Consolidated balances at 29th July 2009 after sweep, receipts & payments – to report.

The Clerk reported on gross, ring-fenced funds, & net available balances as follows:

Item	Reserve account £	Current account £
Gross balances	30,503.99	500.00
Less ring-fenced funds	7,195.68	0.00
Net balances available	23,308.31	500.00

12.0 Highways and Rights of Way Reports:

12.1 Highways and Rights of Way report from Powys CC/Shropshire Council to CCC – to report.

The Clerk reported on replies/correspondence from Powys CC/Shropshire Council

- a) Cllr D H Payne: A488 near Moor Quarries (also known as Squilver Quarries), between junction with C2009 and junction with A489 – road deterioration after recent works causes vehicles to deviate towards the edge of the verge. No reply to date.
- b) Cllr J Stelmasiak: North Walk Village Green – disturbance to the ground with felling of trees. No reply to date.

12.2 Highways and Rights of Way report from CCC to Powys CC/Shropshire Council – to report.

- a) Cllr V E D Tudor: A489 – request for more speed limit repeater signs in Churchstoke village.
- b) Cllr P C Rigg: U2713 Fishpool Lane junction with A488 – pothole on the junction.
- c) Cllr M J Jones: B4385 at Feeding Grounds Cottage – the garden hedge is still encroaching onto the carriageway and needs cutting back. There have been direct complaints from the public following a near miss traffic incident.

Action – Clerk to process

13.0 County Council Matters – to receive and discuss other general Powys CC/Shropshire Council matters.

- a) Powys CC: Cllr M J Jones reported,
 - Very recent release of the Powys Appraisal Project between Powys CC and the Local Health Board. Three options have been considered with the working party recommending full merger. Cllr Jones advised all Members to consider the proposals document on the Powys CC website in readiness for the formal consultation process.
- b) Shropshire Council
 - No report.

14.0 Correspondence – to receive other items of general correspondence.

14.1 Powys CC – Waste Services Manager

Re: Future Recycling and Refuse Collection Service

Council received information on changes next year to frequency of recycling and general refuse collections. Powys CC indicates a move to weekly recycling collections and to fortnightly general refuse collections in wheeled bins. Noted

14.2 Defra

Re: Duty to Conserve Biodiversity Survey

Council received notice of on-line survey for Chief Executives, Heads of Environment or Lead Officers, on how public authorities have responded to the duty to conserve biodiversity. Replies are accepted until 7th August. Noted.

14.3 Public Services Ombudsman for Wales

Re: Annual Report 2008-09

Council received a copy of the Annual Report. Noted.

14.4 Various other correspondences listed:

- a) Digital Switchover Help Scheme – reminder that the digital switchover in Wales runs 12th August 2009 to 31st March 2010, and that help is available from the scheme for older and disabled people. Noted

- b) Play for Wales /Chwarae dros Gymru – Summer 2009 newsletter. Noted.

15.0 Chairman's Announcements & Date of Next Meeting

- a) Cllr K H D Dowbiggin – police have been conducting speed checks in various locations in Churchstoke Village
- b) Cllr B A Rowley – repairs needed to the large gate at the Cemetery
- c) Clerk – reported damage to the private clothing/shoe recycling bank and that the matter is under investigation by Powys CC.

Next business meeting: Wednesday 26th August 2009, 7:30 p.m. at Churchstoke (planning, finance and urgent matters only).

Meeting ended – 9:20 p.m.