



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

E J Humphreys MA Oxf, FdA Community Governance, FSLCC
Clerc i'r Cyngor | Clerk to the Council

2 Rowes Terrace, Plough Bank, Montgomery, Powys, SY15 6QD.

MINUTES of COUNCIL ORDINARY BUSINESS MEETING

on Thursday 18th January 2024 at 7.30pm

at Churchstoke Community Hall and remotely on Zoom-Pro platform.

1.0 Welcome, Attendance, Apologies for Absence and Remote Meeting

Etiquette: to record attendance, to receive and resolve if desired on apologies for absence, and to remind attendees to show civility and respect to all throughout the meeting in line with the obligations of the Code of Conduct.

Attendance at the hall: Cllr M J Jones (Chair), Cllr D Bebb, Cllr J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith, Cllr C P Smith.

Attendance online: None.

The Chair welcomed Councillors and Clerk to the meeting and reminded attendees to show civility and respect to all throughout the meeting.

Apologies for absence approved by Council: None

Apologies for absence received: Cllr J N Wakelam, Cllr D N Yapp.

Other Members Absent: Cllr M A Whittall.

In attendance: E J Humphreys (Clerk to the Council).

2.0 Declarations of Members' Interests and Dispensations: to receive declarations of interest from Members in accordance with Part III of the Local Government Act 2000, which established the Local Government Code of Conduct for Members, and to note Members' dispensations. Members are asked to submit any declaration forms to the Clerk (papers 2a-b previously circulated).

Members declared personal/ prejudicial interests at the start/ during the meeting as follows:

Agenda Number	Item	Councillor	Nature of Declaration
7.6.2	Planning Applications	A Richards	Personal and prejudicial interest in application 23/1839/FUL having the applicant carry out work

3.0 Public Participation: to receive members of the public who wish to address the council in respect of any item of business included in the agenda. Any member of the public wishing to speak must notify the Clerk by email to

clerk@churchstoke.org or telephone 01686-668790 or in person, no later than 15 minutes prior to the start of the meeting. Members of the public addressing the council are asked to respect matters of confidentiality and privacy.
None.

- 4.0 Electoral Matters:** Co-Option to vacancies: Hyssington ward: to receive expression(s) of interest, if any, and to resolve to co-opt to vacancies. The Chair reminded Council of the vacancies remaining after the elections 5th May'22 and the Council's Notices of Co-Option. Cllr D Bebb reported interest from a member of the public. The Clerk advised that interested parties should contact the Clerk and may attend meetings to observe council proceedings and business.

5.0 Minutes of Previous Meetings

- 5.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 21st December 2023 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 21st December 2023 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 21st December 2023 are approved and signed as a correct record.

- 5.2 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 21st December 2023.
- 5.2.1 (14.0a) Cemetery Bins
The Clerk confirmed Powys CC has now delivered two wheelie bins – one for green waste and one for residual waste – the next collection being 31st Jan then fortnightly on Thursdays.

- 6.0 County Councillor & County Council Report:** to welcome the local county councillor and to receive updates and exchange information on county council matters (paper 6 previously circulated).

- Cty Cllr D Bebb presented his written report on a number of county council ward issues including,
- North Walk: work to trees will require a road (A489) closure on 12th and 13th February
- Bus Shelter at Co-op: still under consideration by highways department
- Highways: various ad-hoc repairs
- Caebitra Footbridge: repairs being a responsibility of Shropshire Council.

7.0 Planning & Building Control

- 7.1 Planning & Building Control General Correspondence:
- 7.1.1 Powys CC: Application 23/1372/FUL at Land Adjacent to Hollydene, Hall Bank: to receive information that the application was considered at County Planning, Taxi Licensing and Rights of Way Committee on 11th Jan 2024 (paper 7.1.1 previously circulated).
Council received information that the application was considered at County Planning, Taxi Licensing and Rights of Way Committee on 11th Jan 2024. The Clerk reminded Members of the public right to address committee and in this case the council had objected to the application

(at its meeting in Hyssington on 28th Sep'23). Cty Cllr D Bebb reported the application has been approved.

- 7.1.2 Planning Aid Wales: to receive, if any, the latest planning news and training opportunities (paper 7.1.2 previously circulated). Council received details of training opportunities and latest news from Planning Aid Wales. The Clerk invited Members to let him know if they wish to attend the training events.

Action – Members
to inform Clerk

- 7.1.3 Other Planning Correspondence: to receive and circulate for information such other planning and building control correspondence as will be brought to the attention of the council by the Clerk.

- a) Planning Aid Wales: Strategic Development Plan (SDP) Council received an invitation to attend one of four free seminars by way of introduction to the Wales SDPs. The Clerk reported that SDPs will be significant regional planning strategic frameworks – the one for mid-Wales covering Powys and Ceredigion – and invited Members to let him know if they wish to attend.

Action – Clerk to circulate details
Members to inform Clerk

- 7.2 Powys CC Planning Policy Consultation: Replacement Local Development Plan (LDP) Key Issues, Vision and Objectives: to receive the consultation closing 28th Jan'24 extended by request to 6th Feb'24, to resolve whether to respond and if so to delegate the response to the Clerk after reference to a working group elected here (papers 7.3a-c previously circulated). The Chair referred Members to the consultation.

RESOLVED

CCC does not wish to respond to the consultation on LDP Key Issues, Vision and Objectives.

- 7.3 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area. Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
None		

- 7.4 Planning Inspectorate Appeals: Notices of Appeals to receive & resolve responses to Notices of Planning Appeals including but not limited to those listed below. Later Notices may be considered at the discretion of the Chair.

Ref.	Appellant	Site	Description
None			

- 7.5 Pre-application Consultations by Developers: to receive & resolve responses to pre-application consultations by developers including but not limited to those listed below. Later applications may be considered at the discretion of the Chair.

Ref.	Applicant	Site	Description	rec.
None				

7.6 Planning Applications:

- 7.6.1 To receive, for information, representations regarding planning applications.
None.
- 7.6.2 To receive & resolve responses to consultations; full application(s) detail(s) at <http://pa.powys.gov.uk/online-applications/?lang=EN> including but not limited to those listed below. Later applications may be considered at the discretion of the Chair.
The Chair referred Members to the consultations.

Declaration of Members' Interests

- Cllr A Richards declared a personal and prejudicial interest in application 23/1839/FUL and left the meeting for this application.

RESOLVED

CCC responds to consultations on planning applications as below:

Ref.	Applicant	Site	Description	rec.
23/1795/REM	Nicola Downes, Powys CC, County Hall, Llandrindod Wells	Development At Land Adjoining Fir House, Churchstoke	Section 73 application to remove condition 16 of planning permission 19/1798/REM (residential development of up to 45 dwellings) to allow for amended plans	O*
23/1839/FUL	Mr Aidan Jones, The Broads, Churchstoke	The Broads, Churchstoke	Extension of existing agricultural building for vehicle workshop	S

**23/1795/REM: CCC objects to the application as it is of the view that,*

- such a large housing development needs a footpath for safety of pedestrians, east to the shops and west to the village facilities, which avoids the need to cross the busy A489*
- there appears to be a lack of documented rationale why the applicant considers "condition 16 is unachievable - see supporting covering letter" as said covering letter has not been made available in the consultation.*

Action – Clerk to process

- 7.7 Applications for Works to Trees Subject to Tree Preservation Order or in a Conservation Area – to receive & resolve responses to consultations including but not limited to those listed below. Later applications may be considered at the discretion of the Chair.

The Chair referred Members to the consultations.

Ref.	Applicant	Site	Description	rec.
None				

7.8 Planning Enforcement:

- 7.8.1 From other bodies to CCC: to report for information, planning enforcement matters within the community as will be brought to the attention of the council by the Clerk.
None.
- 7.8.2 From CCC to Powys CC: to report planning enforcement matters within the community.
The Chair invited Members to bring forward planning enforcement matters within the community for the attention of the planning authority.

RESOLVED

CCC reports planning enforcement matters for the attention of the planning authority as follows:

- a) *Shepherds Whym Farm, Banks Head, Bishop Castle: CCC is given to understand that there may have been unauthorised development taking place and asks that planning offices investigate whether appropriate planning permission has been obtained.*

Action – Clerk to process

- 8.0 Defibrillator:** to receive, and resolve if desired, a verbal report on the costs/benefits of participation in the Clun AED group (Cllr C P Smith).
Cllr C P Smith reported that CCC could be a member if Clun AED group if it so chose. The Clerk advised that the group could contact the council via the Clerk if it has a proposal for the benefit of Churchstoke community. The Clerk also reported the manager of St Nicholas House confirms the defibrillator at St Nicholas House is working and in place – new pads having been fitted free of charge by the Wales Ambulance Service.

RESOLVED

CCC will add a link to 'find a defibrillator' on the community council website.

Action – Clerk to process

- 9.0 Reports from Outside Bodies:** to receive reports for information, if any, from representatives to outside bodies.
None.

10.0 Finance and Assets

- 10.1 Finance Specific Correspondence: to circulate for information such financial correspondence, if any, as will be brought to the attention of the council by the Clerk.
None.
- 10.2 Financial Year 2024-25: Budget Preparation: to receive, and resolve if desired, on the 3rd and final draft budget (paper 10.2a-c previously circulated).
Council received the 3rd draft budget and plan for 2024-25. The Clerk explained there are no amendments to the second draft, and reminded Members that the council must resolve the budget in Jan'24 to meet the billing deadline at Powys CC.

RESOLVED

CCC sets for 2024-25:

- a) Net expenditure budget of £31,943.71
- b) Precept of £31,943.71
- c) Band D Equivalent Precept of £34.16.

Action – Clerk to process

The Chair thanked the budget panel and the Clerk for their work preparing the draft budgets.

10.3 Items Received Since Last Meeting: to report for information.

The Clerk reported items received since the last meetings as follows:

Payer	Description	£
NatWest Bank	Gross interest Dec'2	27.18
Powys CC	3 rd instalment precept	10,588.00
Total		10,615.18

10.4 Items for Payment: to resolve to approve items for payment as follows:

The Chair referred Members to the items listed for payment.

RESOLVED

CCC authorises payments as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1595	Gloversure Ltd	Email Support 18 th Dec'23	12.00	2.40	14.40
1596	Powys CC	Rec'n field bin Oct-Nov'23	30.88	0.00	30.88
1597	Society of Local Council Clerks	Professional membership subs 2024 pro-rata	72.80	0.00	72.80
1598	SLCC Enterprises Ltd	Practitioners' Conference 2024 net of bursary	260.00	31.00	291.00
1599	E J Humphreys	Comm Gov L5 qual'n: 50% year 2 study field trip pro-rata with other council	35.74	0.00	35.74
1600	E J Humphreys	Comm Gov L6 qual'n: 50% year 1 course fees pro-rata with other council	205.51	0.00	205.51
Total for authorisation this meeting			616.93	33.40	650.33

To report items previously authorised

1601	E J Humphreys	Clerk net salary Jan'24	As employment contract		
------	---------------	-------------------------	------------------------	--	--

Action – Clerk to process

10.5 Financial Balances: Consolidated Bank Balances: to report consolidated balances to date after transfers, receipts & payments.

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	29,959.44
Less consolidated ring-fenced funds	0.00	9,435.32

Net balances available	1,000.00	20,524.12
------------------------	----------	-----------

11.0 Highways & Rights of Way

- 11.1 Rights of Way Specific Correspondence: to receive for information such items of rights of way correspondence as will be brought to the attention of the council by the Clerk.
- 11.1.1 Powys CC: Footpath 39 at North Walk, Churchstoke: to receive the Notice of Extension for the temporary closure of the footpath so that tree works may be carried out (papers 11.1.1a-c previously circulated).
Council received Notice of Extension for the temporary closure of footpath 39 at North Walk.
- 11.1.2 Powys CC: Footpath 103(A) at The Drewin Farm, Churchstoke: to receive Notice of Making of a Public Path Diversion Order (papers 11.1.2a-c previously circulated).
Council received Notice of Making of a Public Path Diversion Order for footpath 103(A) at The Drewin.
- 11.2 Highways & Rights of Way Specific Correspondence: to receive for information such items of highways correspondence as will be brought to the attention of the council by the Clerk
- 11.2.1 Powys CC: to receive information and diversion map regarding the emergency closure U2697 Cwm Linton 3-31st Jan'24 (papers 11.2.1a-b previously circulated).
Council received information and diversion map for the closure.
- 11.2.2 Powys CC: to receive information and diversion map regarding the emergency closure C2193 Old Churchstoke 4-8th Jan'24 (papers 11.2.2a-b previously circulated).
Council received retrospective information and diversion map for the closure.
- 11.2.3 Powys CC: to receive advance information and diversion map regarding the temporary closure B4385 Churchstoke 13-16th Feb'24 (papers 11.2.3a-b previously circulated).
Council received advance information and diversion map for the closure.
- 11.2.4 Powys CC: to receive information and diversion map regarding the emergency closure C2055 Green Lane 15-19th Jan'24.
Council received information and diversion map for the closure.
- 11.2.5 Powys CC: to receive advance information and diversion map regarding the temporary closure B4385 Pentre 10th Apr'24.
Council received advance information and diversion map for the closure.
- 11.3 Reports from CCC to Powys CC/ Shropshire Council: to report and resolve if desired, highways/ rights of way maintenance matters, if any.

The Chair invited Members to bring forward highways matters for the attention of the highways authorities.

RESOLVED:

CCC reports matters for the attention of highways authorities as follows,

- a) Chirbury to Priest Weston road: potholes and surface damage, particularly near the entrance to Ridge Farm*
- b) Priest Weston village: potholes*
- c) A489 between the entrances to The Lack and Lower Mellington Farm: damage to the edge of the carriageway*
- d) A489 at Broadway: potholes re-opening.*

Action – Clerk to process

12.0 Correspondence

12.1 One Voice Wales (OVW)/ Society of Local Council Clerks (SLCC)

12.1.1 OVW: Training Jan-Mar'24: to receive details and to resolve on attendance, if desired, as an approved duty (paper 12.1.1a-b previously circulated).

The Clerk reported the OVW training schedule and invited Members to let him know if they wish to attend.

Action – Members to inform Clerk

12.1.2 OVW: Digital Training Free Events: to receive details and to resolve on attendance, if desired, as an approved duty (papers 12.1.2a-b previously circulated).

The Clerk reported the OVW free digital training and invited Members to let him know if they wish to attend.

Action – Members to inform Clerk

12.1.3 OVW: Montgomeryshire Area Committee 15th Jan'24: to receive information and report from CCC's representative to the area committee (Cllr M J Jones) (papers 12.1.3a-b previously circulated). Cllr M J Jones reported attendance, with the Clerk, at the meeting of the OVW Area Committee meeting at which the new chief executive of Powys CC was introduced and highlighted her three priorities for the way in which county council will undertake its work.

12.1.4 To receive and circulate for information such other items of OVW/ SLCC correspondence as will be brought be brought to the attention of the council by the Clerk.

The Clerk reported other correspondence from One Voice Wales/ Society of Local Council Clerks, highlighting certain items, which will be circulated electronically post meeting where electronic copies are available, and set out in appendix 1.

Action – Clerk to process

12.2 General Correspondence: to receive and circulate for information such items of general correspondence as will be brought be brought to the attention of the council by the Clerk.

The Clerk reported general correspondence, highlighting certain items, which will be circulated electronically post meeting where electronic copies are available, and set out in appendix 2.

Action – Clerk to process

13.0 Chairman’s Announcements, Items for Future Agenda & Date of Next Meeting

- 13.1 Chair’s announcements: to receive for information announcements from Chair and Members.
- a) Clerk: reported seeking quotes for work to install the new playground bins.
- 13.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
- a) None.
- 13.3 Date of next meeting: Ordinary Business Meeting 29th Feb’24 at Churchstoke Community Hall and remote online.

14.0 Confidential Session

- 14.1 Resolution to Exclude the Public and Press: Under the Public Bodies (Admission to Meetings) Act 1960 (2) to resolve that members of the public and press be requested to leave the meeting by reason of the [specified] confidential nature of the business about to be transacted.

RESOLVED

Under the Public Bodies (Admission to Meetings) Act 1960 (2) CCC resolves that members of the public and press be requested to leave the meeting by reason of the [specified] confidential nature of the business about to be transacted.

- 14.2 Recreation: Grounds Maintenance & Grass-cutting: [confidential reason: preparation of a specification for commercial tender]: to consider and, if desired, to resolve amendments to the draft specification for public tenders in regard to certain verges inc. Belle Vue, village greens adj. The Courthouse and at Hyssington, and A489 layby Churchstoke. Council is reminded of its duty under the Environment (Wales) Act 2016 S6 “A public authority must seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions”. (confidential paper 14.2 previously circulated).
- The Clerk reminded Members of the earlier specification and asked Council to confirm or amend the draft specification in regard to certain verges inc. Belle Vue, village greens adj. The Courthouse and at Hyssington, and the A489 layby at Churchstoke.

Councillors also reported having received representations from a member of the public urging the council to take opportunities to enhance biodiversity in its cutting regime. In this respect the Clerk reminded Members of their earlier decisions to limit verge cutting to 1m width, to reduce frequency of cuts at the playground, and to reserve an uncut in the south-west corner of the cemetery for wildflowers.

RESOLVED

CCC approves amendment of the draft specification for public tender to exclude the 1m width proviso at Belle Vue, and village greens adj. The Courthouse and at Hyssington.

Action – Clerk to process



























- 14.3 Confidential Correspondence [confidential reason: data protection of individuals]: to receive, and resolve if desired, such other business or correspondence of a confidential nature as will be brought to the attention of the council by the Clerk.
None.

Meeting ended – 9.02pm.

Appendix 1: Other One Voice Wales/SLCC correspondence circulated post meeting

-  01a - OVW - Online Event - Buglife Cymru January 31 2024 - 070124.pdf
-  01b - OVW - B-Lines Resources Launch - Wales.png
-  02 - OVW - One Voice Wales Governance & Policy Practice Dev't Officer - 120124.pdf
-  03 - Wales NHS - Air Ambulance Stakeholder Update 15 (January 2024) - 170124.pdf
-  04 - Pageantmastr - D-DAY 80 (June 6th 2024) New Year Update - 120124.pdf
-  05 - WLGA - Community Speed Watch - 040124.pdf
-  06a - WGov - Non Exec Director Board Opportunities Welsh Government - 020124.pdf
-  06b - WGov - Vacancy - Public Appointments - 150124.pdf
-  06c-1 - WGov - Secondment opp ARWAP (Anti-racist Wales Action Plan) Prog Delivery Mgr - 150124.pdf
-  06c-2 - WGov - ArWAP_Prog Del Mgr advert Jan2024.pdf
-  06d - WGov - Job advert for post of next Older People's Commissioner Wales - 170124.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - January Newsletter from Russell George MS - 030124.pdf
-  02 - Craig Williams MP - New Year message - 311223.pdf
-  03a - Wales NHS - Air Ambulance Update from EASC on EMRTS Cymru - 22122.pdf
-  03b - Wales NHS - Air Ambulance Stakeholder Update 15 (January 2024) - 150124.pdf
-  04 - SaTH NHS Trust - Important news about Hospitals Transformation Programme - 050124.pdf
-  05 - OPCC - Invitation St David's Day Conference 2024 - 180124.pdf
-  06 - Llais Powys - Report on What We Heard in Ystradgynlais September 2023 - 170124.pdf
-  07a - MWWFRS - Consultation Draft Service 2040 plan. - 291223.pdf
-  07b - MWWFRS - MAW260-j8FO6o1z12E-CRMP-2040-Presentation-PSBs-V2-AMY_cy-GB-1.pdf
-  07c - MWWFRS - Have Your Say - Community Risk Management Plan 2040 - 080124.pdf
-  08 - MWWFRS - Shape the Future Share Your Voice in Our Strategic Equality Plan 2024-2028 - 170124.pdf
-  09a - SpArC - Pool donations poster jan 2023 - 080124.jpg
-  09b - SpArC - The Little mermaid fundraiser poster - 140124.jpg
-  10 - KWT - Powys Environmental Educaiton Cluster Invitation & Agenda 30th Jan'24 - 050124.pdf
-  11a - Powys CC - Fostering in Powys - 080124.pdf
-  11b - Powys CC - Foster Wales Powys Posters.pdf
-  11c - Powys CC - Foster Wales Powys Information Booklet - Bilingual.pdf
-  12 - PAVO - PAVO Stakeholder Survey 2023 - 080124.pdf
-  13 - PAVO - Social Value - 170124.pdf
-  14 - PAVO - ENG - MADIP-Numeracy MTF 2024 - 170124.png
-  15 - PAVO - Minutes Welshpool Montgomery ^0 Llanfair Locality Network Mtg 2.12.23 - 150124.pdf
-  16a - MMCLT - Stepping Stones Conference 27th Feb'24 - 170124.pdf
-  16b - MMCLT - Species Programme.jpg
-  16c - MMCLT - Species Poster.jpg
-  17 - Calon Hearts - Defibrillators CPR offer - 100124.pdf
-  18 - Play Wales - 2023 publications - 090124.pdf