



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

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

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

NOTICE, SUMMONS & AGENDA – COUNCIL ORDINARY BUSINESS MEETING

A MEETING OF THE COMMUNITY COUNCIL

will be held on Thursday 25th April 2024, 7.30pm
at Churchstoke Community Hall and online or by telephone.

All members of the Council are summoned to attend.

To join online

<https://us06web.zoom.us/j/84471561020>

Meeting ID: 844 7156 1020

Passcode: 083001

To join by telephone

0131 460 1196 United Kingdom

0203 481 5237 United Kingdom

0203 481 5240 United Kingdom

0203 901 7895 United Kingdom

0208 080 6591 United Kingdom

0208 080 6592 United Kingdom

0330 088 5830 United Kingdom

Meeting ID: 844 7156 1020

Passcode: 083001

Please note, meetings may be recorded only with the prior written consent of the Council.

In accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1, extended by Local Government Act 1972 Section 100, the meeting is open to the public to attend as observers except where excluded (during the whole or part of the proceedings) by resolution of the Community Council by reason of the confidential nature of the nature of the business to be transacted.

Members of the public are informed that the limited space for public attendance in the meeting room is normally made available to the public on a first come basis.

All persons attending at the community hall are asked to observe current Coronavirus (Covid-19) measures¹. The meeting lounge has limited space for social distancing, so attendees may prefer to join the meeting remotely.

E J Humphreys

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20th April 2024

¹ Coronavirus (Covid-19) guidance can be found at: <https://gov.wales/coronavirus>

AGENDA

- 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.
- 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).
- 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.
- 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.
- 5.0 Guest:** Dyfed Powys Police Neighbourhood Policing Team: to welcome PCSO 8157 Aimee Bartlett to present and discuss crime prevention methods and collated statistics relating to recent reports.
- 6.0 Minutes of Previous Meetings**
- 6.1 To approve & sign the minutes as a correct record of the Special Ordinary Business Meeting 18th March 2024 (paper 6.1).
- 6.2 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 28th March 2024 (paper 6.2).
- 6.3 To report, for information purposes only, matters arising from the minutes of the Special Ordinary Business Meeting 18th March 2024.
- 6.4 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 28th March 2024.
- 7.0 County Councillor & County Council Report:** to welcome the local county councillor and to receive updates and exchange information on county council matters (paper 7a-b).
- 8.0 Planning & Building Control**
- 8.1 Planning & Building Control Correspondence
- 8.1.1 Planning Aid Wales: to receive, if any, the latest planning news and training opportunities (inc. paper 8.1.1a).
- 8.1.2 Other 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.
- 8.2 Powys CC Planning Decisions: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area (papers 8.2a-c).
- 8.3 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.	Developer	Site	Description
None at date of issue of agenda.			

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

Ref.	Developer	Site	Description
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None at date of issue of agenda.

8.5 Planning Applications Consultations

8.5.1 To receive, for information, representations regarding planning application consultations (if any).

8.5.2 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.

Ref.	Applicant	Site	Description
24/0378/HH	Mr Simon Beadman, Rhiastyn House, Hyssington	Rhiastyn House, Hyssington	Rear extension to provide sun room and bedroom

8.6 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:

Ref.	Applicant	Site	Description
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None at date of issue of agenda.

8.7 Planning Enforcement

8.7.1 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.

8.7.2 From CCC to other bodies: to resolve reports of planning enforcement matters within the community.

9.0 Recreation

9.1 Playground: Entrance: to consider and to resolve, if desired, to seek quotations for improvements at the entrance gate to prevent puddling and/or improvements for aces for persons of limited mobility. Members are advised to view the site in advance.

9.2 Playground: Waste: to receive information from the Churchstoke Recreation Association that it will withdraw from the playground bins contract following introduction of the Waste Separation Requirements (Wales) Regulations 2023 (Members are referred to <https://www.gov.wales/workplace-recycling#:~:text=Workplace%20recycling%20is%20changing,household%2Dlike%20waste%20from%20workplaces> and to receive Clerk's advice and resolve action appropriate (paper 9.2).

9.3 Recreation Field: to receive a request from Churchstoke CP School to place its clothes waste bank on the public amenity at Churchstoke recreation ground and to receive Clerk's advice and resolve a response (paper 9.3).

10.0 Cemetery

10.1 Trees Survey: to endorse the Clerk's decision taken under the scheme of delegation (para 2.1i) to remove an unsafe rotting tree at the NW end of the central path, and to resolve a recommendation from the Clerk to seek quotations for an arboriculture/safety survey at the cemetery. Members are advised to view the site in advance (Cllr B L Smith).

11.0 Reports from Outside Bodies: to receive reports for information, if any, from representatives to outside bodies.

12.0 Finance and Assets**12.1 Finance Specific Correspondence**

12.1.1 Audit Wales: Financial Year 2023-24 Audit Notice: to receive information regarding audit of accounts for 2023-24 (papers 12.1.1a-d).

12.1.2 Independent Remuneration Panel for Wales Annual Report 2024-25: to note mandatory payments, and to resolve optional payments according to determinations 6, 7, 8 for the financial year 2024-25 (paper 12.1.2a-b).

12.1.3 To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk.

12.2 Financial Year 2024-25: Appeals for Financial Assistance: to receive the Clerk's report & to resolve appeals/ donations for 2024-25 (paper 12.2).

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

12.4 Items Paid: to report and endorsed items paid under financial regulations (para 6.4) and scheme of delegation (para 2.2xvi) following curtailment of the March meeting as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1610	Ch'stoke Rec Assoc	Community hall grant 2023-24	3,698.42	0.00	3,698.42
1611	Hyss'ton Vill Inst	Village hall grant 2023-24	1,331.21	0.00	1,331.21
1612	Gloversure Ltd	Email support (data space)	14.66	2.93	17.59
1613	E J Humphreys	Reimburse Zoom Pro Feb'24	129.90	25.98	155.88
1614	E J Humphreys	Reimburse MSoft Office	66.66	13.33	79.99
1615	Gloversure Ltd	Additional 5GB email space Mar to Sep	17.50	3.50	21.00
1616	Hyssington Village Institute	Room hire Mar'23	30.00	0.00	30.00
1617	Gloversure Ltd	Website CMS renewal	99.99	19.80	118.80
1618	HM Revenue & Customs	PAYE & Employer's NI for Q4 Jan-Mar'24	694.00	0.00	694.00
Total to authorise for payment			6,082.34	65.54	6,146.89

To report IRPW determinations to be paid to Members

1620	R K McLintock	Allowance 1 Oct to 31 Mar	75.00	0.00	75.00
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To report items previously authorised or payment

1621	E J Humphreys	Clerk net salary Mar'24	As employment contract		
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12.5 Items for Payment: to resolve to approve items for payment as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1622	Gloversure Ltd	Email space support	14.67	2.93	17.60
1623	E J Humphreys	Admin exp 2023-24 Q4	260.98	15.57	276.55
1624	Powys CC	Cemetery bins 2023-24 Q4	57.44	0.00	57.44
1625	Powys CC	Rec field bin 2023-24 Q4	54.04	0.00	54.04
1626	Powys CC	Cemetery NNDR 2024-25	0.00	0.00	0.00
Total to authorise for payment			387.13	18.50	405.63

To report items previously authorised or payment

1627	E J Humphreys	Clerk net salary Apr'24	As employment contract		
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12.6 Financial Balances: Consolidated Bank Balances: to report for information the consolidated balances to date, after transfers, receipts & payments.

13.0 Highways and Rights of Way

13.1 Highways: to receive for information notifications & diversion maps for works already actioned,

13.1.1 Powys CC: Emerg. closure C2009 Hyssington 20-22 Mar'24 (papers 13.1.1a-b)

- 13.1.2 Powys CC: Rescheduled temp. closure B4385 Churchstoke 26-28 Mar'24 (paper 13.1.2)
- 13.1.3 Powys CC: Emerg. closure C2009 Hyssington 13-17 Apr'24 (papers 13.1.3a-b).
- 13.2 Highways: to receive for information notifications & diversion maps for works to be undertaken,
 - 13.2.1 Powys CC: Temp Closure B4385 Churchstoke 29-31 May'24 (papers 13.2.1a-b).
- 13.3 Highways: such items of highways correspondence, if any, as will be brought be brought to the attention of the council by the Clerk.
- 13.4 Rights of Way: to receive for information,
 - 13.4.1 Powys CC: to receive for information re. North Walk surfacing (paper 13.4.1)
 - 13.4.2 Such items of rights of way correspondence, if any, as will be brought be brought to the attention of the council by the Clerk.
- 13.5 Reports from CCC to Powys CC/ Shropshire Council: to report and resolve if desired, highways/ rights of way maintenance matters, if any.

14.0 Correspondence

- 14.1 One Voice Wales (OVW) Society of Local Council Clerks (SLCC)
 - 14.1.1 OVW: Training Apr-Jun'24: to receive details and to resolve on attendance, if desired, as an approved duty (papers 14.1.1a-b).
 - 14.1.2 OVW: Practice Development Note: Annual Financial Timetable of Actions: to receive the advice note for information (papers 14.1.2a-b).
 - 14.1.3 OVW: National Awards 27th Mar'24: to receive the conference interim summary (paper 14.1.3).
 - 14.1.4 OVW: Montgomeryshire Area Committee 16th Apr'24: to report from attendance (Cllr M J Jones) (paper 14.14).
 - 14.1.5 OVW: Innovative Practice Conference 3rd Jul'24: to receive advance information and to resolve to approve attendance as an approved duty (paper 14.1.5).
 - 14.1.6 OVW: Membership 2024-25: to receive and resolve an invitation to renew membership for 2024-25, on the recommendation of the Clerk (papers 14.1.6a-b).
 - 14.1.7 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.
- 14.2 General Correspondence
 - 14.2.1 Powys CC: Sustainable Powys – Let's Talk: to receive for information Clerk's feedback regarding the event (papers 14.2.1a-c).
 - 14.2.2 To receive and circulate for information such other items of general correspondence as will be brought be brought to the attention of the council by the Clerk.

15.0 Chairman's Announcements, Items for Future Agenda & Date of Next Meeting

- 15.1 Chairman's announcements: to receive for information announcements from Chairman, Members, and the Clerk.
- 15.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
- 15.3 Date of next meetings: 28th May'24 at Churchstoke & online,
 - a) Annual Meeting 7.30pm
 - b) Ordinary Business Meeting 7.50pm or upon the rising of the preceding Annual Meeting whichever is the later.

16.0 Confidential Session

- 16.1 Resolution to Exclude the Public and Press: Under the Public Bodies (Admission to

Meetings) Act 1960 (2) to resolve 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.

- 16.2 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.

End of agenda