



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

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

E J Humphreys MA Oxf, CertHE 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 Tuesday 26th April 2022, 7.30pm.
at Churchstoke Community Hall and Online.

All members of the Council are summoned to attend.

All Members attending at the community hall are asked to observe current Covid Alert Level 0 safety requirements/ measures¹ (from 18th Apr'22 it is no longer a legal requirement to wear a face covering in indoor public places other than health and social care settings although it is advised where physical distancing cannot be maintained. Maintaining a distance between people is also advised).

For reasons of Coronavirus (Covid-19) safety, all access by the public & press is restricted to remote online.

To join online

<https://us06web.zoom.us/j/84592510907>

Meeting ID: 845 9251 0907

Passcode: 109176

To join by telephone

0208 080 6592 United Kingdom

0330 088 5830 United Kingdom

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

Meeting ID: 845 9251 0907

Passcode: 109176

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.

E J Humphreys

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20th April 2022

¹ Covid Alert Level 0 Measures can be found at: <https://gov.wales/alert-level-0>

AGENDA

1.0 Welcome, Attendance, Apologies for Absence and Remote Meeting Etiquette:

- 1.1 To record attendance, to receive apologies for absence, to resolve if desired to approve absence(s). and to recap on the remote meeting etiquette (paper 1.1).
- 1.2 To remind Council this meeting falls within the pre-election period leading to elections 5th May'22. It is prohibited from generating publicity ²or activities which could be perceived as seeking to influence public opinion or to promote the public image of a particular election candidate or potential candidate or their party. Councillors are referred to the Clerk's briefing note (paper 1.2).

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

- 4.1 Hyssington Ward: further to the Declaration of Vacancy dated 4th Jul'21 and Notice of Intent to Co-Opt 8th Aug'21, to receive expressions of interest and to co-opt to the vacancy in the office of community councillor for Hyssington Ward.
- 4.2 Elections May 2022: to receive Notices of Results of Uncontested Elections to the community council (paper 4.2).

5.0 Minutes of Previous Meetings

- 5.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 29th March 2022 (paper 5.1).
- 5.2 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 29th March 2022.

6.0 Planning & Building Control

- 6.1 Planning & Building Control Correspondence:
 - 6.1.1 Planning Aid Wales: to receive details of training opportunities, if any, and to resolve if desired on attendance (paper 6.1.1).
 - 6.1.2 Other Correspondence: to receive and circulate for information such other planning and building control general correspondence as will be brought to the attention of the council by the Clerk (inc paper 6.1.2).
- 6.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area.
- 6.3 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.			

² Any communication, in whatever form, addressed to the public at large or to a section of the public

6.4 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.

6.5 Planning Applications:

6.5.1 To receive, for information, representations regarding planning applications, if any)

6.5.2 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
22/0642/HH	Mr & Ms Kirk and Hunter, Little Argoed, Churchstoke	Little Argoed, Churchstoke	Construction of a Garden room annexe

6.6 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.

6.7 Planning Enforcement:

6.7.1 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.

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

7.0 Cemetery: to consider and to resolve the removal & disposal of a fallen tree limb at the cemetery (papers 7a-b).

8.0 Reports from Representatives to Outside Bodies

8.1 Friends of the Green and Horsewell (FOTGAH): Village Green at Hyssington: to report, and to resolve if desired, from CCC's representative to FOTGAH (Cllr R K McLintock).

9.0 Finance and Assets

9.1 Finance Specific Correspondence:

9.1.1 Powys CC: Residual waste collection day and charges update: to receive information regarding rates and collection days for 2022-23 (paper 9.1.1).

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

9.2 Financial Year 2021-22: Debt Write-Off: to receive a report from the Clerk and to resolve to write off a debt for an abandoned tenancy of allotment (paper 9.2 to follow).

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

9.4 To endorse payments made since the last meeting by the Clerk to the Council:

Chq	Payee	Description	£ex vat	£vat	£total
1449	HM Revenue & Customs	PAYE Q4 Jan-Mar'21 shortfall	40.00	0.00	40.00

9.5 To report issue of replacement cheque by the Clerk to the Council:

Chq	Payee	Description	£total
1450	TM & SJ Boundy	Cllr Allow'ce Oct'21-Mar'22	£74.79 gross

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

Chq	Payee	Description	£ex vat	£vat	£total
1451	Audit Wales	Audit fee 2020-21 accounts	230.00	0.00	230.00
1452	Gloversure Ltd	Email support (re data storage)	15.00	3.00	18.00
1453	E J Humphreys	Reimburse admin expenses Jan-Mar'22	154.15	12.60	166.75
1454	One Voice Wales	Membership subs. 2022-23	274.00	0.00	274.00
n/a	Powys CC	Cemetery NNDR 2022-23	0.00	0.00	0.00
1455	E J Humphreys	Reimburse Zoom Pro Apr'22	11.99	2.40	14.39
1456	E J Humphreys	Reimburse token of appreciation to cemetery volunteer	14.17	2.83	17.00
Total for authorisation this meeting			699.31	20.83	720.14
To report items previously authorised					
1457	E J Humphreys	Clerk net salary Apr'22	As employment contract		

9.7 Financial Balances: Consolidated Bank Balances: to report for information the consolidated balances to date, after transfers, receipts & payments.

10.0 Highways & Rights of Way

- 10.1 Highways & Rights of Way Specific Correspondence: to receive for information such items of highways/ rights of way correspondence as will be brought to the attention of the council by the Clerk.
- 10.2 Reports from CCC to Powys CC/ Shropshire Council: to report and resolve if desired, highways/ rights of way maintenance matters, if any.

11.0 County Councillor & County Council Report: to welcome the county councillor and to receive verbal updates for information on County Council matters & to discuss general Powys CC/ Shropshire Council matters. The county councillor is reminded of the current pre-election period and asked to limit updates to facts of what the council as whole is undertaking/ planning rather than individual councillor opinions or achievements.

12.0 Correspondence

- 12.1 One Voice Wales/ Society of Local Council Clerks
- 12.1.1 OVW: Training Apr-May'22: to receive the training schedule and to resolve if desired on attendance as approved duty (paper 12.1.1).
- 12.1.2 For Circulation: to receive and circulate for information such other items of OVW/ SLCC correspondence as will be brought to the attention of the council by the Clerk.
- 12.2 General Correspondence
- 12.2.1 For Circulation: to receive and circulate for information such other items of general correspondence as will be brought to the attention of the council by the Clerk.

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

- 13.1 Chairman's announcements: to receive for information announcements from Chairman, Members, and the Clerk.
- 13.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
- 13.3 Date of next meetings:
- a) Annual Meeting: Wed 18th May'22, 7.30pm
- b) Ordinary Business Meeting Wed 18th May'22, 7.50pm or upon the rising of the Annual Meeting whichever is the later.

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 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 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