



**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 29th June 2023, 7.30pm
at Hyssington Village Hall and online or by telephone.

All members of the Council are summoned to attend.

To join online

<https://us06web.zoom.us/j/89830307244>

Meeting ID: 898 3030 7244

Passcode: 404571

To join by telephone

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

0131 460 1196 United Kingdom

Meeting ID: 898 3030 7244

Passcode: 404571

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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23rd June 2023

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 Minutes of Previous Meetings**
- 5.1 To approve & sign the minutes as a correct record of the Annual Meeting 25th May 2023 (paper 5.1).
- 5.2 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 25th May 2023 (paper 5.2).
- 5.3 To report, for information purposes only, matters arising from the minutes of the Annual Meeting 25th May 2023.
- 5.4 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 25th May 2023.
- 6.0 County Councillor & County Council Report:** to welcome the local county councillor and to receive updates and exchange information on county council matters.
- 7.0 Planning & Building Control**
- 7.1 Planning & Building Control Correspondence
- 7.1.1 Planning Aid Wales: to receive latest planning news and training opportunities (paper 7.1.1a-b).
- 7.1.2 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.
- 7.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area (paper 7.2).
- 7.3 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. | | | |
- 7.4 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
None	J Meddins & Co, c/o Roger Parry & Partners LLP, Mercian House, 9 Darwin Court, Oxon Business Park, Shrewsbury	Lynwood, Churchstoke	Erection of livestock building and all associated works Details at https://www.rogerparry.net/pla/n/lynwood-livestock-building/

7.5 Planning Applications Consultations

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

7.5.2 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
23/0637/HH	Philip Knight, Todleth House Barn, Churchstoke	Todleth House Barn, Churchstoke	Erection of an extension
23/0704/HH	Mr & Mrs M & K Maddox, Swallow Barn, Hurdley, Churchstoke	Swallow Barn, Hurdley, Churchstoke	Erection of an extension and a detached garage

7.6 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
None at date of issue of agenda.			

7.7 Planning Enforcement

7.7.1 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.

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

8.0 Recreation

8.1 Recreation Field Aeration: to receive and resolve quotation, if available, for field aeration for 2023-24.

8.2 Playground: to consider and resolve if desired, on refuse bins (Cllr C P Smith).

8.3 Allotments: to resolve, if desired, to support allotment manager action regarding potential misuse of water provision.

9.0 Cemetery

9.1 Maintenance: to consider and resolve if desired on maintenance matters (Cllr B L Smith).

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

11.0 Consultations

11.1 Powys CC: Consultation on the Local Housing Market Assessment for Powys: to receive the consultation closing 10th Jul'23, to resolve whether to respond and if so to resolve to delegate the response to the Clerk after reference to a working party here elected (papers 11a-b).

12.0 Finance and Assets

12.1 Finance Specific Correspondence:

12.1.1 The Pensions Regulator: to receive and note the requirements to re-enrol and re-declare duties as an employer (paper 12.1.1)

12.1.2 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 2022-23

12.2.1 Internal Audit and Accounts 2022-23: to receive the Internal Audit report and to receive and approve the Financial Accounts 202-23 (papers 12.2.1).

12.2.2 Annual Return of Accounting Statement & Statement of Assurance 2022-23: to approve the Annual Return for dispatch to the external auditor (paper12.2.2).

12.3 Community Fund Grants: to receive and resolve on Terms of Reference for a new Community Fund Grants Scheme funded by precept replacing the previous Green Grants Scheme funded by waste recycling proceeds (paper 12.3 to follow).

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

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

Chq	Payee	Description	£ex vat	£vat	£total
1556	Groundforce Landscape Ltd	Grounds Maintenance Contract – May 2023	816.14	163.23	979.37
1557	Lee Stephens	Internal Audit 2022-23 accs	132.00	0.00	132.00
1558	HM Revenue & Customs	PAYE Q1 Apr-Jun'23	53.00	0.00	53.00
Total for authorisation this meeting			1,001.14	163.23	1,164.37

To report items previously authorised

DD	Public Works Loans Board	Playground loan 504503 instalment #15	1,525.19	0.00	1,525.19
1559	E J Humphreys	Clerk net salary Jun'23	As employment contract		

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

13.0 Highways

13.1 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.

13.1.1 Powys CC: Temporary Closure C2055 Hall Bank 12-15th Jun'23: to receive information (papers 13.1.1a-b previously circulated).

13.1.2 Powys CC: North Walk Trees Update: to receive an update on maintenance from the Rights of Way officer (paper 13.1.2).

13.2 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 Jun-Jul'23: to receive details and to resolve on attendance, if desired, as an approved duty (papers 14.1.1a-b).

14.1.2 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.

14.2 General Correspondence:

14.2.1 Powys CC: Climate Stakeholder Group invitation: to receive and resolve an invitation to the inaugural Powys County Council Climate Stakeholder Group Meeting on the 26 June 2023 15:00pm -17:00pm, and to nominate a representative (paper 14.2.1).

- 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: Ordinary Business Meeting 27th Jul'23 at Churchstoke

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