



**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 MEETING**

**A MEETING OF THE COMMUNITY COUNCIL**

will be held on Thursday 31<sup>st</sup> October 2024 at 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/87576272988>

Meeting ID: 875 7627 2988

To join by telephone

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

0208 080 6592 United Kingdom

Meeting ID: 875 7627 2988

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) measures<sup>1</sup>. 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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25<sup>th</sup> October 2024

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

## AGENDA

- 1.0 Welcome, Attendance, Apologies for Absence & Remote Meeting Etiquette:** to record attendance, to receive and resolve if desired to approve absence(s), 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 is asked to notify the Clerk by email to [clerk@churchstoke.org](mailto: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 and Governance Matters**
- 4.1 Co-Option to Vacancies Hyssington Ward: to receive expression(s) of interest, if any, and to resolve to co-opt to vacancies.
- 4.2 Governance: to elect to vacant positions of special responsibility as follows,
- a) Budget preparation panel (1)
  - b) Internal audit and financial scrutiny (1)
  - c) Posting of information & notices to community notice board at Snead (1).
- 5.0 Minutes of Previous Meetings**
- 5.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 26<sup>th</sup> September 2024 (paper 5.1).
- 5.2 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 26<sup>th</sup> September 2024.
- 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).
- 7.0 Planning & Building Control**
- 7.1 Planning & Building Control Correspondence
- 7.1.1 Planning Aid Wales: to receive, if any, the latest planning news and training opportunities (inc. papers 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 Decisions: to report notifications from Powys CC of planning decisions 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 meeting 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 meeting at the discretion of the Chair:

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

## 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
24/1364/HH	S & L Atkins, 5 View Terrace, Churchstoke	5 View Terrace, Churchstoke	Erection of a two-storey rear extension and minor internal alterations

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 meeting 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 Churchstoke Football Club:** to receive information from members of the club.

## 9.0 External Consultations & Engagements

9.1 Independent Remuneration Panel for Wales: Draft Annual Report 2025-2026: to receive the consultation on the Panel's draft determinations for remuneration 2025-26, closing 29<sup>th</sup> Nov'24, to resolve whether to respond and, if so, to elect a working party to bring forward recommendations to the November meeting. Members are referred especially to determinations which relate to Community & Town Councils (papers 9.1a-c).

## 10.0 Finance and Assets

10.1 Financial Year 2023-24: to resolve to receive and consider the external auditor's report and opinion for conclusion of audit, if available (paper 10.1 if available).

10.2 Finance Specific Correspondence: to circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk.

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

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

Chq	Payee	Description	£ex vat	£vat	£total
1658	Ch'stokes CP School	Community Grant 2024	233.47	0.00	233.47
1659	Ch'stokes Rec Assoc	Room hire Jul-Sep'24	64.00	0.00	64.00
1660	D T Ground Maint.	Grounds main Oct'24	1,445.00	289.00	1,734.00
1561	Royal British Legion	Poppy appeal donation 2024	80.00	0.00	80.00
1562	E J Humphreys	Comm. Gov. L6 qual'n 50% year 2 course fees pro-rata with other council	234.94	0.00	234.94
1562	E J Humphreys	Admin. exp. 2024-25 Q2	196.34	14.49	210.83

1563	Powys CC	Cemetery bins 2024-25 Q2	85.95	0.00	85.95
1564	Powys CC	Rec field bins 2024-25 Q2	68.95	0.00	68.95
1565	Powys CC	Playground inspection 2024	62.40	12.48	74.88
Total to authorise for payment			2,471.05	315.97	2,787.02
To report gross IRPW determinations to be paid to Members					
1566	R K McLintock	Allowance 1 <sup>st</sup> Apr-30 <sup>th</sup> Sep'24	104.28	0.00	104.28
To report items previously authorised or payment					
1567	E J Humphreys	Clerk net salary Oct'24	As employment contract		

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

### 11.0 Highways & Rights of Way

- 11.1 Highways: to receive for information notifications & diversion maps for works, if any, already actioned,
- 11.1.1 Powys CC: Emerg Closure C2193 Old Churchstoke 22-28 Oct'24 (papers 11.1.1a-b)
- 11.1.2 Powys CC: Emerg Closure C2009 Llanerch Farm 24 Oct'24 (papers 11.1.2a-b).
- 11.2 Highways: to receive for information notifications & diversion maps for works, if any, to be actioned.
- 11.3 Highways: such other items of highways correspondence, if any, as will be brought be brought to the attention of the council by the Clerk.
- 11.4 Rights of Way: to receive for information such items of rights of way correspondence, if any, as will be brought be brought to the attention of the council by the Clerk.
- 11.5 Reports from CCC to Powys CC/ Shropshire Council: to report and resolve if desired, highways/ rights of way maintenance matters, if any.

### 12.0 Correspondence and Feedback

- 12.1 One Voice Wales (OVW) Society of Local Council Clerks (SLCC)
- 12.1.1 OVW & SLCC: to receive and resolve to endorse the submissions of OVW and SLCC to the Senedd Local Government and Housing Committee inquiry into role, governance and accountability of the community & town council sector (papers 12.1.1a-b)
- 12.1.2 OVW: To report the receipt of various Practice Development Notes and Guidance for information (papers 12.1.2a-b)
- a) Practice note 9: Terms of Reference for Council Meetings
- b) Practice note 1: Annual Financial Timetable
- 12.1.3 OVW: Montgomeryshire Area Committee: to receive the draft minutes of the meeting 21<sup>st</sup> Oct'24 (paper 12.1.3)
- 12.1.4 OVW: Annual Conference: to receive feedback from the Clerk on attendance at the conference 16<sup>th</sup> Oct'24 (paper 12.1.4)
- 12.1.5 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.
- 12.2 General Correspondence:
- 12.2.1 Vale of Montgomeryt Rural Cluster: to receive and resolve an invitation to join the cluster (paper 12.2.1)
- 12.2.2 Powys Public Service Board: to receive feedback from the Clerk on attendance at the climate event 10<sup>th</sup> Oct Oct'24 (paper 12.2.2)
- 12.2.3 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.

### 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 meeting: 28<sup>th</sup> November at 7.30pm at Churchstoke & 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 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