



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

2 Rowes 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 21st December 2023, 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/84568152313>

Meeting ID: 845 6815 2313

Passcode: 435828

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: 845 6815 2313

Passcode: 435828

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

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

15th December 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 Ordinary Business Meeting 30th November 2023 (paper 5.1).
- 5.2 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 30th November 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 (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.
- 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 from Powys CC notifying the community council of planning decisions, if any, in the community council area.
- 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 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
23/1704/FUL	Mr Delves, The View, Churchstoke	Erection of 6 dwellings and associated works	Land East Of Courtlands, Churchstoke

- 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 Christmas Lights: to endorse the Clerk's purchase under the Scheme of Delegation of replacement Christmas lights.
- 8.2 Churchstoke Bowling Club: Lease: to receive e request from the club for extension of lease on the bowling green site current terms (paper 8.2).

9.0 Reports from Outside Bodies

- 9.1 Hyssington Village Hall Committee: to report for information regarding solar roof panels (Cllr R K McLintock) (paper 9.1).
- 9.2 Other Outside Bodies: to receive reports for information, if any, from representatives to other outside bodies.

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.
- 10.2 Financial Year 2024-25: Budget Preparation: to receive, and resolve if desired, on the 2nd draft budget (paper 10.2a-c to follow).
- 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
1590	Audit Wales	Audit Fees 2022-23 accs.	200.00	0.00	200.00
1591	E J Humphreys	Admin expenses Q2	217.50	16.76	234.26
1592	Bullseye Pest Control	Mole control recreation field & cemetery 2023-24 initial half yearly payment	100.00	20.00	120.00
1593	HM Revenue & Customs	PAYE & Employer's NI for Q3 Sep-Dec'23	156.80	0.00	156.80
Total to authorise for payment			674.30	36.76	711.06

To report items previously authorised or payment

DD	Public Works Loans Board	Playground loan 504503 instalment #16	1,525.19	0.00	1,525.19
1594	E J Humphreys	Clerk net salary Dec'23	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 and Rights of Way**
- 11.1 Rights of Way Consultation: Powys CC: Footpath 39 North Walk: to receive and resolve a response to the consultation on an extension of the Closure Order to allow for the additional time needed. (The Clerk has informed the county council that CCC may respond at the earliest opportunity on 22nd Dec'23) (papers 11.1a-d).
- 11.2 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.
- 11.2.1 Powys CC: to receive advance information and diversion map regarding temporary closure: U2709 Old Churchstoke 22nd Feb'24 (papers 11.2a-b).
- 11.3 Reports from CCC to Powys CC/ Shropshire Council: to report and resolve if desired, highways/ rights of way maintenance matters, if any.
- 13.0 Correspondence**
- 13.1 One Voice Wales (OVW) Society of Local Council Clerks (SLCC)
- 13.1.1 OVW: Cost of Living Crisis Project: to receive, and to resolve to respond if desired, a call for evidence of activity and spend by community and town councils on the cost-of-living crisis (papers 13.1.1a-b).
- 13.1.2 Society of Local Council Clerks: SLCC Practitioners Conference 2024: to receive details and to endorse attendance by The Clerk at the online conference Feb'24 by way of continuous professional development and keeping up to date with sector issues & good practice, and to reclaim part funding from the Welsh Government training bursary scheme (papers 13.1.2a-c).
- 13.1.3 OVW: Training Jan-Mar'24: to receive details and to resolve on attendance, if desired, as an approved duty (paper 13.1.3).
- 13.1.4 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.
- 13.2 General Correspondence: to receive and circulate for information such items of general correspondence as will be brought to the attention of the council by the Clerk.
- 14.0 Chairman's Announcements, Items for Future Agenda & Date of Next Meeting**
- 14.1 Chairman's announcements: to receive for information announcements from Chairman, Members, and the Clerk.
- 14.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
- 14.3 Date of next meetings: Ordinary Business Meeting 18th Jan'24 at Churchstoke and online.
- 15.0 Confidential Session**
- 15.1 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.
- 15.2 Recreation: Grounds Maintenance & Grass-cutting: [confidential reason: preparation of a specification for commercial tender]: to receive and resolve a draft specification for public tenders. Council is referred in this regard to 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 discussion paper 15.2).

- 15.3 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.

End of agenda

The Chairman invites Members to remain after the meeting for seasonal refreshments