

**CYNGOR CYMUNED YR YSTOG  
CHURCHSTOKE COMMUNITY COUNCIL**

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

**MINUTES of FULL COUNCIL ORDINARY BUSINESS MEETING  
on Wednesday 31<sup>st</sup> August 2016**

at Churchstoke Community Hall at 7.30 p.m.

the meeting in August being Planning, Finance, and Urgent Matters only.

- 1.0 Attendance, Apologies for Absence, Dispensations, and Declarations of Members' Interests** – to record attendance and apologies for absence, 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 note dispensations.

Attendance: Cllr B L Smith (Chairman), Cllr J Jones, Cllr M J Jones, Cllr P C Rigg, Cllr C P Smith, Cllr J N Wakelam.

The Chairman welcomed members of the public.

Apologies for absence approved by Council: None.

Other apologies for absence: Cllr K D Massey, Cllr J Stelmasiak, Cllr D N Yapp.

Other Members not present: Cllr D L Powell, Cllr Z M Powell, Cllr A Richards.

In attendance: E J Humphreys (Clerk to the Council).

Dispensations: Current dispensations can be found on the council's website.

Declarations of Members' interests: Members declared personal / prejudicial interests at the start/ during the meeting as follows:

Agenda Number	Item	Councillor	Nature of Declaration
5.0	Planning Matters	M J Jones	Personal not prejudicial interest as Member of Powys CC Planning Committee
5.3	Planning Matters	M J Jones	Personal and prejudicial interest in applications P/2016/0779 and P/2016/0785
5.3	Planning Matters	J N Wakelam	Personal not prejudicial interest in applications P/2016/0779 and P/2016/0785

- 2.0 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 to the Council no later than 15 minutes prior to the start of the meeting.  
None.

- 3.0 Minutes of Meetings:** to approve and sign the minutes as a correct record of Full Council Ordinary Business Meeting 27<sup>th</sup> July 2016 at Hyssington Village Hall (paper 3 previously circulated).  
The minutes of the Full Council Ordinary Business Meeting 27<sup>th</sup> July 2016 were reviewed and approved, with typographical errors corrected.

RESOLVED:

*'The minutes of the Full Council Ordinary Business Meeting 27<sup>th</sup> July 2016 are approved and signed as a correct record.'*

- 4.0 Matters Arising from Minutes for Information:** to report matters arising for information, from the minutes of Full Council Ordinary Business Meeting 27<sup>th</sup> July 2016 at Hyssington Village Hall.  
None.

**5.0 Planning Matters:**

- 5.1 Planning Specific Correspondence (if any).
- 5.1.1 Planning Aid Wales: to receive & resolve if desired, on attendance at the Place Plan Event on 20<sup>th</sup> Sept 2016 (paper 5.1.1 previously circulated)  
Council received invitation to the Place Plans event. Noted.
- 5.1.2 Welsh Government: to receive & resolve a response if desired, consultation on Planning Policy Wales (paper 5.1.2 previously circulated).  
Council received consultation on restructuring of Planning Policy Wales, so that it fully considers and promotes the well-being goals set out in the Well-being of Future Generations (Wales) Act 2015. Responses are welcomed by Friday 30<sup>th</sup> September. Noted.
- 5.1.3 Other Planning Correspondence: to receive, for information, other planning specific correspondence, if any.  
None.
- 5.2 Powys CC Planning Determinations: to report from the new process at Powys CC notifying Community and Town Councils of Planning Decisions in their area (papers 5.2a previously circulated).  
The Clerk reported notification of planning determinations by Powys CC as follows:

Ref.	Site	Powys CC Planning Decision
TREE/2016/0027	St Nicholas Church, Churchstoke	Tree works accepted

- 5.3 Planning Applications – to receive & resolve responses to consultations; full application(s) detail(s) at <http://www.powys.gov.uk/en/planning-building-control/search-view-and-comment-on-planning-applications/> including:

Declaration(s) of Members' Interest(s):

- P/2016/0779 – Cllr M J Jones declared a personal and prejudicial interest and left the meeting for this item.
- P/2016/0785 – Cllr M J Jones declared a personal and prejudicial interest and left the meeting for this item.

## RESOLVED:

*'CCC responds to planning application consultations as follows:'*

Ref.	Applicant	Site	Description	rec.
<i>Consultations on application(s) in Churchstoke community</i>				
<i>P/2016/0721</i>	<i>Ms Lisa Contestabile, Engineering Design, Powys County Hall, Llandrindod Wells</i>	<i>Plot adjacent to Fir House, Churchstoke</i>	<i>Outline (some matters reserved) Development of up to 45 dwellings &amp; associated works to include demolition of existing building</i>	<i>S*</i>
<i>P/2016/0779</i>	<i>Mr Nicholas Evans, Lake Farm, Churchstoke</i>	<i>Lake Farm, Churchstoke</i>	<i>Erection of two broiler houses &amp; associated works, improvements to existing access &amp; creation of passing-bay</i>	<i>S*</i>
<i>P/2016/0785</i>	<i>Mr Nicholas Evans, Lake Farm, Churchstoke</i>	<i>Lake Farm, Churchstoke</i>	<i>Erection of an agricultural building to accommodate biomass boilers &amp; woodchip storage in association with a poultry complex</i>	<i>S</i>
<i>P/2016/0832</i>	<i>Mr Sam Grigg, Penstrowed Quarry, Penstrowed, Caersws</i>	<i>Plot the rear of The Court House Inn, Churchstoke</i>	<i>Erection of a two bay garage</i>	<i>N</i>

*\*P/2016/0721: CCC supports the application with additional comment as follows:*

- a) It has reservations in that the number of dwellings on the drawing (30) does not match the number declared on the application (45), and that clarity is sought from the applicant so that permission, if granted, is based on accurate proposals*
- b) It asks that access onto the highway A489 is co-ordinated design with access for the permission for 40 dwellings opposite on land adj Buttercup Cottage (P/2015/0340)*
- c) It welcomes a commitment to make 'community gain' contribution.*

*\*P/2016/0779: CCC supports the application with additional comment as follows:*

- a) It is concerned that the road bridge near Bacheldre Mill must be of sufficient strength to cope with construction and post construction (operational) traffic*
- b) It asks that appropriate measures are taken to cope with the smell which might emanate from the expanded broiler unit.'*

Action – Clerk to process

5.4 Planning Enforcement – to report information from Powys CC planning office and on planning enforcement matters within the community.

The Clerk reported correspondence from the planning office as follows:

Ref./ Site	Description
None	

The Chairman invited Members to bring forward planning enforcement matters and Members discussed enforcement as follows:

Ref./ Site	Description
None	

## 6.0 Financial Report:

6.1 Financial Year 2015-2016 – to receive external audit report and opinion, (if available) and to approve the Annual Return for conclusion of audit (papers 6.1 previously circulated).

The Clerk reported on Audit Certificate and Report, and Notice of Conclusion of Audit for financial year 2015-2016, and that CCC has received an unqualified audit, meaning no matters came to the auditor's attention which gave cause for concern that legislative and regulatory requirements have not been met. One matter was raised for the attention of Council which does not affect audit opinion but should be addressed:

- The level of reserves. The Clerk reported that at year end, the playground loan had been received but not yet spent so reserves were unusually high.

### RESOLVED:

*'CCC accepts and approves the Audit Certificate and Report, and Notice of Conclusion of Audit for financial year 2015-2016.'*

Action – Clerk to process

The Chair thanked the Clerk on behalf of Council for the efforts made in processing audit requirements to a successful conclusion.

6.2 Finance Specific Correspondence – to report finance specific correspondence, if any.  
None.

6.3 Items Received Since Last Meeting – to report.

The Clerk reported items received since the last meetings as follows:

Payer	Description	£
NatWest Bank	Gross interest Jul 2016	1.37
M E & A Hughes	Cemetery memorial fee plot 494	190.00
F Griffiths	Allotment rent 2016-16 plot 14	30.00
B Vicary	Field allotment rent 2016-17 plot 4	220.00
B P H Llewellyn	Field allotment rents 2016-17 plots 1 & 2	220.00
Total		661.37

6.4 Items for Payment – to resolve to approve items for payment as follows:  
The Clerk reported items for payment.

### RESOLVED:

*'CCC. authorises payments as follows':*

Chq	Payee	Description	£ex vat	£vat	£total
To authorise items for payment at this meeting:					
983	And Evans Landscapes	Grounds maint inst 2/6	636.68	127.34	764.02

984	E J Humphreys	Trade refuse sacks (cemetery)	114.46	0.00	114.46
985	E J Humphreys	Admin expenses Q1 Apr-Jun	191.48	12.92	204.40
986	1st Churchstoke Brownie Pack	Green Grants 2016	127.98	0.00	127.98
987	Churchstoke Bowling Club	Green Grants 2016	127.98	0.00	127.98
988	Churchstoke Pre-School Playgroup	Green Grants 2016	127.98	0.00	127.98
989	Churchstoke Over 60s Club	Green Grants 2016	127.98	0.00	127.98
990	Churchstoke Rainbows	Green Grants 2016	127.98	0.00	127.98
991	Churchstoke Guides	Green Grants 2016	127.98	0.00	127.98
992	Churchstoke Guides Corndon Senior Section	Green Grants 2016	127.98	0.00	127.98
993	Churchstoke Recreation Association	Green Grants 2016	127.98	0.00	127.98
994	Hyssington Village Institute	Green Grants 2016	127.98	0.00	127.98
995	St Etheldreda's Church Hyssington	Green Grants 2016	127.98	0.00	127.98
996	Dave Taylor Electrical Services	Installation/ Certific'n of defibrillator	171.90	34.38	206.28
997	Gloversure Ltd	PHP security upgrade to web site (2 hrs)	88.00	17.60	105.60
Total to authorise for payment this meeting			2,482.32	192.24	2,674.56
To report items previously authorised to be paid by direct debit or standing order:					
SO	E J Humphreys	Clerk gross salary Aug'16	547.40	0.00	547.40
Total previously authorised paid by dd/sord.			547.40	0.00	547.40
Grand total for payment at this meeting			3,029.72	192.24	3,221.96

Action – Clerk to process

- 6.5 Consolidated Balances – to report to date after sweep, receipts & payments.  
The Clerk reported on gross, ring-fenced funds & net available bank balances as follows:

Item	Current acc. £	Reserve acc. £
Gross balances	500.00	31,473.32
Less consolidated ring-fenced funds	0.00	11,970.38
Net balances available	500.00	19,502.94

## 7.0 Other non-planning, non-finance matters, which require attention before the September meeting.

- 7.1 One Voice Wales: to receive other item of correspondence for information, which require Members' attention before the September meeting
- 7.1.1 OVW Annual General Meeting: to receive, for information, the Motions for Debate at AGM 1<sup>st</sup> October 2016 together with Transfer Agreement and Articles of Association (papers 7.1.1a-c previously circulated): Council received Motions for Debate at the AGM 1<sup>st</sup> October 2016 together with Transfer Agreement and Articles of Association. Cllr M J Jones indicated he will be attending.
- Action – Clerk to process  
Action – Cllr M J Jones to attend
- 7.1.2 Wales Audit Office (WAO): to receive, and resolve response if desired the consultation on WAO Fees 2017-18 (papers 7.1.2a-b previously circulated): Council received the consultation, with responses welcomed by 23<sup>rd</sup> September 2016. Noted.
- 7.1.3 Dyfed Powys Police and Crime Commissioner: to receive invitation to consultation events (paper 7.1.3 previously circulated): Council received invitation to business breakfast consultation events for the 4-year Police and Crime Plan the nearest being Tues 6<sup>th</sup> Sept, 8-10am at Dolfor Community Hall. Cllr C P Smith (special responsibility for police liaison) and the Chairman indicated they will attend.
- Action – Clerk to process  
Action – Cllr C P Smith  
& Chairman to attend
- 7.1.4 Community Energy Wales: to receive invitation to the Community Energy Wales Event (paper 7.1.4 previously circulated): Council received invitation to the event 15<sup>th</sup> Sept at Bethesda. Noted.
- 7.1.5 Welsh Government: Wales Remembers 1914 – 1918 events (paper 7.1.5 previously circulated): Council received information regarding events. Noted.
- 7.2 Other Correspondence: to receive other items of correspondence for information, which require Members' attention before the September meeting.
- 7.2.1 Dyfed Powys Police and Crime Commissioner (paper 7.2.1 previously circulated): Council received consultation on the 4-year Police and Crime Plan, with responses welcomed by 30<sup>th</sup> September 2016.
- Action – for September meeting
- 7.2.2 Powys CC Highways: public notice of closure of C2147 at Hurdley from 6<sup>th</sup> to 8<sup>th</sup> September 2016 between 9am and 5pm while contractors carry out a new clean water connection.
- 7.2.3 Welshpool Town Council: publicity for Flicks in the Sticks Sept 2016.
- 7.3 Highways: urgent item to report
- 7.3.1 At Runnis Lane, Fishpool: a lorry had become stuck and blocked the lane necessitating closure of A488 for recovery. Council agreed to request a sign at the Powys end of the lane prohibiting large lorry traffic.
- Action – Clerk to process

## 8.0 Chairman's Announcements, Items for Future Agenda & Date of Next Meeting:

- a) Cllr J Wakelam: for future agenda – beginning preparation of the specification for next grass cutting contract; closure of Cae Camlad playground
- b) Cllr C P Smith: for future agenda – new playground bins and inspection checklist; defibrillator
- c) Chairman: for future agenda – repairs to Churchstoke Bridge; road closure A489 between Churchstoke and Chirbury
- d) Chairman: Next meeting: Full Council Ordinary Business Meeting, Tuesday 27<sup>th</sup> September 2016, at Churchstoke.

## 9.0 CONFIDENTIAL SESSION EXCLUSION OF PUBLIC AND PRESS

### 9.1 RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS.

Under the Public Bodies (Admission to Meetings) Act 1960 (2) to resolve that members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.

#### RESOLVED:

*'In accordance with the Public Bodies (Admission to Meetings) Act 1960 (2) the Council resolves that members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.'*

### 9.2 CONFIDENTIAL CORRESPONDENCE

To receive, and resolve if desired, such business of a confidential nature as will be brought before the council by the Clerk (paper 9.2 previously circulated [confidential reason: Data Protection]).

Council received correspondence from the Public Services Ombudsman for Wales enclosing a copy of his reply to a complainant about how the council dealt with planning application P/2015/0282, and a formal statement of reasons to explain his decision not to investigate the matter. Noted.

The Clerk also reported correspondence from a member of the public regarding disclosure of personal information, and reminded Members of requirement for confidentiality of personal information when discussing matters not in the public domain.

Meeting ended – 8.47 p.m.