



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

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

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

**MINUTES of COUNCIL ORDINARY BUSINESS MEETING
on Thursday 17th November 2022 at 7.30pm**

at Churchstoke Community Hall and remotely on Zoom-Pro platform.

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 Code of Conduct.

Attendance at the hall: Cllr B L Smith (Chairman), Cllr M J Jones, Cllr R K McLintock (Vice-Chairman), Cllr C P Smith, Cllr J N Wakelam, Cllr M A Whittall, Cllr D N Yapp.

The Chairman welcomed Councillors and Clerk and reminded attendees to show civility and respect to all throughout the meeting.

Attendance online: None.

Apologies for absence approved by Council: None.

Apologies for absence received: Cllr D Bebb, Cllr J Jones.

Other Members Absent: Cllr A Richards.

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

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 previously circulated).

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

Agenda Number	Item	Councillor	Nature of Declaration
None			

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.
None.

- 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
The Chairman reminded Council of the vacancies remaining after the elections 5th May'22 and the Council's Notices of Co-Option
The Clerk reported no further expressions of interest have been received.

5.0 Minutes of Previous Meetings

- 5.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 27th October 2022 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 27th October 2022 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 27th October 2022 are approved and signed as a correct record.

- 5.2 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 27th October 2022.
None.

- 6.0 County Councillor & County Council Report:** to welcome the county councillor and to receive verbal updates for information on County Council matters (paper 6 previously circulated).
In the absence of Cty Cllr D Bebb, the Chairman referred Members to the written report. The Clerk reported an addendum from Cty Cllr Bebb stating that removal of a hedgerow in Green Lane is connected to planning application 20/1710/FUL and that the replacement hedgerow has not been planted yet so planning officers have contacted the applicants to resolve.

7.0 Planning & Building Control

- 7.1 Planning & Building Control General Correspondence:
7.1.1 Powys CC: Powys Local Development Plan (LDP): to receive notification that the Powys Local Planning Authority (LPA) has opened the 'Call for Candidate Sites' closing 13th Dec'22, to resolve whether to respond and if so to convene a meeting of the planning committee to do so (papers 7.1.1a-b previously circulated).
Council received the call for candidate sites and the Clerk advised if Council wished to respond to convene a meeting of the planning committee to do so.

RESOLVED

CCC does not wish to submit candidate sites and prefers to engage in the LDP process when candidate sites are announced for consultation.

- 7.1.2 Planning Aid Wales: Latest training from Planning Aid Wales: to receive details and to resolve, if desired, on attendance as an approved duty (paper 7.1.2 previously circulated).

Council received details of training opportunities. The Clerk invited Members to let him know if any wished to attend the training events.

Action – Members
to inform Clerk

- 7.1.3 Other Planning 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.
None.

- 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 previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
22/0772/FUL	The Broads, Churchstoke	Approve
22/1617/TRE	Public footpath 210/31/1 (North Walk)	Approve

- 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.	Appellant	Site	Description
None.			

- 7.4 Pre-application Consultations by Developers: to receive & resolve responses to pre-application consultations by developers including but not limited to those listed below. Later applications may be considered at the discretion of the Chair.

Ref.	Applicant	Site	Description	rec.
None.				

- 7.5 Planning Applications:

- 7.5.1 To receive, for information, representations regarding planning applications
None.

- 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	rec.
None.				

- 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.

RESOLVED

CCC responds to consultations on applications for works to trees subject to tree preservation order or in a conservation area as follows:

Ref.	Applicant	Site	Description	rec.
22/1787/TPO	Mr Roy Delves, Lynden, Castle Road, Churchstoke	Lyndon, Castle Road, Churchstoke	Works to an oak tree subject of a Tree Preservation Order	O*

**22/1787/TPO: CCC objects to the application as it is of the view that there is no expert evidence or justification to support the application for 50% removal of crown of a significant and prominent feature at the centre of the village. CCC wishes to see a full expert justification report.*

Action – Clerk to process

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.
None.

7.7.2 From CCC to Powys CC: to report planning enforcement matters within the community.
The Chairman invited Members to bring forward planning enforcement matters within the community for the attention of the planning authority.

RESOLVED

CCC reports planning enforcement matters for the attention of the planning authority as follows:

Ref.	Site	Description
None	Lynden, Castle Road, Churchstoke	The property appears to be being prepared as housing for multiple occupation and asks planning officers to ensure it meets planning requirements

Action – Clerk to process

8.0 Recreation: to receive an update progress report regarding the damage to the Churchstoke Notice Board.

The Clerk stated there was nothing further to report at this stage other than the matter has been referred to police and to the council's insurance company, but the matter will be pursued.

9.0 Reports from Outside Bodies: to receive reports from representatives to outside bodies and from other councillors.**9.1 Churchstoke Recreation Association (CRA):** to receive information, and to resolve if desired on council support for the CRA Christmas Fayre (Cllr C P Smith).

Cllr C P Smith reported the CRA is planning a Christmas Fayre on 9th, 10th 11th December and rather than seeking community council financial support asks the council to provide some Christmas lights.

RESOLVED

CCC will purchase solar powered bright white light Christmas lights to the value up to £100 to be delivered to the Chairman's address, installed by Cllr D N Yapp and, with permission of CRA, to be stored at the community hall.

Action – Clerk to process

- 10.0 Cemetery:** to report and resolve on maintenance matters (Cllr B L Smith)
The Chairman reported notice board repairs have been completed to a high standard.

- 11.0 Consultation: Welsh Government: Council Tax Consultations on draft Regulations to extend exceptions to second home premiums and on Guidance:** to receive the consultation closing 22nd Dec'22, and to resolve whether to respond and if so, delegate the response to the Clerk after reference to a working party elected at this meeting (papers 11a-c previously circulated).
The Chairman referred Members to the consultation.

RESOLVED

CCC does not wish to respond to the consultation.

12.0 Finance and Assets

- 12.1 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.
None.
- 12.2 Financial Year 2021-22:** to resolve to receive external audit report and opinion, if available, for conclusion of audit (paper 12.2 to follow if received from external auditor).
The Clerk reported the external audit report and opinion has not yet been received.
- 12.3 Financial Year 2023-24:** to receive, and resolve if desired, on appeals for potential financial assistance for incorporation into the draft budget 2023-24 (paper 12.3 previously circulated).
The Chairman referred Council to the Clerk's report on general financial appeals received during the year.

RESOLVED

CCC makes provision in the 2023-24 budget for donations totalling £140, and provisionally allocates £70 each for the Royal British Legion and Wales Air Ambulance.

Action – Clerk to process

- 12.4 Financial Year 2023-24: Budget Preparation:** to report the Budget Panel and Clerk are unable to meet in November, so the 1st draft will be presented in December.
The Clerk reported the Budget Panel and Clerk have been unable to meet in November so the 1st draft budget for 2023-24 will be presented in December.
Action – Budget Panel to report to Dec meeting

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

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

Payer	Description	£
NatWest Bank	Gross interest Oct'22	7.38
Total		7.38

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

The Chairman referred Members to the items listed for payment.

RESOLVED

CCC authorises payments as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1503	Groundforce Landscape Ltd	Grounds Maintenance Contract – Oct 2022	816.14	163.23	979.37
1504	Powys CC	Rec'n field bin empty Q2	42.49	0.00	42.49
1505	Stephen Hockly	Cemetery notice board repairs	55.00	0.00	55.00
1506	E J Humphreys	Training Comm Gov Lev-5 Year-2 Installent-2	111.40	0.00	111.40
1507	Powys CC	RoSpA playground inspection	60.00	12.00	72.00
<i>Total for authorisation this meeting</i>			1,085.03	175.23	1,260.26

To report items previously authorised

DD	Information Commissioner's Office	Data protection registration fee 29 th Nov'22	35.00	0.00	35.00
1508	E J Humphreys	Clerk net salary Nov'22 and back pay due	As employment contract		

Action – Clerk to process

12.7 Financial Balances: Consolidated Bank Balances: to report consolidated balances to date after transfers, receipts & payments.

The Clerk reported the M&G Investments Charibond quarterly statement for 1st Jul'22 to 30th Sep'22 as follows:

Fund	Number of shares	Share Price (p)	Value at 30/09/2022 (£)
Charibond	100	103.61	103.61

The Clerk reported on gross, ring-fenced funds & net available bank balances as follows:

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	18,776.48
Less consolidated ring-fenced funds	0.00	7,054.91
Net balances available	1,000.00	11,721.57

13.0 Highways & Rights of Way

13.1 Highways & Rights of Way Specific Correspondence:

- 13.1.1 Powys CC: Temporary Road Closure: U2707 Churchstoke, 14-16th Dec'22 (papers 1.1.1a-b previously circulated).
Council received notice of closure.

- 13.2 Reports from CCC to Powys CC/ Shropshire Council: to report and resolve if desired, highways/ rights of way maintenance matters, if any.
The Chairman invited Members to bring forward highways matters for the attention of the highways authorities.

RESOLVED

CCC reports highways matters to Powys CC/ Shropshire Council as follows:

- a) *A489 Churchstoke: surface breaking up to the west of the Co-Op filling station entrance*
- b) *Heblands Road: the growth of Japanese Knotweed has been flayed to ground level and plant debris cast around the verge.*

Action – Clerk to process

14.0 Correspondence

14.1 One Voice Wales (OVW)/ Society of Local Council Clerks (SLCC)

- 14.1.1 OVW: Innovative Practice Conference, Thu 8th Dec'22: to receive details and to resolve, if desired, on remote attendance (papers 14.1.1a-b previously circulated).

The Clerk reminded Council that it has a conference budget for councillors which would cover such events and invited Members to let him know if they wished to attend.

Action – Members to inform Clerk

- 14.1.2 OVW: Training Oct-Dec'22: to receive details and to resolve on attendance, if desired, as an approved duty (papers 15.1.2.1a-b previously circulated)

The Clerk reminded Council that it has a training budget for councillors which would cover such events and invited Members to let him know if they wished to attend. The Chairman reminded Members that Standing Orders require Code of Conduct training within 6 months of accepting office.

to inform Clerk

- 14.1.3 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.

The Clerk reported other correspondence from One Voice Wales/ Society of Local Council Clerks, highlighting certain items, which will be circulated electronically post meeting where electronic copies are available, and set out in appendix 1.

Action – Clerk to process

14.2 General Correspondence

14.2.1 Wales Air Ambulance:

- a) to receive correspondence from NHS Wales regarding the Air Ambulance base at Welshpool (paper 14.2.1a-b previously circulated)

Council received the correspondence.

- b) to receive, and resolve a response if desired, to a request from a campaign to retain the Wales Air Ambulance base at Welshpool to lobby the Community Health Council to request a full public consultation on the matter before deciding whether to support the base closure; and to receive correspondence from NHS Wales (papers 14.2.1c-d previously circulated).
Council received the correspondence.

RESOLVED

CCC will write to the Community Health Council and to NHS Wales to call for a full public consultation and informed public debate.

Action – Clerk to process

- 14.2.2 To receive and circulate for information such items of general correspondence as will be brought be brought to the attention of the council by the Clerk.
The Clerk reported general correspondence, highlighting certain items, which will be circulated electronically post meeting where electronic copies are available, and set out in appendix 2.

Action – Clerk to process

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 and Members.
- a) Cllr R K McLintock: reported on attendance and laying a wreath as Vice-Chairman on behalf of the community at the Remembrance Sunday commemorations 13th Nov’22. and remarked on a well-attended ceremony well organised by the Royal British Legion. The Chairman thanked Cllr McLintock for his efforts on Remembrance Sunday.
 - b) Cllr R K McLintock: reported Hyssington Village Hall now has a defibrillator, courtesy of local donations, and is awaiting training session.
 - c) Cllr R K McLintock: reported remedial works to the Horsewell at Hyssington Village Green and an application for tree works will be made.
- 15.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
None.
- 15.3 Date of next meetings: Ordinary Business Meeting: 22nd December in Churchstoke and remote online.

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 that 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.

RESOLVED

Under the Public Bodies (Admission to Meetings) Act 1960 (2) CCC resolves that 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 Clerk's Salary and National Pay Settlement 2022-23 [confidential reason employment matters]: to receive details of the joint national pay settlement, and to resolve that Council accepts the NJC National Agreement 2022-23 and pays the Clerk's salary and back pay accordingly (papers 16.2a-c previously circulated).

Council received the details of the joint national pay settlement 2022-23 and the Clerk's report illustrating the effects of the agreement to 31st March 2023.

RESOLVED:

CCC adopts the national settlement with effect from 1st Apr'22 to 31st Mar'23 and amends the Clerk's salary and pays the back pay due accordingly.

Action – Clerk to process

- 16.3 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.

None.

Meeting ended – 8.48pm.