



**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 Wednesday 18th May 2022 at 8.20pm**

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 apologies for absence, to resolve if desired to approve absence(s). and to recap on the remote meeting etiquette (paper 1 previously circulated).

The Chairman welcomed Councillors and Clerk to the council's meeting and recapped the remote meeting etiquette. The Chairman also welcomed the County Councillor for Churchstoke and a member of the public to the meeting.

Attendance at the hall: Cllr B L Smith (Chairman), Cllr M J Jones, Cllr R K McLintock, Cllr C P Smith.

Attendance online: Cllr J N Wakelam, Cllr M A Whittall.

Apologies for absence approved by Council: None.

Apologies for absence received: None.

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).

The Clerk reminded all Members they may wish to declare personal but non prejudicial interest in relation to Members' remunerations and expenses pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct.

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

Agenda Number	Item	Councillor	Nature of Declaration
12.1.1	Highways Safety at Pentre	M J Jones	Personal non prejudicial interest as a resident of Pentre

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 Minutes of Previous Meetings

4.1 To approve & sign the minutes as a correct record of the remote Ordinary Business Meeting 26th April 2022 (paper 4.1 previously circulated).
The minutes of the Ordinary Business Meeting 26th April 2022 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 26th April 2022 are approved and signed as a correct record,

4.2 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 26th April 2022.
None.

5.0 Electoral Matters: to consider the criteria for declaration of 'Eligibility to use General Power of Competence' and to resolve whether to proceed with co-option or to request a re-run the elections process (paper 5 previously circulated).
Council received the Clerk's report and recommendation.

RESOLVED

CCC

- a) *Notes the Clerk's report and accepts the recommendation against leaving vacancies unfilled*
- b) *Is of the view that Council it does not wish, or is likely, to declare its eligibility to use General Power of Competence in the next 12 months and will proceed to Co-Option rather than request the Returning Officer to re-run elections.*

Action – Clerk to process

6.0 County Councillor & County Council Report: to welcome the county councillor and to receive verbal updates for information on County Council matters.

The Chairman welcomed Cty Cllr D Bebb to the meeting, congratulated him on his recent election as county councillor for Churchstoke and invited him into dialogue with CCC. Cty Cllr Bebb described at this stage he is undertaking induction and orientation into the role, meeting fellow county councillors and staff, and that he welcomes 2-way communications with the community council.

7.0 Planning & Building Control

7.1 Planning & Building Control General Correspondence:

- 7.1.1 Planning Aid Wales: to receive details of training opportunities, if any, and to resolve if desired on attendance.
Council received details of training opportunities.

- 7.1.2 Other 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. Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
None.		

- 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.

Ref.	Applicant	Site	Description	rec.
None.				

- 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.

Ref.	Applicant	Site	Description	rec.
None.				

8.0 Cemetery: to report from Member with Special Responsibility for Cemetery on condition of tree (papers 8a-c previously circulated) (Cllr B L Smith).
Cllr B L Smith, Council's Member with Special Responsibility for Cemetery reported the southwest corner tree being in a state of decay which might pose a risk to visitors/ staff/ contractors to the cemetery, and to the overhead electricity cables. The Clerk recommended enquiring the felling service of Western Power Distribution before seeking a professional tree surgeon

RESOLVED

CCC authorises the tree be felled, the Clerk first enquiring the felling service of Western Power Distribution before seeking a professional tree surgeon.

Action – Clerk to process

9.0 Recreation

9.1 Recreation Field: to consider and resolve on maintenance of the entrance road to the recreation field.

Council's attention was drawn to the potholes at the from Cae Camlad end of the entrance road to the recreation field.

RESOLVED

CCC agrees to patch the potholes along the entrance road to the recreation field, and to consider resurfacing during the next budget setting process.

Action – Clerk to process

9.2 Recreation Field: to consider and resolve whether to undertake recreation field aeration treatment 2022-23 and to seek quotations.

The Clerk reminded Council that it usually commissions aeration treatment of the recreation field and invited consideration for 2022-23.

RESOLVED

CCC agrees to undertake recreation field aeration treatment for 2022-23 and seeks quotations for the works.

Action – Clerk to process

9.3 Playground: to receive, and resolve if desired, an invitation from Powys CC to join the independent annual inspection of children's play areas organised by its Outdoor Recreation Service at £60 plus vat per site (paper 9.3 previously circulated).

Council received an invitation from Powys CC to join the annual independent inspection of children's play areas.

RESOLVED

CCC commissions the annual independent inspection by RoSPA of the children's playground, organised via Powys CC, at £60 plus VAT.

Action – Clerk to process

10.0 Reports from Representatives to Outside Bodies

10.1 Friends of the Green and Horsewell (FOTGAH): Village Green at Hyssington: to report, and resolve if desired, from CCC's representative to FOTGAH (Cllr R K McLintock).

Cllr R K McLintock, Council's nominee to FOTGAH, reported there is no decision on the application as yet at the Registration Authority (Powys CC).

10.2 Churchstoke Recreation Association (CRA): to report from CRA meeting 12th Apr'22, including its preparations for the Jubilee (Cllr C Smith).

Cllr C P Smith, Council nominee to the CRA, reported CRA's progress with arrangement for the jubilee celebrations, and information flyers will be issued in the near days. Cllr C P Smith also reported that lighting outside the community hall has been restored by CRA.

11.0 Finance and Assets

11.1 Finance Specific Correspondence:
None.

11.2 Independent Remuneration Panel for Wales (IRPW): Annual Report for Payments to Members of Community & Town Councils 2022-23: to receive the report of the IRPW, to note determinations 43, 44, 52, 53 and to resolve determinations 45-52 for the financial year 2022-23 from 9th May'22 (papers 11.2a-c previously circulated)

Council received the IRPW Annual Report 2022-23 setting out the determinations for various allowances, and expenses for approved duties. The Clerk highlighted the mandatory and discretionary elements and the opt-out arrangements.

RESOLVED

CCC receives the Independent Remuneration Panel for Wales Annual Report 2022-23, notes the mandated determinations 43, 44, 52, 53 and sets non-mandated determinations as follows:

- *Determination 45: senior role: none*
- *Determination 46: travel costs for approved duties: by claim at the set rates for duties outside the community*
- *Determination 47: overnight and subsistence for approved duties: by claim at the set rates for duties outside the community*
- *Determination 48: financial loss for attending duties: by claim at the set rates*
- *Determination 49: attendance allowance: for approved duties to a maximum of £30 set out in a separate scheme*
- *Determination 50: payment to Civic Head (Chair): £100*
- *Determination 51: payment to Deputy Civic Head (Vice-Chair): none*

unless any individual Member chooses to forgo part or all of the entitlement to any of these payments by giving notice in writing to the proper officer of the council.

Action – Clerk to process

11.3 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 Apr'22	0.97
Powys CC	1 st instalment precept 2022-23	9,677.44
Total		9,678.41

11.4 To report issue of replacement cheque by the Clerk to the Council.

The Clerk reported cancellation of previous cheque payment and issue of replacement for corrected net value.

RESOLVED

CCC notes the issue of replacement cheque as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1458	E J Humphreys	Clerk net salary Apr'22	As employment contract		

11.5 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
1460	Powys CC	Recreation field bin 1 st Jan to 31 st Mar'22	41.23	0.00	41.23
1461	Jamie Jones	Recreation field Verti-draining pitch area x2	400.00	0.00	400.00
1462	Groundforce Landscape Ltd	Grounds Maintenance Contract April 2022	816.14	163.23	979.37
1463	Gloversure Ltd	Website editor support	104.00	80.00	124.80
1464	Churchstoke Rec. Assoc	Room hire Feb, Mar, Apr'22	67.20	0.00	67.20
1465	BHIB Ltd	Insurance 2022-23	237.07	0.00	237.07
<i>Total for authorisation this meeting</i>			1,665.64	243.23	1,849.67

To report items previously authorised

1466	E J Humphreys	Clerk net salary May'22	As employment contract		
------	---------------	-------------------------	------------------------	--	--

Action – Clerk to process

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

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	19,796.95
Less consolidated ring-fenced funds	0.00	6,005.78
Net balances available	1,000.00	13,791.17

12.0 Highways & Rights of Way

12.1 Highways & Rights of Way Specific Correspondence:

- 12.1.1 A Member of the Public: Highways Safety at Pentre: to receive correspondence from a member of the public, and to resolve what

action, if any, the Council may wish to take (paper 12.1.1 previously circulated).

Declarations of Members' Interests:

- Cllr M J Jones declared a personal non prejudicial interest as a resident of Pentre.

Council received correspondence from a member of the public regarding highways safety at Pentre and copy of their correspondence to/from professional highways officers at the highways authority.

RESOLVED

CCC notes the concerns of a member of the public regarding highways safety at Pentre and refers to, and asks for intervention of, the county councillor to seek professional advice and appropriate action.

Action – Clerk to process

- 12.1.2 To receive for information such other items of highways/ rights of way correspondence as will be brought be brought to the attention of the council by the Clerk

- 12.2 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) B4385 Mellington, to the west of RVW Pugh: ruts developing on the south carriageway.*

Action – Clerk to process

13.0 Correspondence

- 13.1 One Voice Wales/ Society of Local Council Clerks

- 13.1.1 OVW: Training May'22: to receive information regarding free training and the training schedule and to resolve if desired on attendance as approved duty (papers 13.1.1a-b previously circulated). Council received details of remote training for May'22. The Clerk asked Members to inform him if they wish to attend.

Action – Members to notify & Clerk to process

- 13.1.2 For Circulation: 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 correspondence, 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

13.2 General Correspondence:

13.2.1 Powys CC: Community Sub-Committee of the Powys Standards Committee: to receive information and to resolve invitation to nominate for election, if desired, a Town or Community Councillor from Montgomeryshire to the sub-committee (papers 13.2.1a-c previously circulated).

Council received information and invitation to nominate for election, if desired, a Town or Community Councillor from Montgomeryshire to the sub-committee.

RESOLVED

CCC does not wish to nominate a Town or Community Councillor from Montgomeryshire to the sub-committee.

13.2.2 For Circulation: to receive and circulate for information such other items of general correspondence as will be brought to the attention of the council by the Clerk.

The Clerk reported 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

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 and Members.

a) Clerk: reminded Members the closing date for applications is 31st May'22 and the Green Grants Committee will be convened in June or July.

14.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
None.

14.3 Date of next meetings: Ordinary Business Meeting Thu 30th Jun'22, at 7.30pm, provided the hall is available.

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 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.






















15.2 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.
























None.

Meeting ended – 9.28pm.

Appendix 1: One Voice Wales/SLCC correspondence circulated post meeting

-  01a - OVW - MAY TRAINING DATES - 130522.pdf
-  01b - OVW - FREE TRAINING PLACES FOR COUNCILLORS FOR 2022-2023 - 100522.pdf
-  02 - OVW - For your information - from Plantlife Cymru - 110522.pdf
-  03 - OVW - Call out for good practice examples in response to global warming climate change - 130522.pdf
-  04 - OVW - FREE garden packs from Local Places for Nature - 160522.pdf
-  05a - OVW - Hwb Natur - Pethau Bychain - Nature hub - 170522.pdf
-  05b - OVW - pethau bychain poster 2022-2023.pdf
-  06 - WGov - Celebrating Rural Wales Event 9th & 10th June 2022 - 250422.pdf
-  07 - WGov - Age Friendly Wales an update on Strategy for Ageing Society - April 2022 - 280422.pdf
-  08a - WGov - Climate Change Newsletter May'22 - 100522.pdf
-  08b - WGov - Climate Change Newsletter - May 2022 - PDF.pdf
-  09 - WGov - Future Wales national plan 2040 Newsletter Issue 019 - May'22 - 110522.pdf
-  10 - WGov - Celebrating Rural Wales Event 9th & 10th June 2022 - 120522.pdf
-  11a - OPCW - Age Friendly Communities in Partnership Webinar 29-06-22 - 180522.pdf
-  11b - OPCW - AFC Webinar (eng).png
-  11c - OPCW - 2022-06-29 - AFC Webinar - promotion page (eng).pdf
-  12 - Keep Wales Tidy - Applications open for new packages - 100522.pdf
-  13 - KWT - Local Places for Nature - 2022 Applications - 040522.pdf
-  14 - Ystadau Cymru - Welsh Public Sector Asbestos Management Assurance Process Questionnaire - 280422.pdf
-  15 - Ystadau Cymru - Welsh Public Sector Asbestos Management Assurance Process Questionnaire - 120522.pdf
-  16 - Ramblers Cymru - Spring into action to give nature a boost - 270422.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - News from Russell George MS - 030522.pdf
-  02 - Churchstoke Church - Queen's Jubilee Festival in Churchstoke (1) - 190522.pdf
-  03a - SpArC - A BUSY WEEK - 270422.pdf
-  03b - SpArC - LOVE OUR SpArC THEATRE - 020522.pdf
-  04 - Wales Co-Op Centre - Announcing new name for Wales Co-operative Centre - 260422.pdf
-  05 - PAVO - Community Connector Newtown & Montgomery Areas - 270422.pdf
-  06 - PAVO - NEW DATE Welshpool, Montgomery & Llanfair Caereinion Network Meeting - 050522.pdf
-  07a - PAVO - Vacancy - 130522.pdf
-  07b - PAVO - Vacancy detail - 130522.pdf
-  08a - PAVO - Comic Relief Community Fund in Wales - 160522.pdf
-  08b - PAVO - Cronfa Gymunedol Comic Relief yng Nghymru Comic Relief Community Fund in Wales (1) (3).png
-  08c - PAVO - Comic Relief Fund (4).pdf
-  09a - PTHB - Powys Digital Fellow Advert - 160522.pdf
-  09b - PTHB - Digital-Care-fellow-Ad - English.jpg
-  09c - PTHB - Digital-Care-fellow-Ad-landscape - English.jpg
-  10 - Powys CC - Land of the Dragon by Puppetsoup touring from 27 Jun to 8 Jul'22 - 110522.pdf
-  11a - Powys CHC - Notice of Powys CHC Executive Cttee Mtg 10th May - 040522.pdf
-  11b - Powys CHC - Executive Committee Agenda 10.05.22.pdf
-  12a - Powys CHC - Notice of Powys CHC SPC Meeting 17th May'22 - 100522.pdf
-  12b - Powys CHC - SPC Agenda 17.05.22.pdf
-  13 - Play Wales - Play Satisfaction Survey A guide to using it locally - 110522.pdf
-  14 - FoDS - Dolau School Welsh Three Peaks Challenge open invitation to walk with us at Pen Y Fan - 090522.pdf
-  15 - British Dyslexia Soc - contact digital (2) - 290422.pdf