



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

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

Clerc i'r Cyngor | Clerk to the Council: E J Humphreys MA Oxf, CiLCA, FSLCC

**MINUTES of FULL COUNCIL ORDINARY BUSINESS MEETING
on Tuesday 18th December 2018, 7.30pm
at Churchstoke Community Hall.**

1.0 Attendance, Apologies for Absence, Dispensations, and Declarations of

Members' Interests: to record attendance, to receive and resolve if desired on apologies for absence, 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 (papers 1a-b previously circulated).

Attendance: Cllr D L Powell (Chairman), Cllr G Jameson, Cllr G Frost, Cllr M J Jones, Cllr J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith (Vice-Chairman), Cllr C P Smith, Cllr J N Wakelam.

Apologies for absence approved by Council: None.

Other apologies for absence reported to meeting: None.

Other Members not present: D N Yapp.

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

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

Agenda Number	Item	Councillor	Nature of Declaration
11.1	Abermule with Llandyssil Community Council	M J Jones	Personal and prejudicial interest as a member of Powys CC Planning Committee

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

3.1 To approve & sign the minutes the minutes as a correct record of Full Council Ordinary Business Meeting 27th November 2018 at Churchstoke Community Hall (paper 3.1 previously circulated).

The minutes of the Full Council Ordinary Business Meeting 27th November 2018 at Churchstoke Community Hall were reviewed.

RESOLVED:

The minutes of the Full Council Ordinary Business Meeting 27th November 2018 at Churchstoke Community Hall are approved and signed as a correct record.

3.2 Matters Arising from Minutes for Information: to report matters arising for information from the minutes of Full Council Ordinary Business Meeting 30th October 2018 at Churchstoke Community Hall.

3.2.1 (12.1a) Churchstoke Recreation Association

The Clerk reported that the council has been passed a copy of the Charity Commission Scheme of Registration for the Community Hall specifying CCC as custodian trustee, but so far there appears to be no evidence of a similar arrangement with the Tennis Club land.

RESOLVED:

CCC asks the Clerk to circulate the Charity Commission Scheme of Registration for the Community Hall to all councillors

Action – Clerk to process

4.0 Governance: Electoral Matters Hyssington Ward

4.1 Electoral Matters: Hyssington Ward: further to the elections 4th May 2017 and the Declaration of Intent to Co-Opt dated 8th May'17, to receive nominations and to co-opt to fill the 1 remaining vacancy on the council for Hyssington Ward.

The Chairman reminded Members of the two remaining vacancies in Hyssington Ward following elections on 4th May 2017, and of publication of intent to co-opt. The Clerk reported no expressions of interest have been received.

Action – Members to seek

5.0 Planning Matters

5.1 Planning Specific Correspondence: to receive, for information, planning specific correspondence (inc paper 5.1 previously circulated).

- a) Powys CC Planning Office: copy of internal memo from Cabinet Portfolio Holder for Regeneration & Planning to Powys CC Council informing that it no longer has resources to redact and publish third party letters of objection or support to planning applications on the Powys CC website, though it will continue to publish responses from consultees.

RESOLVED:

CCC protests the decision of the Powys CC Planning Office to cease redacting and publishing third party letters of objection or support to planning applications on the Powys CC website. CCC considers this to be a retrograde step, especially in view of the general movement of local government towards grassroots engagement and local community democracy.

Action – Clerk to process

5.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in the community council area (paper 5.2 previously circulated).

Ref.	Site	Powys CC Decision
P/2017/1283	Barn at Coed Farm, Coed Lane	Approve
18/0059/FUL	St Nicholas Church, Churchstoke	Approve
18/0711/FUL	The Broads, Churchstoke	Approve

5.3 Planning Inspectorate Appeals: Notice(s) of Appeal: to receive & resolve responses to Notices of Planning Appeal including but not limited to those listed below. Later Notices will be considered at the discretion of the Chair.

Ref.	Appellant	Site	Description
None.			

5.4 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 will be considered at the discretion of the Chair.

Ref.	Applicant	Site	Description	rec.
None.				

5.5 Planning Applications: 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 will be considered at the discretion of the Chair.

Ref.	Applicant	Site	Description	rec.
None.				

5.6 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 will be considered at the discretion of the Chair.

Ref.	Applicant	Site	Description	rec.
None.				

5.7 Planning Enforcement:

5.7.1 From Powys CC to CCC: to report for information, planning enforcement matters within the community (if any).

Ref./ Site	Description
None.	

5.7.2 From CCC to Powys CC: to report for information, planning enforcement matters within the community.

The Chairman invited Members to bring forward planning enforcement matters.

RESOLVED:

CCC reports matters for the attention of Powys CC planning enforcement officers as follows:

Ref./ Site	Description
Adj The View, Churchstoke	<i>Large building extension to a shed within 400m of a number of dwellings which does not have planning permission. CCC asks the planning office to ascertain whether it requires planning permission, and if so to take enforcement action.</i>

Action – Clerk to process

6.0 One Voice Wales/ Society of Local Council Clerks, Guidance Notes: to receive reports of AGM/ conference/ area meetings/ guidance notes/ training/ correspondence.

6.1 OVW: Training: to receive information regarding training opportunities and the councillor training schedule for Jan-Mar'19 (papers 6.1a-c previously circulated). Council received the and the councillor training schedule for Jan-Mar'19 together with outline of each course. The Clerk reminded Members of the value of the courses and recommended that councillor undertake a core set of training as a minimum to help them fulfil duties of elected office and the meet the council's legal responsibilities. Noted. Cllr G Frost asked to be booked on Code of Conduct training 13th February.

Action – Clerk to process

6.2 Welsh Government: Use of Welsh Language Survey (closing 31st Jan'19): to receive and resolve a response to the survey, or to delegate the response to the Clerk with reference to nominated Members (papers 6.2a-b previously circulated).

Council received notice and survey of the Welsh Government's survey into the Use of the Welsh Language to help develop a package of resources for community & town councils.

RESOLVED:

CCC does not wish to respond to the Use of Welsh Language Survey.

6.3 SLCC: Practitioners' Conference: to authorise attendance by the Clerk at the Practitioners' Conference, part funded by the training bursary, by way of training, continuous professional development, and keeping up to date with sector issues & good practice (paper 6.3a-b previously circulated).

The Clerk reported the notice and agenda of training workshops at the 13th Practitioner Conference 14th and 15th Feb'19 at Kenilworth at 'early-bird' prices of £299 less £100 bursary.

RESOLVED

CCC authorises attendance by the Clerk at the 2019 Practitioners' Conference, part funded by the training bursary, by way of training, continuous professional development, and keeping up to date with sector issues & good practice.

Action – Clerk to process

6.4 SLCC: National Salary Agreement 2019: to receive & note the National Joint Council for Local Government Services (NJC) scales for payment of Clerks 2019 (paper 6.4 previously circulated).

Council received notice and schedule of the National Joint Council for Local Government Services (NJC) scales for payment of Clerks 2019. Noted.

6.5 Other OVW/SLCC Correspondence: to receive and circulate for information other correspondence received from/via OVW/SLCC as will be brought to the attention of the council by the Clerk.

The Clerk reported other 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 circulate documents post-meeting

7.0 Recreation

7.1 Notice Board at Cross Likey: following damage to the notice board at Cross Likey and in consideration of 6 other notice boards in the community to consider, and resolve if desired, whether the community council will provide a replacement at Cross Likey.

The Chairman reminded Members of the damage to the notice board at Cross Likely and invited Council to consider whether a replacement is necessary.

RESOLVED:

In view of the number and proximity of other notice boards in the community and the provision of the council website, CCC will not incur cost or commission a replacement of a notice board at Cross Likely.

7.2 Grounds Maintenance Contract 2019: to note the expiry of the current contract on 31st Mar'19 and to request the Members with Special Responsibility for Allotments and Recreating to bring forward a recommended new specification for approval and issue to tender in February.

The Chairman reminded Members that the current grounds maintenance contract expires on 31st Mar'19 and invited Council to request the Members with Special Responsibility for Allotments and Recreation to bring forward a recommended new specification for approval and issue to tender in February.

RESOLVED:

CCC accepts the existing grounds maintenance specification without amendment for tenders and decision in February 2019.

Action – Clerk to process

7.3 Field Allotments at Old Churchstoke: to note that the tenancies on the four one-acre allotments at Old Churchstoke end on 31st Mar'19 and to authorise continuation of current practice and the Clerk to issue invitations to tender on existing terms (paper 7.3 previously circulated).

The Chairman reminded Members that the current fixed term farm business tenancies on the four allotments at Old Churchstoke expire on 31st Mar'19 and invited Council to resolve on alternative use(s) of the land or to authorise continuation of current practice and instruct the Clerk to issue invitations to tender on existing terms in February.

RESOLVED:

CCC accepts the existing practice and terms for fixed term tenancy agreement on the allotments at Old Churchstoke, with the removal of Schedule 7 (Milk Quota) and amendment of Schedule 8 (IACS to Single Farm Payments), for tenders and decision in February 2019.

Action – Clerk to process

7.4 Village Green at Hyssington: to consider, and resolve if desired, a Memorandum of Agreement between CCC and the Friends of the Green at Hyssington (FOTGAH) for governance of the project for the Registration of the Village Green at Hyssington (paper 7.4 previously circulated).

The Chairman reminded Members of the work by CCC and by FOTGAH towards registration of the village green at Hyssington through registration of land and then voluntary registration as village green, and referred Members to the draft Memorandum of Agreement. The Clerk advised on clarifying amendments.

RESOLVED:

CCC thanks FOTAGH for the draft memorandum and authorises the Clerk to forward recommended amendments to FOTGAH for consideration via Cllr R K McLintock.

Action – Clerk to process

8.0 Finance

8.1 Finance Specific Correspondence: to receive finance specific correspondence for information (if any).

None.

8.2 Financial Year 2019-20: to receive, and resolve if desired, on the budget panel 2nd draft budget (paper 8.2a-c previously circulated).

Council received the budget panel's 2nd draft budget and plan for 2018-19. The Clerk reminded Members that the council must resolve the budget by end of January to meet the billing deadline at Powys CC.

RESOLVED:

CCC authorises the purchase from capital expenditure of two remembrance 'Soldier Silhouette' benches for Churchstoke and Hyssington from Ogilvie Engineering in the current year 2018-19. CCC removes Village Gateways from draft budget capital expenditure for 2019-20.

Action – for Jan agenda

8.3 Items Received Since Last Meeting: to report.

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

Payer	Description	£
NatWest Bank	Gross Interest Nov'18	5.89
Total		5.89

8.4 Items for Payment: To resolve to approve items for payment as follows:

RESOLVED:

CCC authorises payments as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1169	Greenfingers Landscape Ltd	Grounds maintenance Nov'18 (inv 36355)	337.50	67.50	405.00
1170	HM Revenue & Customs	PAYE Q3 2018-19 Sep-Dec	0.20	0.00	0.20
<i>Sub-total for payment this meeting</i>			337.70	67.50	405.20
1171	E J Humphreys	Clerk net salary Dec'18	<i>Confidential employment sum</i>		

To report items previously authorised to be paid by direct debit:

DD	Public Works Loans Board	Playground loan 504503 instalment #6	1,525.19	0.00	1,525.19

Action – Clerk to process

8.5 Financial Balances: to report consolidated balances 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	1,000.00	32,401.01
Less consolidated ring-fenced funds	0.00	10,099.31
Net balances available	1,000.00	22,301.70

9.0 Highways & Rights of Way

9.1 Welsh Local Government Association Survey of Unadopted roads in Wales: to consider, and resolve if desired, regarding Gorsty Lane, Hyssington (paper 9.1a-b previously circulated) (Cllr G Frost).

The Clerk referred Members of the survey conducted in October by WLGA regarding the extent of unadopted roads in Wales. Cllr G Frost informed Council of criteria for adoption (e.g. good road surface and evidence of benefit to the public at large) with an example of the road towards Barns Lane. Noted. The Chairman thanked Cllr G Frost for the information.

9.2 From Powys CC/ Shropshire Council to CCC: to report for information general maintenance matters. (paper 9.2a-b previously circulated).

The Clerk reported correspondence from Powys CC/ Shropshire Council as follows:

- a) A489 near Broadway House: deteriorating surface, rising and pitted. Powys CC replies that the potholes will be filled as soon as possible
- b) C2193 between Against All Odds and the old Methodist Chapel: overgrown hedge on the highway adjacent to a junction obstructive visibility causing vehicles to steer into path of oncoming traffic. Powys CC replies that the supervisor will address hedge issues
- c) A489 Churchstoke, adj Churchstoke Hall: overhanging hedge and vegetation onto the pedestrian pavement, obstructing pedestrian especially when in leaf. Powys CC replies that the supervisor will address hedge issues.

9.3 From CCC to Powys CC/ Shropshire Council: to report, and resolve if desired, general maintenance matters.

The Chairman invited Members to bring forward general maintenance matters to bring to the attention of the highways and rights of way authorities.

RESOLVED:

CCC reports matters for the attention of Powys CC highways officer as follows:

- a) *C2056 Cefn Bank, Hyssington: all drains appear to be blocked resulting in further deterioration with potholes in excess of six inches deep*
- b) *A489 near Broadway House: recently repaired surface showing signs of deterioration*
- c) *C2193 Todleth Hill: excessive mud on the highway from the entrance from Plas-y-Du/Bryn Cadno to The Bryn causing danger to motorists which may need some enforcement measures in the interests of public safety.*

Action – Clerk to process

10.0 County Councillor & County Council Report: to receive a report, for information, from the county councillor & to discuss general Powys CC/ Shropshire Council matters.

a) Powys CC: Cllr M J Jones reported:

- Further work on the budget preparations for 2019-20 which is likely to result in cuts in service budgets (except for social services), likelihood of redundancies and a reduction in management
- Removal of green waste collection banks because of contamination by non-green material.

b) Shropshire Council: no report.

11.0 Correspondence

11.1 Abermule with Llandyssil Community Council: Bulk Recycling Development: to receive, and resolve if desired, correspondence from Abermule with Llandyssil Community Council requesting support of community councils against the proposed bulk recycling development at Abermule by calling on Powys CC to listen to the voice of Community Councils – reference Minutes 27th Nov'18 item 11.1 (paper 11.1a-b previously circulated).

Declarations of Members Interests:

- Cllr M J Jones declared a personal and prejudicial interest and left the meeting for this item.

The Chairman reminded Members of the request from Abermule with Llandyssil Community Council asking for support by calling on Powys CC to listen to the voice of Community Councils and that CCC has sought clarification of purpose and template text. CCC received and considered same.

RESOLVED:

CCC thanks Abermule with Llandyssil Community Council for clarification that it seeks support on specific waste recycling matters rather than general issues, but whilst being sympathetic to the concerns it does not wish to be drawn into matters specific to Abermule.

Action – Clerk to process

11.2 BTS Group on behalf of Western Power: Tree Pruning Churchstoke: to receive an enquiry and to endorse the Clerk's reply (paper 11.2a-b previously circulated).

The Chairman referred Members to the enquiry from BTS Group on behalf of Western Power re Tree Pruning at Belle Vue, and invited Council to endorse the Clerk's reply.

RESOLVED:

CCC notes the enquiry by BTS Group on behalf of Western Power regarding Tree Pruning at Belle Vue and endorses the Clerk's reply following enquiries to Members.

11.3 Welsh Government Cabinet Secretary for Local Government and Public Services: Written Statement: to receive a written statement to the National

Assembly on the Future Role of the Community and Town Council Sector in Wales (paper 11.3 previously circulated).

The Chairman reminded Members of the Welsh Government twelve-month Review of Community and Town Councils and the report published by the Independent Review Panel in October and referred Members to the Written Cabinet Statement 30th Nov'18 by Alun Davies, AM, then Cabinet Secretary for Local Government and Public Services. The Clerk reminded Members that the Review and Statement may have significant long-term consequences for the sector. Noted.

- 11.4 Other General Correspondence: to receive and circulate for information general correspondence as will 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 circulate documents post-meeting

12.0 Chairman's Announcements, Items for Future Agenda & Date of Next Meeting

- 12.1 Chairman's Announcements: to receive announcements from Chairman and Members for information.

a) Chairman: wished all Members and residents within the community council area "A HAPPY CHRISTMAS AND A PROSPEROUS NEW YEAR" and invited Members to remain after the meeting for seasonal refreshments.

- 12.2 Items for Future Agenda: to bring forward items for consideration for future agenda.
None.

- 12.3 Next meeting: Full Council Ordinary Business Meeting Tue 22nd Jan'19, 7.30pm at Churchstoke.

13.0 Confidential Session Exclusion of Public and Press

- 13.1 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:



















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 [specified] confidential nature of the business about to be transacted.

- 13.2 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 – 9:12pm.

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

-  01a - OVW - JAN-MAR'19 TRAINING SESSIONS MID - 071218.pdf
-  01b - OVW - JAN-MAR'19 TRAINING SESSIONS NORTH - 061218.pdf
-  01c - Overview Modules Jan 2018 ENG.pdf
-  01d - OVW - Training CHAIRING SKILLS TRAINING, HOWEY, WED 12TH DEC'18 - 301118.pdf
-  02a - WGov - Use of Welsh Language Survey - email 041218.pdf
-  02b - WGov - Use of Welsh Language Survey.pdf
-  03a - SLCC - Practitioners Conference 2019 webpage flyer.pdf
-  03b - SLCC - Practitioners' Conference Programme Final.pdf
-  04 - SLCC - 2019 Salary Award - 071218.pdf
-  05 - OVW - December 2018 News Bulletin - 271118.pdf
-  07 - OVW - First Minister's new Cabinet announced - 141218.pdf
-  08 - OVW - Merry Christmas from One Voice Wales - 141218.pdf
-  09a - WAO - PRESS RELEASE Local Government needs to do more to develop a strong data culture - 061218.pdf
-  09b - Maturity-of-Local-Government-in-Use-of-Data-ENGLISH.pdf
-  10 - MWT - Powys LWS project - 051218.pdf
-  11 - CTA - Connecting Communities in Wales Newsletter Dec 18 - 111218.pdf
-  12a - CVIHSC - Social Value Toolkit - 181218.pdf
-  12b - Maximising-Social-Value-Toolkit.pdf

Appendix 2: Other general correspondence received circulated post meeting

-  01a - Abermule with Llandyssil Letter to Clerks - 161118.pdf
-  01b - Abermule with Llandyssil CC - words - 021218.pdf
-  02a - Tree Pruning Churchstoke on behalf of Western Power - 271118.pdf
-  02b - Tree Pruning Churchstoke on behalf of Western Power - 071218 reply.pdf
-  03 - WGov - Future Role of the Community & Town Council Sector in Wales Statement - 301118.pdf
-  04 - Powys CC - Health Active & Outdoors Project - 031118.pdf
-  05 - Powys CC - Kerbside Garden Waste Collection Service - 031118.pdf
-  06a - Powys CC - Play Sufficiency in Powys - cover email 101218.pdf
-  06b - Powys CC - Play Sufficiency in Powys Survey.pdf
-  06c - Powys CC - Play Survey App2_PSA 16 Summary Report.pdf
-  07 - Play Wales - Sourcing materials for children's play new info sheet - 111218.pdf
-  07 - Powys CC - PUBLICATION OF THE REGISTER OF ELECTORS - 051218.pdf
-  08a - MWWFRS - GDPR - 131218.pdf
-  08b - MWWFRS - Bilingual GDPR Form.pdf
-  09a - PTHB - OOH Bulletin November 2018 - 281118.pdf
-  09b - PTHB - 1811-1110ohStakeholderBulletin-issue08-CYEN.pdf
-  10a - MWWFRS - Draft Corporate Plan 2019-2024 - email 031218.pdf
-  10b - MWWFRS - Draft Corporate Plan 2019-2024 webpage.pdf
-  10c - MWWFRS - Corporate_Plan_2019_2024.pdf
-  10d - MWWFRS - Strategic Aims.pdf
-  10e - MWWFRS - Strategic Aims Survey.pdf
-  11 - Powys CHC - Meeting 4th Dec'18 poster Full Council - 281118.pdf
-  12 - SpArC - HELP - 041218.pdf
-  13a - Play Wales - Celebrating the right to play new magazine - 291118.pdf
-  13b - Play Wales - e-bulletin December 2018 - 061218.pdf
-  13c - Play Wales - Play Wales events 2019 - 131218.pdf
-  13d - Play Wales - publications 2018 - 181218.pdf