



**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 Tuesday 19<sup>th</sup> January 2021 at 7.30pm**  
held remotely on Zoom-Pro platform.

- 1.0 Welcome, Attendance, Remote Meeting Etiquette and Apologies for Absence:** to record attendance, to recap on the remote meeting etiquette, to receive and resolve if desired to approve absence(s) (paper 1 previously circulated).

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

In the absence of the Chairman at the start of the meeting, the Vice-Chairman took the Chair.

The Vice-Chairman welcomed Councillors and Clerk to the council's remote live-streamed ordinary business meeting and reminded Members of the remote meeting etiquette.

Apologies for absence approved by Council: G Jameson (approved 22<sup>nd</sup> Dec'20).

Apologies for absence received: Cllr A Richards, Cllr J N Wakelam.

Other Members Absent: None.

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
5.5	Planning Applications	M J Jones	Personal & prejudicial interest as a member of Powys CC Planning, Taxi Licensing &

**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 to the Council no later than 15 minutes prior to the start of the meeting.

None.

#### 4.0 Minutes of Previous Meetings

4.1 To approve & sign the minutes as a correct record of the remote Ordinary Business Meeting 22<sup>nd</sup> December 2020 (paper 4.1 previously circulated). The minutes of the remote Ordinary Business Meeting 22<sup>nd</sup> December 2020 were reviewed.

#### RESOLVED

*The minutes of the remote Ordinary Business Meeting 22<sup>nd</sup> December 2020 are approved and signed as a correct record with one amendment as follows:*

- (5.7.1) *Planning Enforcement: Members were reminded of CCC's decision, 27<sup>th</sup> Oct'20, to lodge a complaint with Pubic Services Ombudsman for Wales.*

The Chairman, Cllr B L Smith, joined the meeting at this point, and took the Chair.

Cllr C P Smith joined the meeting at this point.

4.2 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 22<sup>nd</sup> December 2020.

None.

#### 5.0 Planning & Building Control

5.1 Planning & Building Control Specific Correspondence:

5.1.1 Planning Aid Wales: to receive and resolve attendance if desired at the Network Event 8<sup>th</sup> Feb'21 and at other training sessions (papers 5.1.1a-c previously circulated).

Council received details of the Planning Aid Wales network event 'Local Decision Making and Pre-determination in the Planning Process', Mon 8<sup>th</sup> Feb'21, 10am to 1pm, £30pp, and notice of other training. The Clerk asked Members to inform him if they wished to attend.

5.1.2 Other planning specific correspondence: to receive and circulate for information such correspondence, if any, as will be brought to the attention of the council by the Clerk.

None.

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

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
20/1663/HH	Trydar Barn, Churchstoke	Consent
10/1592/RES	Land at The Firs, 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 may 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 may 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 may be considered at the discretion of the Chair.

Declarations of Members' Interests:

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

The Chairman referred Members to the consultations.

**RESOLVED**

*CCC responds to consultations on planning applications as follows:*

Ref.	Applicant	Site	Description	rec.
20/2079/OUT	Meddins, J Meddins & Co, Lynwood, Churchstoke	Lynwood, Churchstoke	Outline application for erection of rural enterprise dwelling, garage and all associated works	S
21/0020/HH	Mr Glyn Reed, Yr Hen Ysgol, Hyssington	Fir Cones, Hyssington	Installation of a roof-light and new windows	S

Action – Clerk to process

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 may be considered at the discretion of the Chair.

Ref.	Applicant	Site	Description	rec.
None.				

5.7 Planning Enforcement:

5.7.1 From other bodies to CCC: to report for information, planning enforcement matters within the community (papers 5.7.1a-b previously circulated).

Council received acknowledgement from Powys CC of CCC's reports as follows:

- a) BOC/21/0002 Rear of Courthouse Inn: a shed erected on one of the extended decks
- b) OPDE/21/0001 Pleasant View, Pentre: the status of enforcement action regarding refusal of application 20/0614/FUL.

5.7.2 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. None.

## 6.0 Recreation

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

Cllr R K McLintock reported FOTGAH hopes to complete the collection of evidence of recreational use at the of January ready for submission to the registration authority in February.

6.2 Children's Playground: to receive the annual playground RoSPA standard inspection report 2020, and to resolve to authorise the Clerk to commission items of maintenance accordingly (paper 6.2 previously circulated).

Council received the report of the playground inspection (undertaken 12<sup>th</sup> Nov'20) showing all equipment risks score as low as possible, and one remedial paintwork task.

RESOLVED

*CCC commissions undertaking of the remedial paintwork task.*

Action – Clerk to process

6.3 Field Allotments at Old Churchstoke: to note that the tenancies on the four one-acre allotments at Old Churchstoke end on 31<sup>st</sup> Mar'21 and to authorise continuation of current practice, and the Clerk to issue invitations to tender on existing terms (paper 6.3 previously circulated).

The Chairman reminded Members that the current fixed term farm business tenancies on the four allotments at Old Churchstoke expire on 31<sup>st</sup> Mar'21 and invited Council to resolve on continuation of current practice and instruct the Clerk to issue invitations to tender.

RESOLVED:

*CCC accepts the existing practice for fixed term tenancy agreements, extending the fixed term from 2 years to 5 years in the interests of good land husbandry (with a break clause at 2 years), on the allotments at Old Churchstoke for tenders and decision in Feb'2021.*

Action – Clerk to process

## 7.0 Finance and Assets

7.1 Finance Specific Correspondence:

7.1.1 Wales Audit: to receive and circulate a survey to councillors on the future of Welsh towns 'Your Town, Your Future' (paper 7.1.1 previously circulated).

Council received the survey, closing 31<sup>st</sup> Jan'21, to community leaders asking,

- What makes your local town centre successful?
- Current/Past approaches to regeneration of your local town centre
- What are the big challenges facing your local town centre?
- What needs to be prioritised for the regeneration of your local town centre in the future?

The Chairman encouraged Members to respond individually.

7.1.2 Other Finance Correspondence: to receive and circulate for information such correspondence, if any, as will be brought to the attention of the council by the Clerk.

- a) Wales Audit: press release "NHS bodies maintain good governance during the COVID-19 crisis" regarding its report focussing on how NHS bodies in Wales have governed during the COVID-19 crisis  
Action – Clerk to circulate document

7.2 Ring Fenced Reserves: to review and resolve regarding the current ring fenced funds allocations (paper 7.2 previously circulated).  
The Chairman referred Members to the Clerk's review report and recommendations regarding ring fenced reserves.

RESOLVED

*CCC accepts the recommendations and releases certain ring fenced funds as outlined in the Clerk's review report.*

Action – Clerk to process

The Chairman thanked the Clerk for the review report and recommendations

7.3 Financial Year 2021-22: to receive, and resolve if desired, on an appeal for financial assistance from Urdd Gobaith Cymru (paper 7.3a-c previously circulated).  
Council received an appeal for financial assistance from Urdd Gobaith Cymru for eisteddfodau 2022/23/24.

RESOLVED:

*CCC does not wish to add a provisional grant allocation to Urdd Gobaith Cymru to the budget for 2021-22.*

7.4 Financial Year 2021-22: Budget Preparation: to receive the budget panel's 3<sup>rd</sup> draft budget & to resolve the revenue budget, capital programme, and precept for 2021-22 (papers 7.4a-c previously circulated).  
Council received the final draft 2021-22 budget, and the Clerk reminded Members that the final precept request must be submitted to Powys CC by 22<sup>nd</sup> Jan'21.

RESOLVED:

*CCC sets a precept for 2021-2022 to the value of £25,334.43 (calculating as £28.94 per Band D property).*

Action – Clerk to process

The Chairman thanked the Budget Panel and the Clerk for the preparation and presentations of the draft budget.

#### 7.5 Items Received Since Last Meeting: to report

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

Payer	Description	£
M&G Investments	Charibond dividend Aug-Oct'20	0.90
NatWest Bank	Gross interest Dec'20	0.14
Powys CC	3 <sup>rd</sup> instalment precept 2020-21	7,917.00
ME & A Hughes	Memorial fees (plots 467 & 167)	380.00
Total		8,298.04

#### 7.6 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
1323	Churchstoke Bowling Club	Allotments water 11 <sup>th</sup> Mar-22 <sup>nd</sup> Sep'20	47.70	0.00	47.70
1324	Churchstoke CP School	Grant for defibrillator case	355.00	0.00	355.00
1325	Audit Wales	Audit fee 2019-20 accs	262.25	0.00	262.25
1326	E J Humphreys	Zoom Pro Jan'20	11.99	2.40	14.39
1332	SLCC Enterprises Ltd	Virtual Practitioners' Conf. 23 <sup>rd</sup> to 25 <sup>th</sup> Feb'21	37.50	7.50	45.00
<i>Total for authorisation this meeting</i>			714.44	9.90	724.34

*To report and authorise payments mandated by IRPW*

1328	Cllr J Boundy	Allow'ce 2020-21 Apr-Sep	£75.21 less income tax		
1329	Cllr G Frost	Allow'ce 2020-21 Apr-Sep	£75.21 less income tax		
1330	Cllr R K McLintock	Allow'ce 2020-21 Apr-Sep	£75.21 less income tax		

*To report items previously authorised*

1331	E J Humphreys	Clerk net salary Jan'21	As employment contract		
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Action – Clerk to process

#### 7.7 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	21,904.19
Less consolidated ring-fenced funds	0.00	8,881.66
Net balances available	1,000.00	13,022.53

### 8.0 Highways & Rights of Way

8.1 From Powys CC/ Shropshire Council to CCC: to report for information general maintenance matters.

- 8.1.1 Powys CC/ Shropshire Council: to report responses to CCC's defect reports (papers 8.1.1a-b previously circulated).  
Council received response to CCC's reports as follows
- a) U2714 Church Bank, Hyssington: deep potholes causing hazards to vehicles. Powys CC replies the pothole has been filled
  - b) A490 between Churchstoke and Chirbury above Marrington Dingle near Calcot Farm: a blocked drain on the Churchstoke side of the temporary traffic lights which in times of heavy rainfall causes considerable water flow exacerbating the erosion at the landslip. Shropshire Council replies the work will be carried out shortly.
- 8.1.2 Other reports: to receive and circulate for information other highways/ rights of way correspondence as will be brought to the attention of the council by the Clerk.  
None.

- 8.2 From CCC to Powys CC/ Shropshire Council: to report and resolve if desired, general maintenance matters, if any.  
The Chairman invited Members to bring forward highways matters for the attention of the highways authority.

#### RESOLVED

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

- a) *A490 between Churchstoke and Chirbury above Marrington Dingle: apparent frequent failure of temporary traffic lights leading to converging traffic on the single lane with increased risk of accident.*

Action – Clerk to process

#### **9.0 County Councillor & County Council Report:**

- 9.1 To receive a verbal report, for information, from the county councillor & to discuss general Powys CC/ Shropshire Council matters
- a) Powys CC: Cllr M J Jones reported as follows:
    - Financial Year 2021-22: a better than expected increased level of Welsh Government settlement at 4%, approx. £7m, and a delay to the budget setting timetable to allow officer amended recommendations and further debate
    - Coronavirus Covid-19 Mass Vaccination Centre has opened at Maldwyn Leisure Centre, Newtown; the other centres in Powys being at Royal Welsh Showground, Llanelwydd, and at Bronllys.
  - b) Shropshire Council: no report.
- 9.2 To receive a verbal report, for information, from the Chair/Clerk on attendance at Powys CC/ Community & Town Councils Liaison Meeting 13<sup>th</sup> Jan'21.  
The Clerk reported verbally on attendance at the Powys CC/ Community & Town Councils liaison meeting held on Wed 13<sup>th</sup> Jan'21 at which topics discussed were:
- Leader's report outlining the council's Vision 2025 priorities, and achievements against them – Health & Care, Economy, Learning & Skills, Residents & Communities, Digital Programme
  - Covid-19 response on contact tracing and vaccinations

- Business Critical Services
- Financial Updates including progress against revenue budget 2020-21, projections for 2021-22, and Covid-19 Relief Schemes
- Winter Issues Update
- Confirming that there is no longer a pro-active programme of asset service transfer to community and town councils.

## **10.0 Correspondence**

### **10.1 One Voice Wales/ Society of Local Council Clerks**

10.1.1 OVW Training: to receive details of online and free training 2020-21 and schedule of training sessions for Jan'21 and to resolve, if desired, on attendance (paper 10.1.1a-b previously circulated). Council received details of remote training for Jan'21. The Clerk asked Members to inform him if they wished to attend.

10.1.2 Bruno Peek LVO OBE OPR: NHS, Social Care and Frontline Workers Day on 5<sup>th</sup> Jul'21: to receive information and resolve if desired, on participation in an appreciation for the efforts of the staff who have supported and cared for those in need during the Covid-19 pandemic (paper 10.1.2 previously circulated). Council received letter encouraging local councils, communities and others to play a leading role in NHS, Social Care and Frontline Workers Day on 5<sup>th</sup> Jul'21. Noted.

10.1.3 For Circulation: to receive and circulate for information other OVW/ SLCC items of correspondence, 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

10.2 Other General Correspondence: to receive and circulate for information other 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

## **11.0 Chairman's Announcements, Items for Future Agenda & Date of Next Meeting**

11.1 Chairman's announcements: to receive for information announcements from Chairman and Members.

- a) Chairman: reported lodging fly tipping reports online prior to Christmas which have been dealt with, and encouraged Members and members of the public to use the Powys CC online reporting facility to report such things directly.
- b) Cllr D N Yapp: reported that one aeration treatment has been undertaken to the recreation field, with one more from CCC's purchase order to follow.
- c) Cllr D N Yapp: asked to make an announcement in confidential session.



11.2 Items for future agenda: to bring forward for information items for consideration for future agenda.

None.

11.3 Date of next meeting for information: Tue 23<sup>rd</sup> Feb'21, 7.30pm, to be held remotely.

## **12.0 Confidential Session**

12.1 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.*

12.2 Chairman's announcements continued: to receive for information announcements from Chairman and Members [confidential reason: advice provided in confidence from other sources].

- a) Cllr D N Yapp with Cllr M J Jones: reported verbally on advice from the Churchstoke CP School Governing Body which is being prepared for release to the public next week.












Action – for Feb agenda

12.3 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 – 9.09pm.

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

-  01 - OVW - REMINDER Remote training sessions taking place Jan'21 - 050121.pdf
-  02a - DP Police - Another week another scam - 120121.pdf
-  02b - DP Police - Covid-19 Vaccine Scam Alert - 050121.pdf
-  03 - WGov - Postponement of local government by-elections - 040121.pdf
-  04 - WGov - Vacancy Team Band Rural Payments Wales Division X6 - 080121.pdf
-  05a - Wales Audit - Your town, your future - 050121.pdf
-  05b - Wales Audit - Your town, your future - 070121.pdf
-  05c - Audit Wales - NHS bodies maintain good governance during the COVID-19 crisis - 190121.pdf
-  06 - Bruno Peake - NHS, SOCIAL CARE & FRONTLINE WORKERS DAY 05 JUL'21 - 040121.pdf
-  07 - WLGA - Coronavirus email update 08.01.2021 - 110121.pdf
-  08 - Cynnal Cymru - Newsletter January 2021 - 110121.pdf

### Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - News from Russell George MS - 080121.pdf
-  02a - PTHB - COVID-19 Vaccination Stakeholder Bulletin 2nd Edn - 160121.pdf
-  02b - PTHB - 210115-Bwletin-BrechlynCOVID19Vaccination-Bulletin.pdf
-  03a - PTHB - Information about COVID-19 Vaccination Powys Update - 080121.pdf
-  03b - PTHB - 060121 Powys Letter to Residents bilingual.pdf
-  04 - DP Police Neighbourhood Team - Modern Day Slavery & Labour Exploitation awareness month - 120121.pdf
-  05a - Powys CHC - Third Mass Vaccination Centre set to open in Powys - 120121.pdf
-  05b - Powys CHC - End of Life Care Public Survey - 150121.pdf
-  05c-1 - Powys CHC - Notice Powys CHC Exec Cttee Mtg 12 Jan'21 - 070121.pdf
-  05c-2 - Powys CHC - Executive Committee Agenda 12.01.21.pdf
-  05d-1 - Powys CHC - Notice of SPC Meeting 19th Jan'21 - 170121.pdf
-  05d-2 - Powys CHC - SPC Agenda 19.01.21.pdf
-  06 - WLGA - Coronavirus email update 12.01.2021 - 130121.pdf
-  07 - Powys CC - Play Wales Places to play seminar - 130121.pdf
-  08a - Play Wales - Places to play seminar - 120121.pdf
-  08b - Play Wales - January's e-bulletin - 070121.pdf