



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

E J Humphreys MA Oxf, FdA 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 19th January 2023 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 D Bebb, Cllr J Jones, Cllr M J Jones, Cllr R K McLintock (Vice-Chairman), Cllr A Richards, Cllr C P Smith, Cllr J N Wakelam.

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 M A Whittall, Cllr D N Yapp.

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
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 22nd December 2022 (paper 5.1 previously circulated). The minutes of the Ordinary Business Meeting 22nd December 2022 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 22nd December 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 22nd December 2022.
- 5.2.1 (13.1.2) Society of Local Council Clerks: SLCC Practitioners' Conference
The Clerk reported the £100 training bursary has been granted and applied to the invoice to be paid.
- 5.2.2 (15.2) Clerk's Terms and Conditions of Employment (qualification)
The Clerk reported that having achieved Foundation Degree in Community Governance with distinction, he has been awarded the Blachere prize for best of those graduating with a foundation degree in Community Governance at Level 5. Members congratulated the Clerk on the double achievement.

- 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).
Cty Cllr D Bebb presented his written report on a number of county council issues. Cty Cllr D Bebb also added a supplementary report concerning an enquiry he has received from a member of the public regarding untidiness on the eastern A489 entry to Churchstoke Village.

7.0 Planning & Building Control

- 7.1 Planning & Building Control General Correspondence:
- 7.1.1 Planning Aid Wales: Latest training from Planning Aid Wales: to receive details and to resolve, if desired, on attendance as an approved duty (paper 7.1.1 previously circulated).
Council received details of training opportunities and latest news from Planning Aid Wales. The Clerk invited Members to let him know if any wished to attend the training events.

Action – Members
to inform Clerk

7.1.2 Member of the Public: to receive for information (paper 7.1.2 previously circulated).

Council received correspondence from a member of the public complementing CCC on its work representing the local community, and expressing their opinion on several environmental and planning matters.

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
22/1702/FUL	Daisy Bank Touring Caravan Park	Approve
22/1787/TPO	Lynden, Castle Road, Churchstoke	Refuse
22/1904/TRE	The Old Barn Hyssington	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
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.

The Chairman referred Members to the consultations on planning applications.

RESOLVED

CCC responds to consultations of planning applications as follows:

<i>Ref.</i>	<i>Applicant</i>	<i>Site</i>	<i>Description</i>	<i>rec.</i>
22/2091/HH	Mr Steven Ferris, Green Lane Cottage, Green Lane, Churchstoke	Green Lane Cottage, Green Lane, Churchstoke	Proposed alterations to existing vehicular entrance and demolition of existing garage with lean-to	S
22/2169/REM	Mr N Wilkins, Ael-Y- Bryn, Hyssington	Ael-Y-Bryn, Hyssington	Section 73 application to vary condition 1 of reserved matters approval 20/2071/RES (outline P/2016/0891) to extend time period for commencement of development	N

Action – Clerk to process

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.	Appellant	Site	Description
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.
The Clerk reported on replies to CCC's enforcement enquiries to the planning authority as follows:

Ref.	Site	Description
OPDE/22/0321	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
	<u>Powys CC reply:</u> a site visit was undertaken on 3 rd Jan'23 and on inspection it is not considered that a breach has occurred, and the case is closed.	
OPDE/22/0324	Rail House Smithy, Churchstoke	There appears to be conversion of a garage into housing of multiple accommodation. CCC asks planning officers to check and take appropriate action.
	<u>Powys CC reply:</u> a site visit was undertaken on 3 rd Jan'23 and on inspection it is not considered that a breach has occurred, and the case is closed.	

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.	Site	Description
None		

8.0 Recreation

8.1 Playground: to receive and resolve on the planning inspection report 2022 (paper 8.1 previously circulated).

Council received the report of the playground inspection (undertaken 29th Sep'22) showing all equipment risk scores as very low, low, or low as possible (innate risk), with some remedial tasks.

RESOLVED

CCC notes the recommendations in the report and agrees that Cllr D Bebb will attempt to reset the gate post and the Clerk will follow up existing outstanding purchase order for the spinner bearing.

Action – Cllr D Bebb
& Clerk to process

8.2 North Walk Village Green: to recap information from the Biodiversity Officer, Powys CC, regarding Local Places for Nature grant opportunities at North Walk, to receive Clerk's verbal report of follow up site visit by the Biodiversity Officer 22nd Dec'22 (paper 8.2 previously circulated).

Council recapped on correspondence information from the Biodiversity Officer, Powys CC on nature grant opportunities and that capital investment is likely to need a follow up maintenance regime. The Clerk reported subsequent his telephone conversation in which the Biodiversity Officer noted that ownership is crucial to commitment by any party and will endeavour to ascertain.

RESOLVED

CCC awaits further information on ownership and proposals from the Powys CC Biodiversity Officer before it will consider potential maintenance commitments.

8.3 To receive an update progress report regarding the damage to the Churchstoke Notice Board.

The Clerk reported further on:

- a) Insurance: a quotation for fitting has now been received and CCC awaits a supplier quotation for 'like-for-like' replacement.

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 a report, if any, on developments at CRA (Cllr C P Smith).

Cllr C P Smith reported there are no further developments other than the next meeting of the CRA is scheduled for 30th Jan'23.

9.2 Other outside bodies: to receive reports for information, if any, from representatives to other outside bodies.

None.

10.0 Consultations

10.1 Welsh Government: Public Commemoration in Wales Guidance for Public Bodies: to receive the consultation closing 21st Feb'23, to resolve whether to respond and if so to resolve to delegate the response to the Town Clerk after reference to a working party here elected (papers 10.1a-c previously circulated).

Council received the consultation.

RESOLVED

CCC does not wish to submit a corporate response to the consultation.

11.0 Finance and Assets

11.1 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.

11.2 Financial Year 2021-22: to resolve to receive external audit report and opinion, if available, for conclusion of audit (paper 11.2 to follow if received from external auditor).

The Clerk reported the external audit report and opinion has not yet been received.

11.3 Financial Year 2023-24: Budget Preparation: to receive, and resolve if desired, on the budget panel's 2nd draft budget (paper 11.3a-c previously circulated). The Chairman referred Council to the budget panel's 2nd draft budget and plan for 2023-24. The Clerk explained there are no amendments to the first draft, and reminded Members that the council must resolve the budget in Jan'23 to meet the billing deadline at Powys CC.

RESOLVED

CCC sets for 2023-24:

- a) *Net expenditure budget of £31,764.07*
- b) *Precept of £31,764.07*
- c) *Band D Equivalent Precept of £34.39.*

Action – Clerk to process

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

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

Payer	Description	£
M&G Investments	Charibond dividend Aug-Oct'22	0.55
Powys CC	Adopt-a-site waste recycling Q1	29.77
NatWest Bank	Gross interest Dec'22	12.21
Powys CC	3 rd instalment precept for 2022-23	9,675.00
Powys CC	Adopt-a-site waste recycling Q2	16.64
	Total	9,734.17

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:

<i>Chq</i>	<i>Payee</i>	<i>Description</i>	<i>£ex vat</i>	<i>£vat</i>	<i>£total</i>
1518	SLCC Enterprises Ltd	Practitioners' Conference 2023 net of bursary	230.00	25.00	255.00
1519	Society of Local Council Clerks	Professional membership subs 2023 pro-rata	72.15	0.00	72.15
<i>Total for authorisation this meeting</i>			302.15	25.00	327.15

To report items previously authorised

1520	<i>E J Humphreys</i>	<i>Clerk net salary Jan'23</i>	<i>As employment contract</i>		
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	24,197.46
Less consolidated ring-fenced funds	0.00	8,431.23
Net balances available	1,000.00	15,766.23

12.0 Highways & Rights of Way

12.1 Highways & Rights of Way Specific Correspondence

12.1.1 Powys CC: Temp Closure: C2055 Old Churchstoke 23rd – 24th Jan'23: to receive information and diversion map for information (papers 12.1.1a-b previously circulated).
Council received notice of closure.

12.1.2 Powys CC: Temp Closure: U2410 Old Churchstoke 24th – 25th Jan'23 to receive information and diversion map for information (papers 12.1.2a-b previously circulated).
Council received notice of closure.

12.1.3 To receive for information such other items of highways/ rights of way correspondence as will be brought to the attention of the council by the Clerk.
None.

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) A490 at foot of inclined entry to Brynheulog: blocked drains*
- b) A489-A488 junction near Bromleysmill: blocked drains*
- c) Caebitra brook footbridge near The Lack (grid ref 267 938): right of way collapsing footbridge, reported 5th Apr'22, repairs are still outstanding and CCC asks when repairs will be carried out.*

Action – Clerk to process

13.0 Correspondence

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

- 13.1.1 One Voice Wales: Training Jan-Mar'23: to receive details and to resolve on attendance, if desired, as an approved duty (papers 13.1.1a-b previously circulated).

The Clerk reported the OVW training schedule and invited Members to let him know if they wished to attend. The Clerk reminded Members that Standing Orders require councillors to undertake Code of Conduct training within 6 months of accepting office.

Action – Members
to inform Clerk

- 13.1.2 One Voice Wales: Montgomeryshire Area Committee: to receive papers for next meeting for information (papers 13.1.2a-b previously circulated).

Noted.

- 13.1.3 To receive and circulate for information such other items of OVW/ SLCC correspondence as will be brought 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

13.2 General Correspondence

- 13.2.1 Powys Community Health Council: to receive reply to CCC's representation calling for full public consultation and informed public debate consultation on potential closure of the Wales Air Ambulance (WAA) base at Welshpool (paper 13.2.1a-b previously circulated). Council received and noted replies from Powys CHC and from Emergency Ambulance Services Committee NHS Wales to its representations regarding the potential closure of the Wales Air Ambulance (WAA) base at Welshpool.

- 13.2.2 To receive and circulate for information such other 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

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.
None.

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: 23rd February 2023 in Churchstoke and remote online.

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 – 8.43pm.

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

-  01a - OVW - JANUARY FEBRUARY MARCH 2023 TRAINING DATES - 030123.pdf
-  01b - OVW - Overview Modules Jan 2018 ENG.pdf
-  02a - OVW - Agenda Montgomery AC 19.01.23.pdf
-  02b - OVW - DRAFT MINUTES Montgomery AC 29.9.22.pdf
-  03 - WGov - Historic Environment & Climate Change Adaptation Activity Survey 2022 - 180123.pdf
-  04 - WGov - Launch Amser third sector grant scheme & advert independent assessors - 110123.pdf
-  05 - PSOW - Press release Ombudsman new appointments to governance roles - 170123.pdf
-  06a - Criccieth Town Council - Request for your Vote for Creative Criccieth - 160123.pdf
-  06b - Criccieth Town Council - Creative Lives Awards Shortlisted Creative Criccieth.pdf
-  07 - Regen - Make a positive start to 2023 Regen's Green Energy Awards - 030123.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - January Newsletter - 030123.pdf
-  02 - Craig Williams MP - New Year message - 281222.pdf
-  03a - NHS Wales - Update from Emerg Ambulance Serv Cttee on Emergency Medical Retrieval & Transfer Service EMRTS Cymru - 060123.pdf
-  03b - NHS Wales - EMRTS Review Briefing Note 4 6 January 2023.pdf
-  04 - SaTH NHS Trust - Don't miss the upcoming 'About Health' from SaTH - 090123.pdf
-  05a - MWWFRS - The Big Challenge - 180123.pdf
-  05b - MWWFRS - Safety at Home Carbon Monoxide and Smoke Alarms - 170123.pdf
-  05c - MWWFRS - More Than Just Fires Campaign Video - 130123.pdf
-  05d - MWWFRS - Could you be a Firefighter - 120123.pdf
-  06a - WGov - Democratic Engagement Grant - 100123.pdf
-  06b - WGov - Democratic Engagement Grant - webpage.pdf
-  07 - WGov - Vacancy Public Appointments - 100123.pdf
-  08a - Powys CHC - Notice Powys CHC Exec Cttee Mtg 10 Jan'23 - 030123.pdf
-  08b - Powys CHC - Executive Committee Agenda 10.01.23.pdf
-  09a - Powys CHC - Notice of Powys CHC SPC Meeting 17 Jan'23 - 110123.pdf
-  09b - Powys CHC - SPC Agenda 17.01.23.pdf
-  10a - Powys CHC - Notice of Montgomeryshire LC Meeting - 19th Jan'23 - 130123.pdf
-  10b - Powys CHC - Montgomeryshire Local Committee Agenda 19.01.23.pdf
-  11a - GS for WGov - Keep Wales Safe this Winter - Viruses - 110123.pdf
-  11b - GS for WGov - 105126 KWS Winter 22-23 Stay home 1x1 ENG.jpg