



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

**MINUTES of COUNCIL ORDINARY BUSINESS MEETING  
on Thursday 19<sup>th</sup> December 2024 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, to approve absence(s), and to remind attendees to show civility and respect to all, throughout the meeting in line with the obligations of the Code of Conduct.

Attendance at the hall: Cllr D Bebb, Cllr E Evans, Cllr M J Jones (Chair), Cllr A Richards, Cllr B L Smith, Cllr C P Smith, Cllr M A Whittall.

Attendance online: None.

The Chair welcomed all to the meeting and reminded attendees to show civility and respect to all throughout the meeting.

Apologies for absence approved by Council: None.

Apologies for absence received: Cllr J Jones, Cllr R K McLintock, Cllr D N Yapp.

Other Members Absent:

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 4a-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](mailto: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 & Governance Matters:** Co-Option to Vacancies: Hyssington Ward: to receive expression(s) of interest, if any, and to resolve to co-opt to vacancies.

The Chair reminded Council of the vacancies remaining after the elections 5<sup>th</sup> May'22 and the Council's Notice of Co-Option. Members and the Clerk reported no expressions of interest have been received.

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Cllr C P Smith joined the meeting at this point.

Cllr B L Smith joined the meeting at this point.

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**5.0 Minutes of Previous Meetings**

**5.1** To approve & sign the minutes as a correct record of the Ordinary Business Meeting 28<sup>th</sup> November 2024 (paper 5.1 previously circulated).

The minutes of the Ordinary Business Meeting 28<sup>th</sup> November 2024 were reviewed.

RESOLVED

*The minutes of the Ordinary Business Meeting 28<sup>th</sup> November 2024 are approved and signed as a correct record.*

**5.2** To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 28<sup>th</sup> November 2024.

None.

**6.0 Vale of Montgomery Rural Cluster (VMRC):** to recap the invitation (Oct'24) to join the cluster and further information received (Nov'24) and to welcome Mr Phil Bettley, deputy chair of the VMRC, to describe and discuss the work and cost of membership of the cluster, and to resolve whether CCC will take membership.

The Chair welcomed Mr Phil Bettley, deputy-chair VMRC, and reminded Members of the invitation from VMRC to join the cluster.

Mr Bettley described the work of the cluster, highlighting,

- composition Kerry CC, Abermule with Llandyssil CC, Berriew CC, and Montgomery TC, being properly constituted with a part-time remunerated clerk and finance officer
- origins approx. 10 years ago in response to the then possibility of devolution of assets and services from Powys CC but as pressures eased remained together with a redefined purpose
- purpose and emphasis now shifted from shared services to shared ideas, such as 2024-25 each member council able to host a local biodiversity engagement event
- cluster is member led with each council having an equal voice and vote with two voting entitlements each, meeting 4 times per year
- cost of membership £250pa with existing reserves approx. £3,500

- looking forward, the possibility of service and/or asset transfer from Powys CC appears to be renewing, and the cluster is a ready-made conduit to work together to channel those pressures.

The Chair thanked Mr Bettley for attending and briefing CCC.

Mr Bettley left the meeting at this point and there was further discussion by CCC of the benefits and costs of membership of VMRC.

**RESOLVED**

*CCC includes provisional funding of £250 for membership of VMRC into the draft budget for 2025-26, and will resolve on membership at the January meeting when the overall budget position is determined.*

Action – Clerk to process

**7.0 County Councillor & County Council Report:** to welcome the local county councillor and to receive updates and exchange information on county council matters insofar as they affect the Churchstoke community (paper 7 previously circulated).

Cty Cllr D Bebb referred CCC to his written report highlighting,

- Endeavours to try to improve poor internet connection in parts of the community
- Ditch cleaning starts in the community in the new year
- Pothole and drain issues in the Cwm and Hyssington areas
- An issue with an overhanging Ash tree in Hall Bank.

**8.0 Planning & Building Control**

**8.1 Planning & Building Control General Correspondence:**

8.1.1 Planning Aid Wales: to receive, if any, the latest planning news and training opportunities (papers 8.1.1a-b previously circulated). Council received details of training opportunities and latest news from Planning Aid Wales. The Clerk reminded Members the council has a training budget and invited Members to let him know if they wish to attend the training events.

Action – Members to inform Clerk

8.1.2 Other Planning Correspondence: to receive and circulate for information such other planning and building control correspondence as will be brought to the attention of the council by the Clerk.  
None.

**8.2 Powys CC Planning Decisions:** to report notifications from Powys CC of planning decisions in the community council area (if any).

Ref.	Site	Powys CC Decision
None		

**8.3 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			

8.4 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				

8.5 Planning Applications:

8.5.1 To receive, for information, representations regarding planning applications.  
None.

8.5.2 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 Chair referred Members to the consultations.

#### RESOLVED

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

Ref.	Applicant	Site	Description	rec.
24/1560/LBC	Mr Adrian Rushby, PD Hook (Breeders) Ltd, Cote, Bampton	Graigfryn, Snead	Repair/replacement of roof, demolition/replacement of porch, internal refurbishment and associated works	S
24/1561/HH	Mr Adrian Rushby, PD Hook (Breeders) Ltd, Cote, Bampton	Graigfryn, Snead	Repair/replacement of roof, demolition/replacement of porch, air source heat pump and associated works	S

Action – Clerk to process

8.6 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				

8.7 Planning Enforcement:

8.7.1 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 (papers 8.7.1a-b previously circulated).  
The Clerk reported acknowledgement of CCC's November reports:

- a) Pottery Car Park: there appears to be a development of electric vehicles charging points by persons unknown likely to impact on parking spaces, and appears to be a change of use of a community asset without community consultation
- b) A489 Layby, Churchstoke: the adjacent development appears to have encroached on the layby so as to make the public amenity unusable.

8.7.2 From CCC to Powys CC: to report planning enforcement matters within the community.

The Chair invited Members to bring forward planning enforcement matters within the community for the attention of the planning authority.  
None

## **9.0 Reports from Representatives to Outside Bodies for Information**

9.1 Churchstoke Recreation Association (CRA): to receive information from the CRA (Cllr C P Smith) (paper 9.1 previously circulated).

Cllr C P Smith reported on the success of the CRA in gaining capital funding from the Communities Facilities Programme for improvements to all the hall's facilities, including heating, flooring, toilets, showers and accessibility from April 2025.

## **10.0 External Consultations & Engagements**

10.1 Sustainable Powys: to report verbally on attendance by the Chair and the Clerk at the engagement meeting Tues 3<sup>rd</sup> Dec'24 in Welshpool.

The Chair and the Clerk reported on attendance at the event on Tues 3<sup>rd</sup> Dec'24 in Welshpool, highlighting,

- Over 20 attendees from a number of councils
- Financial pressures on Powys CC and the PTHB for which 'do nothing' is likely to lead to service failures
- A move towards a locality model for delivering local services (Churchstoke being in the Newtown locality)
- Breakout groups discussion ideas from community & town councils
- A need first to rebuild relationships with community & town councils to facilitate new models of services delivery; this approach likely to be a first step in a journey towards possible joint solutions and agreements.

10.2 Powys CC Community & Town Councils quarterly liaison: to note cancellation of the quarterly liaison meeting Wed 11<sup>th</sup> Dec'24 in lieu of Sustainable Powys meetings.

The Clerk reported the cancellation of the quarterly liaison meeting Wed 11<sup>th</sup> Dec'24 which would normally be attended by Chair and Clerk.

## **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 2025-26: Budget Preparation: to receive, and resolve if desired, on the 2<sup>nd</sup> draft budget (paper 11.2 previously circulated).

The Chair referred Council to the 2<sup>nd</sup> budget for 2025-26. The Clerk highlighted changes since the 1<sup>st</sup> draft and reminded Members that the council must resolve the budget in Jan'25 to meet the billing deadline at Powys CC.

Action – for Jan meeting

### 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 Dec'24	27.76
Total		27.76

### 11.4 Items for Payment: to resolve to approve items for payment as follows.

The Chair referred Members to the items listed for payment.

RESOLVED

CCC authorises payments as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1670	Gloversure Ltd	Add new email account	11.20	2.24	13.44
1671	DT Ground Maint	November grass cutting	1,445.00	289.00	1,734.00
1672	One Voice Wales	New cllr induction training	40.00	0.00	40.00
1673	HM Revenue & Customs	PAYE & Employer's NI Q3	190.27	0.00	190.27
<i>Total authorised for payment</i>			<i>1,686.47</i>	<i>291.24</i>	<i>1,977.71</i>

To report items previously authorised for payment

DD	Public Works Loans Board	Playground loan 504503 instalment #18	1,525.19	0.00	1,525.19
1674	E J Humphreys	Clerk net salary Dec'24	As employment contract		

Action – Clerk to process

### 11.5 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	20,230.40
Less consolidated ring-fenced funds	0.00	7,852.29
Net balances available	1,000.00	12,378.11

## 12.0 Highways & Rights of Way

### 12.1 Highways: to receive for information notifications & diversion maps for works already actioned.

Council received information, notifications and diversion maps for works recently already actioned as follows (papers previously circulated),

12.1.1 Powys CC: Emerg Closure B4385 Pentre 2-4 Dec'24 (papers 12.1.1a-b).

### 12.2 Highways: to receive for information notifications & diversion maps for works to be undertaken.

None.

12.3 Highways: to receive for information such other items of highways and rights of way correspondence as will be brought be brought to the attention of the council by the Clerk.

None.

12.4 Rights of Way: to receive for information such items of rights of way correspondence, if any, as will be brought be brought to the attention of the council by the Clerk.

None.

12.5 Reports from CCC to Powys CC/ Shropshire Council: to report and resolve if desired, highways/ rights of way maintenance matters, if any.  
The Chair invited Members to bring forward highways matters for the attention of the highways authorities. Cllr B L Smith reported he is has already reported recent incidence of fly tipping at the A489 Snead layby directly to Powys CC.

None.

### 13.0 Correspondence

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

13.1.1 OVW: National Awards 2025: to receive notice and information on the awards and to resolve entry, if desired (papers 13.1.1a-d previously circulated).

The Clerk reported details of the National Awards and event 23<sup>rd</sup> Apr'25 with nominations closing 28<sup>th</sup> Feb'25. The Clerk reminded Members the council has a training budget and invited Members to let him know if they wish to attend the event.

#### RESOLVED

*CCC approves attendance at National Awards 2025 as an approved duty, Members to notify the Clerk if they wish to attend.*

Action – Members to notify

13.1.2 OVW: Practice note and Guidance: to receive (paper 13.1.2a previously circulated).

Council received Practice Development Notes and Guidance for information as follows,

a) Digital Guidance Cloud Storage.

13.1.3 SLCC: Practitioners Conference 2025: to receive details and to endorse attendance by The Clerk at the online conference Jan'25 by way of continuous professional development and keeping up to date with sector issues & good practice, and to reclaim part funding from the Welsh Government training bursary scheme (papers 13.1.3 previously circulated).

The Clerk reported details and agenda for the event.

#### RESOLVED

*CCC endorses attendance by the Clerk at the online conference Jan'25 by way of continuous professional development and keeping up to date with sector issues & good practice, and to reclaim part funding from the Welsh Government training bursary scheme.*

Action – Clerk to process.

- 13.1.4 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 OVW/SLCC 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 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 other 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 Chair's Announcements, Items for Future Agenda & Date of Next Meeting

- 14.1 Chair's announcements: to receive for information announcements from Chair and Members.

- a) Chair: extended best wishes and complements of the season to the community of Churchstoke, thanked councillors for their work and commitment during 2024 and invited members to remain after the meeting for seasonal refreshments.

- 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 meeting: 23<sup>rd</sup> January 2025 at 7.30pm at Churchstoke & 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.

The Clerk reported there being no confidential matters to be transacted it was not necessary to resolve that members of the public and press be requested to leave the meeting.

















- 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 – 9.01pm.



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

-  01 - OVW - Pethau Bychain Nature Network - 021224.pdf
-  02a - OVW - Cost of Living Crisis Project 'Keeping Communities Warm' - Webinar - 021224.pdf
-  02b - OVW - Reminder Cost of Living Crisis Project 'Keeping Communities Warm' - Webinar - 061224.pdf
-  03 - DBCC - Review of Senedd Constituencies - 171224.pdf
-  04 - Llais - IMPACT - Llais monthly newsletter - 121224.pdf
-  05 - UK Parliament - INQUIRY LAUNCH Community cohesion - 031224.pdf
-  06a - Mumbles CC - Green Heroes December Event Help Spread the Word - 021224.pdf
-  06b - Mumbles CC - Cae Felin – English.jpg
-  07 - MWWFRS - Community Ambassador Role - 111224.pdf
-  08 - WGov - Have Your Say 2024 A message to older people - 051224.pdf
-  09a - WGov - Day and Respite Opportunities Questionnaire - 101224.pdf
-  09b - WGov - Day and Respite Opportunities Questionnaire - web detail.pdf
-  09c - WGov - Day and Respite Opportunities Questionnaire - The questions.pdf
-  10 - WGov - Age Without Limits Day Micro-grants for Age-friendly Communities - 181224.pdf
-  11 - WGov - Consultation on Reforms to Compulsory Purchase Process & Compensation Rules - 191224.pdf
-  12 - WGov - COVID-19 Day of Reflection 9 March 2025 - 121224.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - December Newsletter From Russell George MS - 061224.pdf
-  02 - DBCC - Review of Senedd Constituencies - 171224.pdf
-  03 - Llais - Silly Rules - 181224.pdf
-  04a - SpArC - POOL AT 50\_51 - 041224.pdf
-  04b - SpArC - Pool at 50 - Urgent - 081224.pdf
-  04c - SpArC - THE POOL AT 50 - FINAL EVENT - 111224.pdf
-  04d - SpArC - THE POOL AT 50 - HAPPY CHRISTMAS - 191224.pdf
-  05 - Powys CC Cty Cllr J Thorpe - Climate nd Nature Conference - 161224.pdf
-  06 - Mont Wildlife Trust - Help Shape Future Nature-Based Wellbeing Prog Young People - 061224.pdf
-  07a - 06 - PAVO - Agenda Welshpool, Llanfair & Montgomery 12th Dec'24 - 021224.jpg
-  07b - 07 - PAVO - Welshpool & Newtown Connect & Reflect session - 131224.pdf
-  08a - SaTH NHS Trust - Latest news from your local hospital - 061224.pdf
-  08b - SaTH NHS Trust - Changes at RSH and latest news from SaTH - 061224.pdf
-  08c - SaTH NHS Trust - Final reminder for About Health event tomorrow - 091224.pdf
-  09a - MWWFRS - Launches 'SafetyActually' Christmas Campaign - 011224.pdf
-  09b - MWWFRS - Stay Safe This Winter Free Electric Blanket Testing & Home Safety Checks - 091224.pdf
-  09c - MWWFRS - Community Ambassador Role - 091224.pdf
-  09d - MWWFRS - BurnToProtect Launch - 121224.pdf
-  10 - VTW - Membership Recruitment - 041224.pdf
-  11 - Play Wales - December e-bulletin - 121224.pdf