



**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 21st December 2021 at 7.30pm**

at Churchstoke Community Hall and Online 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).

The Chairman welcomed councillors to the meeting and reminded Members of the remote meeting etiquette and welcomed a member of the public.

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

Attendance online: Cllr S J Boundy, Cllr J N Wakelam.

Apologies for absence approved by Council: None.

Other apologies for absence received: Cllr D L Powell, 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
6.1.1	Welsh Government: Consultation on planning legislation & policy for second homes and short-term holiday lets	M J Jones	Personal not prejudicial interest as a member of Powys CC Planning, Taxi Licensing & Rights of Way Committee

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

4.1 Hyssington Ward: further to the Declaration of Vacancy dated 4th Jul'21 and Notice of Intent to Co-Opt 8th Aug'21, to receive expressions of interest and to co-opt to the vacancy in the office of community councillor for Hyssington Ward. The Chairman reminded Members of the vacancy in Hyssington Ward and of publication of intent to co-opt. The Clerk reported no expressions of interest have been received.

Action – Members to seek

4.2 Churchstoke Ward: further to the Declaration of Vacancy dated 31st Aug'21, and Notice of Intent to Co-Opt 28th Sep'21, to receive expressions of interest and to co-opt to the vacancy in the office of community councillor for Churchstoke Ward.

The Chairman reminded Members of the vacancy in Churchstoke Ward and of publication of intent to co-opt. The Clerk reported one verbal expression of interest has been received.

RESOLVED

CCC co-opts Mr Michael Whittall of Quarry View, Old Churchstoke, to the council to fill the vacancy for a councillor for Churchstoke Ward.

Action – Clerk to process

Mr Whittall declared acceptance of office and joined the meeting at this point.

The Chairmen welcomed Cllr M Whittall to the Council.

5.0 Minutes of Previous Meetings

5.1 To approve & sign the minutes as a correct record of the hybrid Ordinary Business Meeting 30th November 2021 (paper 5.1 previously circulated). The minutes of the hybrid Ordinary Business Meeting 30th November 2021 were reviewed.

RESOLVED

The minutes of the remote Ordinary Business Meeting 30th November 2021 are approved and signed as a correct record.

5.2 To report, for information purposes only, matters arising from the minutes of the hybrid Ordinary Business Meeting 30th November 2021.

5.2.1 15.2 (Recreation Field/ Playground Hedge and Trees)

The Clerk reported the contract has notified works are due to take place Thu 23rd Dec'21 and neighbours have been informed.

6.0 Planning & Building Control

6.1 Planning & Building Control General Correspondence:

- 6.1.1 Welsh Government: Consultation on planning legislation & policy for second homes and short-term holiday lets: to receive the consultation closing 23rd Feb'22, to resolve whether to respond, and if so to elect a working group to bring recommendations to the January meeting (papers 6.1.1a-b previously circulated).

The Chairman referred Members to the consultation documents.

Declaration of Members' Interests:

- Cllr M J Jones declared a personal not prejudicial interest in this item.

RESOLVED

CCC does not wish to respond to the consultation on planning legislation & policy for second homes and short-term holiday lets.

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

Council received details of training opportunities.

Action – Clerk to circulate

- 6.1.3 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.

- a) Welsh Government: Technical Advice Note (TAN) 15 – Update from the Minister for Climate Change.

Action – Clerk to circulate

- 6.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area (paper 6.2 previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
21/1144/FUL	Lake Farm, Churchstoke	Consent

- 6.3 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.			

- 6.4 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.				

- 6.5 Planning Applications:

- 6.5.1 To receive, for information, representations regarding planning applications
None.
- 6.5.2 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.				

- 6.6 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.				

6.7 Planning Enforcement:

- 6.7.1 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.
- 6.7.2 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.

7.0 Reports from Representatives to Outside Bodies

- 7.1 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 reported the Notice of Application for registration of village green has been posted on site and published in the 17th Dec'21 edition of the Powys County Times, and that there is a statutory period of not less than six weeks for receipt of objections.

- 7.2 Churchstoke Village Hall (CVH): to report from Cllr C P Smith with the Chairman on attendance at the CVH Hall Christmas Festival 11th Dec. Cllr C P Smith reported on attendance with the Chairman at the Churchstoke Christmas Festival and commended the CVH on energetic and enthusiastic efforts which made for a successful event. Cllr Smith also reported the Earl and Countess of Powys were present and approx. 52 children visited Father Christmas.

- 8.0 Consultations:** Natural Resources Wales: Montgomery Waters Ltd to increase the abstraction of water from underground strata at grid references SO 28783 93546 and SO 28874 93621 from 680.53 cubic metres a day and 204,160 cubic metres a year, to 734.77 cubic metres a day and 218,232 cubic metres a

year (ref PAN-015604): to receive the consultation closing extended for CCC to 31st Jan'22, to resolve whether to respond, and if so to elect a working group to bring recommendations to the January meeting (papers 8a-f previously circulated).

The Chairman referred Members to the consultation documents. Members noted the proposed increase in abstraction of 54,240litres/ day, approx. 7.97%.

RESOLVED

CCC elects Cllrs A Richards and the Chairman to bring forward recommendations to the January meeting.

Action – Cllrs A Richards & Chairman
with the Clerk for Jan meeting

9.0 Finance and Assets

9.1 Finance Specific Correspondence:

9.1.1 Welsh Government: to receive for information the Appropriate Sum for Local Government Act S137 expenditure limit for 2022-23 (paper 9.1.1 previously circulated).

Council received notification that the limit is increasing from £8.41 (2021-22) to £8.82 (2022-23) per elector. Noted.

9.1.2 To receive and circulate for information such other financial correspondence as will be brought to the attention of the council by the Clerk.
None.

9.2 Financial Year 2020-21: to resolve to receive external audit report and opinion, if available, for conclusion of audit (paper 9.2 to follow if received from external auditor).

The Clerk reported the certified Annual Return and Audit Report for financial year 2020-2021, indicating that CCC has received an unqualified audit (i.e., is in accordance with proper practice) and that no other matters or recommendations were raised for the attention of Council.

RESOLVED

CCC receives and considers the certified Annual Return for the Financial Year 2020-2021 and publishes the Notice of Conclusion of Audit.

Action – Clerk to process

9.3 Financial Year 2022-23: Budget Preparation: Budget Preparation: to receive, and resolve if desired, on the budget panel's 1st draft budget (papers 9.3a-c previously circulated).

The Chairman referred Council to the budget panel's 1st draft budget and plan for 2022-23. The Clerk explained the layout, content and the draft precept calculation, and asked Members to consider whether any amendments are to be brought forward in January. The Clerk also reminded Members that the council must resolve the budget in Jan'22 to meet the billing deadline at Powys CC.

RESOLVED

CCC asks the panel to build in costs for potential capital projects for:

- Christmas Tree Lights
- Cemetery Bench
- Playground Bin.

Action – Clerk to process
and for Jan agenda

9.4 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 Nov'21	0.15
Total		0.15

9.5 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
1416	Border Wildlife Management	Mole control rec'n field & cemetery Apr-Sep'21	100.00	0.00	100.00
1417	E J Humphreys	Refuse sacks for cemetery	107.93	0.00	107.93
1418	E J Humphreys	Zoom Pro Dec'21	11.99	2.40	14.39
1419	HM Revenue & Customs	PAYE Q3 Oct-Dec'21	80.40	0.00	80.40
<i>Total for authorisation this meeting</i>			300.32	2.40	302.72

To report items previously authorised

DD	Public Works Loans Board	Playground loan 504503 instalment #12	1,525.19	0.00	1,525.19
1420	E J Humphreys	Clerk net salary Dec'21	<i>As employment contract</i>		

Action – Clerk to process

9.6 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	12,905.88
Less consolidated ring-fenced funds	0.00	6,915.08
Net balances available	1,000.00	5,990.80

10.0 Highways & Rights of Way

10.1 Highways & Rights of Way Specific Correspondence: to receive for information such items of highways/ rights of way correspondence as will be brought be brought to the attention of the council by the Clerk.

None.

10.2 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.

None to report.

11.0 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: County Cllr M J Jones reported:

- Budget 2022-23: The budget seminar due in November was postponed until the Welsh Government budget settlement has been notified
- Covid-19: Start of school term in January has been delayed by 2 days; PTHB and Powys CC are continuing then vaccination programme.

12.0 Correspondence

12.1 One Voice Wales: Training Jan, Feb, Mar'22: to receive the training schedule and to resolve if desired on attendance as approved duty (paper 13.1a-b previously circulated).

Council received details of remote training for Jan, Feb, Mar'22. The Clerk asked Members to inform him if they wished to attend.

Action – Members to notify
& Clerk to process

12.2 Society of Local Council Clerks: SLCC Practitioners Conference 2022: to receive details and to endorse attendance by The Clerk at the online conference Feb'22 by way of continuous professional development and keeping up to date with sector issues & good practice, and to reclaim of 50% funding from the Welsh Government training bursary scheme (papers 12.2 previously circulated).

The Clerk reported the notice and agenda of training workshops at the online 16th Practitioner Conference at a net of bursary price £37.50.

RESOLVED

CCC endorses attendance by the Clerk at the online 2022 Practitioners' Conference, part funded by the training bursary, by way continuous professional development and keeping up to date with sector issues & good practice.

Action – Clerk to process

12.3 One Voice Wales/ Society of Local Council Clerks 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

12.4 General Correspondence for Circulation: 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 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

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

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

- a) Clerk: reported that the 2-year contract for grounds maintenance is at an end, and CCC will prepare a specification for tender for a new contract for 1st April'22
- b) Chairman: thanked councillors for their work and commitment during 2021 and extended best wishes and complements of the season to the community of Churchstoke.

13.2 Items for future agenda: to bring forward for information items for consideration for future agenda.
None.

13.3 Date of next meeting: Ordinary Business Meeting Tue 18th Jan'22. 7.30pm.

14.0 Confidential Session

14.1 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.


























14.2 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 – 8.51pm.

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

-  01a - OVW - TRAINING JAN, FEB & MAR'22 - 151221.pdf
-  01b - OVW - Letter in relation to free training places November 2020.pdf
-  02a - OVW - Community CPR and Defibrillator Manager - 011221.pdf
-  02b - OVW - ADVERT OVW CPR and Defibrillator Manager Nov 2021.pdf
-  02c - OVW - Job Description CPR and Defibrillator Manager Nov 2021.pdf
-  03a - OVW - Digital Sector Support Officer - 021221.pdf
-  03b - OVW - ADVERT OVW Digital Sector Support Officer.pdf
-  03c - OVW - Digital Sector Support Officer Job Description.pdf
-  04a - OVW - Governance & Digital Communications Support Officer - 021221.pdf
-  04b - OVW - ADVERT OVW Governance and Digital Communications Support Officer.pdf
-  04c - OVW - Job Description for Governance and Digital Communications Support Officer.pdf
-  05a - NLHF - NHMF COVID-19 Response Fund in Wales - 171221.pdf
-  05b - NLHF - NHMF Covid Response - Advert.pdf
-  06 - NLHF - Funding available for nationally important heritage in Wales and the UK - 151221.pdf
-  07 - WGov - Consultation local taxes second homes & self-catering accommodation - 280921.pdf
-  08 - WGov - Fixed Term & Secondment Opportunities Higher Executive Officers Recruitment Campaign - 021221.pdf
-  09a - WGov - Well-being of Future Generations National Stakeholder Forum - 081221.pdf
-  09b - WGov - programme-for-government-update.pdf
-  10 - WGov - Policy Announcements at Comp Purchase Assoc (CPA) Wales Nat Conf 2021 - 091221.pdf
-  11 - WGov - Welsh Tax Acts etc. (Power to Modify) Bill - 141221.pdf
-  12a - WGov - Laying of Eligible Community Councils (GPoC) (Qual'n of Clerks) (Wales) Regs 2021 - 141221.pdf
-  12b - WGov - GPoC - Qualifications of Clerks Regulations 2021 - Letter to community and town council sector - E.pdf
-  13 - WGov - Shaping Wales Future - National Stakeholder Forum - 151221.pdf
-  14 - WGov - Councillor remuneration and citizen engagement in Wales reports - 151221.pdf
-  15a - WGov - Correspondence from the Minister for Social Justice - 151221.pdf
-  15b - WGov - Town and Community Councils - Shaping Wales' Future.pdf
-  16 - WGov - Local Gov & Elections (Wales) Act 2021 Draft Statutory Guidance CTCs - 171221.pdf
-  17a - DP Police - Top Tips for a happy & safe cyber Christmas leaflet. - 101221.pdf
-  17b - DP Police - E Stay Safe Christmas DL Leaflet 2021.pdf
-  18a - NCLW - The RESIDENTIAL USE WORK WELSH COURSES return for 2022 - 071221.pdf
-  18b - NCLW - Poster Gaeaf-Gwanwyn 2022 Cymraeg Gwaith.pdf
-  19a - Pageantmaster - THE QUEEN'S PLATINUM JUBILEE BEACONS 2ND JUNE 2022 - 011221.pdf
-  19b - Pageantmaster - Councils letter.pdf
-  19c - Pageantmaster - 21871-QPIB November additions.pdf
-  20a - Iaith Cymru - Placemaking for a Thriving Welsh Village - 241121.pdf
-  20b - Iaith Cymru - Saesneg - Creu lleoedd i'r Gymraeg Ffynnu.png
-  20c - Iaith Cymru - Creu lleoedd i'r Gymraeg Ffynnu.png
-  21 - MWWFRS - Webinar Deputy Chief Fire Officer Roger Thomas Mon 29 Nov'21at 7.0pm - 241121.pdf
-  22a - IRPW - Advertisement - Chair to the Independent Remuneration Panel for Wales - 171221.pdf
-  22b - IRPW - Chair to the Independent Remuneration Panel for Wales.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - News from Russell George MS - 101221.pdf
-  02a - PTHB - Information about COVID-19 Vaccination in Powys - 121221.pdf
-  02b - PTHB - 211212-Bwletin-BrechlynCOVID19Vaccination-Bulletin.pdf
-  03 - SpArC - CHRISTMAS COMES EARLY TO SpArC! - 101221.pdf
-  04 - BCW - Representations Published - 171221.pdf
-  05 - Caru Cymru Dog Fouling - 011221.pdf
-  06 - MWWFRS - Calon Tân Winter Edition - 101221.pdf
-  07a - Powys CC - Notice of application to register new Village Green at Hyssington - 151221.pdf
-  07b - Powys CC - 21-001VG-FORM-45-.pdf
-  07c - Powys CC - 21-001VG Cynllun-Plan-.pdf
-  08 - SaTH - Cardiology Inpatient services and Membership - 011221.pdf
-  09a - Powys CC - Budget Survey - 071221.pdf
-  09b - Powys CC - Powys County Council Budget Survey ENG.pdf
-  10 - Powys CC - Hafren Dyfrdwy Awards - 081221.pdf
-  11a - Powys CHC - Notice of Powys CHC Full Council Mtg 7th Dec'21 - 021221.pdf
-  11b - Powys CHC - Full Council Agenda 07.12.21.pdf
-  12a - Powys CHC - Report Mental Health of Young People During COVID-19 Pandemic - 021221.pdf
-  12b - Powys CHC - Written Report Young People MH Survey September2021 Final.pdf
-  13 - PAVO - Safeguarding Course - 131221.pdf
-  14a - PAVO - Welshpool, Montgomery & Llanfair Caereinion Locality Network Meeting Notes 16.11.2021 - 021221.pdf
-  14b - PAVO - Welshpool^J Montgomery ^0 Llanfair Caereinion - Locality Network Meeting 16 November 2021.pdf
-  15 - PAVO - Health & Wellbeing Bulletin - 021221.pdf
-  16 - Play Wales - 2021 publications - 131221.pdf
-  17 - Play Wales - Read December's e-bulletin for the latest information - 011221.pdf
-  18 - Menter Mon - Powys Towns, Become a SMART Towns - 101221.pdf