



**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 21st December 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 obligations of the Code of Conduct.

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

Attendance online: None.

The Chair welcomed Councillors and Clerk to the final meeting of the year 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 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
8.2	Churchstoke Bowling Club: Lease	J N Wakelam	Personal and prejudicial interest as club member with a blanket dispensation 'Membership of Voluntary Organisations' granted 5 th Dec'22

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 Chair 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 30th November 2023 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 30th November 2023 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 30th November 2023 are approved and signed as a correct record.

Cllr B L Smith joined the meeting at this point.
Cllr C P Smith joined the meeting at this point.

5.2 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 30th November 2023.

5.2.1 (14.1a) North Walk

Council received information regarding the respective responsibilities of landowners, tree owners, and the county council countryside services, and the impact of this delaying the work.

5.2.2 (14.1e) Christmas Lights

The Clerk reported purchase of Christmas lights. The Chair thanked Cllr D N Yapp on behalf of council for putting the lights in place at the Cherry Tree village green outside The Courthouse and at Belle Vue.

Cllr A Richards joined the meeting at this point.

6.0 County Councillor & County Council Report: to welcome the local county councillor and to receive updates and exchange information on county council matters (paper 6 previously circulated).

Cty Cllr D Bebb presented his written report on a number of county council ward issues including North Walk, flooding alleviation, refuse collection,

flooding, and a 'Speedwatch' awareness session he has arranged for 11th January in response to local interest.

7.0 Planning & Building Control

7.1 Planning & Building Control General Correspondence:

7.1.1 Planning Aid Wales: to receive, if any, the latest planning news and training opportunities.

None.

7.1.2 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.

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. Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
None		

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	rec.
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.

RESOVED

CCC responds to consultations on planning applications as below:

Ref.	Applicant	Site	Description	rec.
23/1704/FUL	Mr Delves, The View, Churchstoke	Erection of 6 dwellings and associated works	Lande east of Courtlands, Churchstoke	S*

*23/1704/FUL: CCC supports the application and asks planners to require,

- a) *at least one of the properties have a S106 agreement as being for affordable housing*
- b) *highways access and visibility splays to accommodate the increase in traffic likely to result from the development.*

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.

The Chair referred Members to the consultations.

Ref.	Applicant	Site	Description	rec.
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.
None.

7.7.2 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.

8.0 Recreation

- 8.1 Christmas Lights: to endorse the Clerk's purchase under the Scheme of Delegation of replacement Christmas lights.
The Clerk reported purchase of replacement Christmas lights and thanked Cllr D N Yapp for work to put them in place at the Cherry Tree Village Green, and at Belle Vue, Churchstoke.

RESOLVED

CCC endorses the Clerk's purchase under the Scheme of Delegation of replacement Christmas lights.

- 8.2 Churchstoke Bowling Club: Lease: to receive a request from the club for extension of lease on the bowling green site current terms (paper 8.2 previously circulated).

Declarations of Members' Interests

- Cllr J N Wakelam: declared a personal and prejudicial interest as club member with a blanket dispensation 'Membership of Voluntary Organisations' granted 5th Dec'22.

Council received a request from the bowling club to an extension of lease of the bowling green site for 10 years on current terms.

RESOLVED

CCC grants extension of lease of the bowling green site for 10 years to 31st December 2033 on current terms to Churchstoke Bowling Club.

Action – Clerk to process

9.0 Reports from Outside Bodies

9.1 Hyssington Village Hall Committee: to report for information regarding solar roof panels (Cllr R K McLintock) (paper 9.1 previously circulated).

Cllr R K McLintock reported from the Hyssington Village Hall Committee it has decided to delay any further decision re. alternative energy until it is nearer the time next year when it will know what energy prices will be. It remains very grateful to the community council for its support.

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

None.

10.0 Finance and Assets

10.1 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.

10.2 Financial Year 2024-25: Budget Preparation: to receive, and resolve if desired, on the 2nd draft budget (paper 10.2a-c previously circulated).

Council received the 2nd draft budget and plan for 2024-25. The Clerk reported amendments made for the 2nd draft and the effects on the final precept, invited Council to make known it's amendments, and reminded Members that Council must resolve the budget the budget in Jan'24 to meet the billing deadline at Powys CC.

Action – for Jan meeting

There was discussion regarding funding for replacement pads for council's defibrillator at St Nicholas House. The Clerk indicated there is £100 budgeted per year. Cllr C P Smith offered to liaise with Clun AED group on possible savings and report back in January.

10.3 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 Nov'23	30.26
M&G Investments	Charibond dividend Aug-Oct'23	1.00
Total		31.26

10.4 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
1590	Audit Wales	Audit Fees 2022-23 accounts	200.00	0.00	200.00

1591	<i>E J Humphreys</i>	<i>Admin expenses Q2</i>	217.50	16.76	234.26
1592	<i>Bullseye Pest Control</i>	<i>Mole control recreation field & cemetery 2023-24 initial half yearly payment</i>	100.00	20.00	120.00
1593	<i>HM Revenue & Customs</i>	<i>PAYE & Employer's NI for Q3 Sep-Dec'23</i>	156.80	0.00	156.80
<i>Total for authorisation this meeting</i>			674.30	36.76	711.06
<i>To report items previously authorised</i>					
<i>DD</i>	<i>Public Works Loans Board</i>	<i>Playground loan 504503 instalment #16</i>	1,525.19	0.00	1,525.19
1594	<i>E J Humphreys</i>	<i>Clerk net salary Dec'23</i>	<i>As employment contract Action – Clerk to process</i>		

10.5 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	20,576.39
Less consolidated ring-fenced funds	0.00	7,161.78
Net balances available	1,000.00	13,414.61

11.0 Highways & Rights of Way

11.1 Rights of Way Consultation: Powys CC: Footpath 39 North Walk: to receive and resolve a response to the consultation on an extension of the Closure Order to allow for the additional time needed. (The Clerk has informed the county council that CCC may respond at the earliest opportunity on 22nd Dec'23) (papers 11.1a-d previously circulated).
Council received the consultation.

RESOLVED

CCC supports the extension of the Closure Order for footpath 39 North Walk needed for public safety until tree works can be carried out, on condition that work is completed early next year before the bird nesting season.

Action – Clerk to process

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

11.2.1 Powys CC: to receive advance information and diversion map regarding temporary closure: U2709 Old Churchstoke 22nd Feb'24 (papers 11.2a-b previously circulated).

Council received the advance information and diversion map.

11.3 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.

RESOLVED:

CCC reports matters for the attention of highways authorities as follows,
 a) *Caebitra brook footbridge near The Lack (grid ref 267 938): right of way collapsing footbridge repairs are still outstanding. County Cllr D Bebb offered to follow up the matter if the Clerk could provide some details.*

Action – Clerk to process

12.0 There was no item 12.0.

13.0 Correspondence

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

13.1.1 OVW: Cost of Living Crisis Project: to receive, and to resolve to respond if desired, a call for evidence of activity and spend by community and town councils on the cost-of-living crisis (papers 13.1.1a-b previously circulated).

Council received a call for evidence of activity and spend by community and town councils on the cost-of-living crisis; the Clerk reported that such activity is sometimes undertaken by town councils.

13.1.2 Society of Local Council Clerks: SLCC Practitioners Conference 2024: to receive details and to endorse attendance by the Clerk at the online conference Feb'24 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 13.1.2a-c previously circulated).

RESOLVED

CCC endorses attendance by the Clerk at the online conference Feb'24 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

13.1.3 OVW: Training Jan-Mar'24: to receive details and to resolve on attendance, if desired, as an approved duty (paper 13.1.3 previously circulated)

The Clerk reported the OVW training schedule and invited Members to let him know if they wished to attend.

Action – Members
to inform Clerk

13.1.4 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 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: to receive and circulate for information such items of 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 process

14.0 Chairman’s Announcements, Items for Future Agenda & Date of Next Meeting

- 14.0 Chairman’s announcements: to receive for information announcements from Chairman and Members.
a) Cllr C P Smith: reported new bins have been installed by the county council at the cemetery. The Clerk reported CCC had not been informed.
- 14.1 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
a) Clun AED group and possible savings (Cllr C P Smith).
- 14.2 Date of next meeting: Ordinary Business Meeting 18th Jan’24 at Churchstoke Community Hall and remote online.

15.0 Confidential Session

- 15.0 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.

- 15.1 Recreation: Grounds Maintenance & Grass-cutting: [confidential reason: preparation of a specification for commercial tender]: to receive and resolve a draft specification for public tenders. Council is referred in this regard to its duty under the Environment (Wales) Act 2016 S6 “A public authority must seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions”. (confidential discussion paper 15.2 previously circulated).
Council received a draft discission specification and the Clerk reminded Council of its duty under the Environment (Wales) Act 2016 and advice received from OVW on how the specification might be amended to help CCC meet the duty.

RESOLVED

CCC approves a draft specification for public tender to include,

- a) *Introductory biodiversity statement*
b) *Restrict to 1m cuts on roadside verges*

- c) *Wildflower area at cemetery*
- d) *Reduced number of cuts at playground to match those undertaken at cemetery.*

Action – Clerk to process

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 – 8.40pm.









The Chairman invited Members to remain for seasonal refreshments.

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

-  01 - OVW - Examples of Biodiversity actions needed - 181223.pdf
-  02 - OVW - FREE WEBINAR Interactive self-guided tours villages, towns & communities 25_01_24 - 151223.pdf
-  03 - OVW - New consultation Future spending purposes dormant assets funding Wales - 211223.pdf
-  04 - OVW - Air Ambulance - 181223.pdf
-  05 - WLGA - Wales Climate Week starts 4 December - 011223.pdf
-  06 - Senedd Cymru - Consultation Fiscal Intergovernmental Relations - 211223.pdf
-  07 - WGov - Guest blog Working together for an Age-Friendly Wales - 201223.pdf
-  08a - WGov - Vacancy - Public Appointments - 041223.pdf
-  08b - WGov - Vacancy Litigation Assistant x2 - 071223.pdf
-  08c - WGov - Vacancy Public Law Lawyer Recruitment Ad - 071223.pdf
-  08d - WGov - Vacancy Senior Interaction Designer - 201223.pdf
-  09 - OPCW- Older People's Commissioner Wales Dec Newsletter - 191223.pdf

Appendix 2: General correspondence received circulated post meeting

-  01a - Craig Williams MP - E-newsletter - 281123.pdf
-  01b - Craig Williams MP - E-newsletter - 211223.pdf
-  01c - Craig Williams MP - Contact & Surgeries Letter - 011223.pdf
-  02 - R George MS - December Newsletter from Russell George MS - 061223.pdf
-  03 - NHS Wales - Air Ambulance update from EASC on EMRTS Cymru - 121223.pdf
-  04a - Powys CC - Powys Environmental Education Cluster Meeting Invite - 151223.pdf
-  04b - Powys CC - Powys Environmental Educaion Meeting Confirmation - 191223.pdf
-  05 - Powys CC - Christmas recycling and waste - 061223.pdf
-  06 - MWWFRS - Christmas Safety with Mid & West Wales Fire & Rescue Service - 011223.pdf
-  07 - MWWFRS - Calon Tan 2023 English - 151223.pdf
-  08 - MWWFRS - Community Risk Management Plan 2040 - 181223.pdf
-  09 - PTHB - Shropshire NHS engagement event at Newtown next week - 061223.pdf
-  10a - SaTH NHS Trust - Find out latest from Shrewsbury & Telford Hospital NHS Trust - 281123.pdf
-  10b - SaTH NHS Trust - Find out latest from Shrewsbury & Telford Hospital NHS Trust - 201223.pdf
-  10c - SaTH NHS Trust via PAVO - Newtown Flyer v2 13th Dec'23 - 041223.pdf
-  11a - DP Police - Dyfed Powys Police Newsletter 2023 - 151223.pdf
-  11b - DP Police - D Powys Mid.pdf
-  12 - OPCC - PCC Bulletin - 141223.pdf
-  13 - OPCC - Policing Budget Consultation snapshot responses - 051223.pdf
-  14 - Age Cymru Powys - ACP Winter Newsletter 23-24 - 151223.pdf
-  15 - PAVO - RNIB Dec 2023 Connect programme - English - 121223.pdf

-  16a - SpArC - PRIZE BINGO - 041223.pdf
-  16b - SpArC - PRIZE BINGO - 061223.pdf
-  16c - SpArC - MONEY IN MONEY OUT - 061223.pdf
-  16d - SpArC - Close-up of money.jpg
-  16d - SpArC - SWIMMERS - THANK YOU - 161223.pdf
-  17 - Play Wales - December e-bulletin - 141223.pdf
-  18 - Play Wales - Consultation Professional registration playwork workforce - 051223.pdf
-  19 - 20s Plenty - Thanks for 20 Newsletter Nov'23 - 281123.pdf