



**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 22nd February 2022 at 7.30pm**

at Churchstoke Community Hall and 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).

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

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

Attendance online: Cllr S J Boundy, Cllr M J Jones, Cllr J N Wakelam, Cllr M Whittall.

Apologies for absence approved by Council: None.

Other apologies for absence received: Cllr D L Powell.

Other Members absent: Cllr D N Yapp.

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
6.6	Applications for Works to Trees Subject to Tree Preservation Order or in a Conservation Area	M J Jones	Personal & prejudicial interest as a member of Powys CC Planning, Taxi Licensing & Rights of Way Committee

14.2	Grounds Maintenance & Grass Cutting	J Jones	Personal & prejudicial interest submitting a tender.
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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 Elections May 2022: to brief Council verbally for information, on the elections timetable and process as relayed by the elections office at Clerks' briefing 17th Feb'22.

The Clerk summarised from the meeting and reported key election stages as follows:

Notice of Election	14 th Mar' 2022
Close of Nomination (including deadline for withdrawals)	4pm, 5 th Ap'22
Deadline to appoint Election Agents	4pm, 5 th Apr'22
Statement of Persons Nominated	4pm, 6 th Apr'22
Polling Day	5 th Apr'22
Counting of the Votes	6 th Apr'22
Existing councillors retire /New elected councillors take office	9 th May'22
Last date for you to hold Annual Meeting	23 rd May'22
Deadline to submit Election Expenses	6 th Jun'22

The Clerk also reported the nomination papers will be available online and may be submitted by email to [nominations@](mailto:nominations@churchstoke.org) or [enwebiadau](mailto:enwebiadau@churchstoke.org) although hard copy nominations may be delivered in person to offices at from 15th March until 4pm, 5th April at County Hall, Llandrindod Wells, and on specific dates to be confirmed at Neuadd Brycheiniog (Brecon), Ty Maldwyn (Welshpool), Ladywell House (Newtown).

5.0 Minutes of Previous Meetings

5.1 To approve & sign the minutes as a correct record of the remote Ordinary Business Meeting 18th January 2022 (paper 5.1 previously circulated). The minutes of the Ordinary Business Meeting 18th January 2022 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 18th January 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 18th January 2022.
None.

6.0 Planning & Building Control

6.1 Planning & Building Control General Correspondence:

- 6.1.1 Powys CC: to receive for information, an update for Community & Town Councils in Powys on the Riverine Special Areas for Conservation & Phosphorous/ Phosphate position and actions (paper 6.1.1 previously circulated).
Council received the information update.

- 6.1.2 Planning Aid Wales: to receive details of training opportunities, if any, and to resolve if desired on attendance (inc. papers 6.1.2a-c previously circulated).
Council received details of training opportunities.

- 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.
None.

- 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 (papers 6.2a-b previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
21/1273/HH	Hen Felin, Churchstoke	Consent
21/2217/TRE	The Pinfold, Hyssington	Approve

- 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.

Declaration of Members' Interests:

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

The Chairman referred Members to the consultations.

RESOLVED

CCC responds to consultations on works to trees subject to tree preservation order or in a conservation area as follows

Ref.	Applicant	Site	Description	rec.
22/0146/TRE (Papers 6.6a-d previously circulated)	Mr Philip Delves, Elmhurst, Churchstoke	Elmhurst, Churchstoke	Application for works to trees in a conservation area	S

Action – Clerk to process

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.

- a) Powys CC: BOC/21/0002 – Rear of Courthouse Inn, Churchstoke: to receive information on case closure (paper 6.7.1a previously circulated).

Council received the information.

- 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 Recreation

- 7.1 Her Majesty The Queen's Platinum Jubilee: to receive information and to resolve whether/ how to support the community celebrate the Queen's Platinum Jubilee (papers 7.1a-d previously circulated).

Council received information from the Churchstoke Recreation Association and the occupier of Todleth Hill regarding possibilities for events to celebrate Her Majesty The Queen's Platinum Jubilee. The Clerk also reported enquiries from Powis Estates and Powys CC.

RESOLVED

CCC prefers to leave arrangements for a hilltop beacon to Powis Estates and will focus on supporting village celebrations. CCC agrees to liaise with the Churchstoke Recreation Association, via Cllr C P Smith, for arrangements in the village and is open to providing some financial support to both electoral wards for public events to celebrate the Jubilee.

Action – Clerk to reply and
Cllr C P Smith to liaise with CRA

8.0 Reports from Representatives to Outside Bodies

8.1 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 that a decision is expected from Powys CC by the end of the month.

8.2 Powys CC Liaison Meeting: to report from the Powys CC/ Community & Town Councils meeting 1st Feb'22 (papers 8.2a-b previously circulated).

The Clerk reported on attendance at the liaison meeting and referred Members to the agenda and previous minutes to illustrated matters discussed.

9.0 Finance and Assets

9.1 Finance Specific Correspondence: 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 Items Received Since Last Meeting: to report for information.

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

Payer	Description	£
Churchstoke Bowling Club	Peppercorn rent 2021-22	1.00
B P H Llewellyn	Field allotment rent 2021-22 plots 1 & 2	220.00
NatWest Bank	Gross interest Jan'22	0.18
Powys CC	Waste recycling proceeds Q2 Jul-Sep'21	44.97
W J Morris Funeral Services	Cemetery burial & excl. right fees plot 95	380.00
	Total	646.15

9.3 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
1432	E J Humphreys	Re-imburse for Certificates of Grant of Exclusive Right of Burial	110.00	22.00	132.00
1433	SLCC Enterprises Ltd	12th Edn Local Council Administration	119.00	0.00	119.00
1434	E J Humphreys	Re-imburse for Norton anti-virus 26/01/2022	79.16	15.83	94.99

1435	Powys CC	Rec Field Trade refuse bin 01-10-2021 to 31-12-2021	41.23	0.00	41.23
1436	GloverSure Ltd	Deleting & creating email accounts	12.35	2.47	14.82
1437	E J Humphreys	Zoom Pro Feb'22	11.99	2.40	14.39
<i>Total for authorisation this meeting</i>			373.73	42.70	416.43
<i>To report items previously authorised</i>					
1438	E J Humphreys	Clerk net salary Feb'22	<i>As employment contract</i>		
Action – Clerk to process					

- 9.4 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	19,434.11
Less consolidated ring-fenced funds	0.00	8,460.64
Net balances available	1,000.00	10,973.47

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 to the attention of the council by the Clerk.
- a) Powys CC: Notice of emergency closure C2054 Mellington 31st Jan to 2nd Feb'22 (papers 10.1.1a-b previously circulated).
Council received the retrospective information and the Clerk reminded Council that it was circulated to councillors at the time.
- 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.

RESOLVED

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

- a) *C2056 Cefn Bank, Hyssington: blocked drains leading to road erosion*
- b) *U2715 Yewtree Farm lane, Hyssington: blocked culvert causing water to flow over the road leading to road erosion; potholes further along the lane*
- c) *A489 junction with C2147: blocked drains leading to road erosion*
- d) *A489 near Moonlight Barns lay-by: blocked drains leading to water flowing over the main road*
- e) *A490 near Churchstoke Bridge: blocked drains near the pumping station unable to cope with recent rainfall*
- f) *C2055 Old Churchstoke towards Priest Weston: deep pothole*
- g) *C2055 Hall Bank: subsidence near the Stilt House.*

Action – Clerk to process

The Clerk explained that individual councillors or members of the public can, if they wish, log highways defect reports directly on the Powys CC website.

RESOLVED

CCC will set links on its website to report highways defects and fly tipping directly to the county councils.

Action – Clerk to process

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:

- A great deal of attention an effort has been directed towards dealing with the consequences of recent storms Dudley, Eunice and Franklin
- Budget 2022-23: Council meets Thursday 24th Feb to set the budget funded by a proposed 3.9% increase in precept.

12.0 Correspondence

12.1 One Voice Wales/ Society of Local Council Clerks

12.1.1 Training Jan, Feb, Mar'22: to receive the training schedule and to resolve if desired on attendance as approved duty (paper 12.1.1 previously circulated).

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

Action – Members to notify
& Clerk to process

12.2 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

12.3 General Correspondence

12.3.1 For Circulation: 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 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) Chairman: encouraged the use of the recycling banks at Tuffins Car Park to bolster the Green Grants fund for the community.
- b) Clerk: reported that the community volunteer Mrs B A Rowley and Mr D Rowley who attended weekly to the waste bin at the cemetery are standing down and urged Members to seek a successor. Council emphasised its gratitude to Mrs Rowley for many years voluntary

service, and the Chairman agreed to purchase a token of thanks from the Chairman's Allowance.

- 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 22nd Mar'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 Grounds Maintenance & Grass Cutting [confidential reason: commercial tenders]: to receive and resolve tenders for Grounds Maintenance & Grass Cutting 2022-23 and 2023-24 (paper 14.2a-b and confidential papers 14.2c-e previously circulated).

Declaration of Members' Interests:

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

The Clerk reminded Members that the current contract for grounds maintenance and grass cutting ends on 31st March and reported that three commercially confidential tenders have been received. Council considered value of the tenders against the specification and the budget available.

RESOLVED:




































CCC accepts the tender of Groundforce Landscape Ltd, subject to contract, to the value of £5,713pa for two years.

Action – Clerk to process







































- 14.3 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 – 8.52pm.

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

-  01 - OVW - TRAINING - JANUARY, FEBRUARY & MARCH 2022 - 190122.pdf
-  02a - OVW - Tree planting & Orchards Nature Forum - 030222.pdf
-  02b - OVW - Pethau Bychain Poster.pdf
-  03a - OVW - Report on LGE Act Section 47 Multi Location Meetings - 090222.pdf
-  03b - OVW - Section 47 Multil Location Meetings Sector Survey Report Eng.pdf
-  04a - OVW - Information on Swifts - 100222.pdf
-  04b - OVW - Gwybodaeth Gwenoliaid Duon Information on Swifts.pdf
-  04c - OVW - Swifts.pdf
-  04d - OVW - Setting up Homes for Swifts pdf (1).pdf
-  04e - OVW - Residential bird box guidance-July 2019.pdf
-  04f - OVW - Leics advice.pdf
-  04g - OVW - bocc-5-a5-4pp-single-pages.pdf
-  04h - OVW - Action for swifts.pdf
-  04i - OVW - Swifts Concerns.pdf
-  05 - OVW - Buckingham Palace Garden Parties 2022 - 210122.pdf
-  06 - Powys PSB - Public reports pack 03022022 1000 Public Service Board (1) - 030222.pdf
-  07a - Audit Wales - Audit Wales Fee Scheme 2022-23 released today - 030222.pdf
-  07b - Audit Wales - Fee_Scheme_2022-23_Eng.pdf
-  08a - NRW - New Countryside Code advice for land managers - 090222.pdf
-  08b - NRW - Land Managers Guidance - External Briefing (E).pdf
-  09a - NRW - Nature and Us the national conversation about Wales' natural environment - 110222.pdf
-  09b - NRW - Nature & Us National conversation future Wales' natural environment started - 170222.pdf
-  10a - OPCW - Opportunities and Events - 100222.pdf
-  10b - OPCW - Hiraeth Cymru Ffler (bilingual).pdf
-  11 - WGov - Consultation on how to measure inclusion of migrants in Wales - 100222.pdf
-  12a - WGov - Apprenticeship Scheme 2022 opening soon - 150222.pdf
-  12b - WGov - Welsh Government Apprenticeship Scheme opening 28th March - 210222.pdf
-  13 - WGov - The Welsh Government is developing a Community Food Strategy - 010222.pdf
-  14a - WGov - Vacancy -- Chief Operating Officer, Welsh Government - 190122.pdf
-  14b - WGov - Vacancy -- Non-Executive Director for Welsh Government Board - 190122.pdf
-  14c - WGov - Vacancy Deputy Director North Wales (Welsh language essential) - 310122.pdf
-  15 - SC Wales - Invitation shared learning events Community Resourcefulness Partnership 24-31 Jan'22...
-  16a - Dwr Cymru Welsh Water - Draft Water Resources Management Plan 2024 Pre Consultation - 080...
-  16b - Dwr Cymru Welsh Water - Pre-consultation letter v1_English.pdf
-  16c - Dwr Cymru Welsh Water - Pre-consultation supporting information Jan 22 v1_English.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - News from Russell George MS - 030222.pdf
-  02 - SpArC - update - 210222.pdf
-  03 - SATH NHS Hospital Trust - Letter to Parish & Town Councillors - 260122.pdf
-  04a - MWWFRS - New Deputy Chief Fire Officer Confirmed - 010222.pdf
-  04b - MWWFRS - Could you be a Firefighter - 220222.pdf
-  05a - Dolau School Action Group - Fill the Playground protest against school closures - 110222.pdf
-  05b - Dolau School Action Group - Fill the playground 13th Feb 2022.JPG
-  05c - Dolau School Action Group - Dolau School - closure protest Mk2 - stand with us - 160222.pdf
-  05d - Dolau School Action Group - Dolau School Protest - Friday 18th Feb 2022 at 1030am.JPG
-  06 - BDA - Contact-October-2021-RGB-digital (1) - 260122.pdf
-  07a - OPCC - PCC Conference Invitation - 100222.pdf
-  07b - OPCC - PCC 2022 St Davids Day Conference Poster.pdf
-  07c - OPCC - Poster Cynadledd 2022.pdf
-  08 - RBL - Celebrating Her Majesty's Platinum Jubilee 2022 - 210222.pdf
-  09a - Powys CHC - Newsletter Issue 7 - 060222.pdf
-  09b - Powys CHC - Notice of Powys CHC Full Council Meeting 1st Mar'22 - 200222.pdf
-  09c - Powys CHC - Full Council Agenda 01.03.22.pdf
-  09d - Powys CHC - Mental Health Consultation - 040222.pdf
-  09e - Powys CHC - Consultation Document Eng FINAL.pdf
-  09f - Powys CHC - Consultation questions Eng.pdf
-  10a - PAVO - TNA survey - 110222.pdf
-  10b - PAVO - Training Needs Analysis.jpg
-  11a - PAVO - Two new grant funds - 190122.pdf
-  11b - PAVO - Connected Communities - Flyer.pdf
-  12 - PAVO - Locality Initiative fund - 240122.pdf
-  13 - PAVO - Community Carbon Audits & Climate Action Plans - 260122.pdf
-  14 - PAVO - Welshpool, Montgomery & Llanfair Caereinion Network mtg - 270122.pdf
-  15 - PAVO - Welshpool, Montgomery & surrounding areas Locality Initiative funding - 030222.pdf
-  15b - PAVO - Eligible expenditure briefing note.pdf
-  15c - PAVO - Powys Localities Initiative - Initial press briefing (1).pdf
-  16 - PAVO - Welshpool Montgomery & Llanfair Network meeting 22 Feb'22 - 110222.pdf
-  16b - PAVO - Network Meeting Agenda - Welshpool. Montgomery. Llanfair Caereinion. 22.02.202...
-  17 - PAVO - Locality Initiative fund evening meeting Thu 17 Feb'22 - 110222.pdf
-  18 - PAVO - Proposal Forms Welshpool Montgomery & surrounding areas LI funding - 110222.pdf
-  18b - PAVO - Community Renewal Fund - Graham (1).pptx
-  18c - PAVO - Welshpool and Montgomery Localities Initiative meeting 10th Feb 2022.pdf
-  18d - PAVO - Welshpool and Montgomery Localities Initiative chat transcript 10th Feb 2022.pdf
-  19 - PAVO - Safeguard Training - Free of Charge - 140222.pdf