



**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 23rd January 2025 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 E Evans, Cllr M J Jones (Chair), Cllr B L Smith, Cllr C P Smith, Cllr M A Whittall, Cllr D N Yapp.

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 D Bebb, Cllr R K McLintock.

Other Members Absent: Cllr J Jones, Cllr A Richards.

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
7.6	Planning Applications	M J Jones	Personal and prejudicial interest in application 25/0057/VAR as neighbour of the applicant
7.6	Planning Applications	D N Yapp	Personal and prejudicial interest in application 24/1815/HH as friend of the applicant

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 & 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 5th May'22 and the Council's Notice of Co-Option. Members and the Clerk reported no 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 19th December 2024 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 19th December 2024 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 19th December 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 19th December 2024.
None.

6.0 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.
In the absence of the county councillor there was no report.

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 (papers 7.1.1 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

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 Planning Policy Consultation by UK Government: Reforms to the Compulsory Purchase Process and Compensation Rules: to receive the consultation closing 13th Feb '25, to resolve whether to respond and if so to delegate the response to the Clerk after reference to a working party elected here (papers 7.2a-b previously circulated).

The Chair referred Members to the consultation and the Clerk drew Members' attention to question 1 of the consultation which seeks views on a proposal directly related to community councils.

RESOLVED

CCC replies to question 1 of the consultation, that it agrees that directions to remove compensation payable for prospective planning permissions ("hope value") should be allowed to be included in compulsory purchase orders made on behalf of parish/town or community councils by local authorities under section 125 of the Local Government Act 1972 where the schemes underlying the orders are providing affordable or social housing.

Action – Clerk to process

- 7.3 Powys CC Planning Decisions: to report notifications from Powys CC of planning decisions in the community council area, if any (paper 7.3 previously circulated).

Ref.	Site	Powys CC Decision
24/1517/FUL	Barn Conversion at Shirley Lodge, Ch'stoke	Refused
24/1545/HH	Bryn Cadno, Old Churchstoke	Approve
24/1605/TRE	Raven Hill Cottage, Churchstoke	Approve

- 7.4 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			

- 7.5 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				

- 7.6 Planning Applications:

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

7.6.2 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.

Cllr E Evans joined the meeting during this item.

Cllr D N Yapp joined the meeting during this item.

The Chair referred Members to the consultations.

Declarations of Members' Interests

- Cllr D N Yapp: having declared a personal and prejudicial interest left the meeting for application 24/1815/HH.
- Cllr M J Jones having declared a personal and prejudicial interest left the meeting for application 25/0057/VAR. Cllr B L Smith was elected Chair for this item.

RESOLVED

CCC responds to consultations on planning applications as follows:

<i>Ref.</i>	<i>Applicant</i>	<i>Site</i>	<i>Description</i>	<i>rec.</i>
24/1771/HH	Mr Lloyd Jones, 1 Moonlight Barn, Snead	1 Moonlight Barn, Snead	Erection of two storey extension together with extension to domestic curtilage (including demolition of agricultural building)	S
24/1815/HH	Mr & Mrs Stuart & Laura Atkins, 5 View Terrace, Churchstoke	5 View Terrace, Churchstoke	Erection of extension	O*
25/0057/VAR	Katie Higgs, Tan Y Bryn, Churchstoke	Tan Y Bryn, Churchstoke	Discharge of Section 106 agreement attached to planning permission P/2016/0615	N

*24/1815/HH: CCC objects to the application on grounds as follows,

- the proposed extension will be built over a shared foul drain running to the rear of the terrace which it is understood has problems of blockage from time to time, and the overbuild is likely to hamper remedial action and/or relaying the drain*
- the proposed extension includes additional bedrooms which is likely to lead to additional occupancy and hence to a need for additional car parking which is absent from the proposal*
- the community council has concerns whether the restriction of neighbours' right to light has been measured correctly and asks planers to ensure this is so.*

Action – Clerk to process

7.7 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.

<i>Ref.</i>	<i>Applicant</i>	<i>Site</i>	<i>Description</i>	<i>rec.</i>
None				

7.8 Planning Enforcement:

7.8.1 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).
None.

7.8.2 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 Reports, if any, from Representatives to Outside Bodies for Information

None.

9.0 External Consultations & Engagements

9.1 Powys CC: Local Bus Network: to receive the consultation closing 13th Feb'25, to resolve whether to respond, and if so to delegate the response to the Clerk after reference to a working party here elected (paper 9.1 previously circulated).
The Chair referred Members to the consultation.

RESOLVED

CCC responds to the consultation to reiterate the points it made in Jun'24 as follows:

- *Bus routes and timetable between Churchstoke and Welshpool should be such that those who travel by bus to Welshpool should have a homeward bus available at the end of the normal working day*
- *Bus routes and timetable between Churchstoke and Welshpool should be such that those who travel by bus to Welshpool have at least 3 hours in the town.*

Action – Clerk to process

9.2 Powys CC: Sustainable Resources Strategy: to receive the consultation closing 4th Apr'25, to resolve whether to respond, and if so to elect a working party to bring forward recommendations for response to the March meeting (papers 9.2a-c previously circulated).
The Chair referred Members to the consultation.

RESOLVED

CCC will consider the matter at the February meeting.

Action – for February meeting

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 2025-26: Budget Preparation: to receive, and resolve if desired, on the 3rd and final draft budget (paper 10.2a-b previously circulated).

The Chair referred Council to the 3rd draft budget for 2025-26. The Clerk highlighted changes since the 2nd draft and reminded Members that the council must now resolve the budget to meet the billing deadline at Powys CC.

RESOLVED

CCC sets for 2025-26,

- a) Net expenditure budget of £32,220.52
- b) Precept of £32,220.52
- c) Band D Equivalent Precept of £34.56.

Action – Clerk to process

The Chair thanked the budget panel and the Clerk for their work preparing the draft budget.

10.3 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'24	1.30
NatWest Bank	Gross interest Jan'25	27.27
Powys CC	3 rd instalment precept 2024-25	10,647.00
R G Peate Funeral Serv	Cemetery ashes interment fee (plot 200A)	95.00
G Nottingham	Allotment rent 1 st Mar'25 (plot 1)	30.00
Total		10,800.57

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
1681	SLCC Enterprises Ltd	Practitioners conference	300.00	34.00	334.00
1676	Churchstoke Rec Assoc	Room hire Oct, Nov, Dec	72.00	0.00	72.00
1677	Powys CC	Cemetery bins Oct-Dec'24	63.35	0.00	63.35
1678	Powys CC	Rec field bins Oct-Dec'24	59.10	0.00	59.10
1679	E J Humphreys	Admin Exp 2024-25 Q3	160.97	12.90	173.87
<i>Total authorised for payment</i>			<i>655.42</i>	<i>46.90</i>	<i>702.32</i>

To report items previously authorised for payment

1680	E J Humphreys	Clerk net salary Jan'24	<i>As employment contract</i>		
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Action – Clerk to process

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	1,120.00	29,337.34
Less consolidated ring-fenced funds	0.00	9,766.34
Net balances available	1,120.00	19,571.00

11.0 Vale of Montgomery Rural Cluster (VMRC): to recap the invitation to join the cluster (Oct'24), further information received (Nov'24) description and cost of membership from deputy chair of the VMRC (Dec'24), and to resolve whether CCC will take membership.

The Chair reminded Council of the invitation to join the cluster, further information received, and a description and cost of membership from deputy chair of the VMRC. The Clerk reminded Council of CCC's decision to include provisional funding of £250 for membership of VMRC into the draft budget for 2025-26, and to resolve on membership at the January meeting when the overall budget position is determined.

RESOLVED

In view of a number of absentees from the meeting and the need to elect representatives to VMRC, the community council defer decision to February meeting. In addition, it asks if it might attend the next VMRC meeting as an observer before considering the commitment further.

Action – Clerk to process
& for February meeting

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),

- C2009, Hyssington, emergency closure 18-23 Jan'25.

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 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 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.

RESOLVED

*CCC reports to highways authorities as follows,
a) A489, Churchstoke to Blue Bell: potholes.*

Action – Clerk to process

13.0 Correspondence

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

13.1.1 OVW: Training Schedule to 31st Mar'25: to receive the schedule of training (papers 13.1a-c previously circulated).

The Clerk reported the OVW training schedule and reminded Members attendance has at a previous meeting already been resolved as an approved duty and invited Members to inform if they wish to attend.

Action – Members to inform Clerk

13.1.2 OVW: Area Committee Survey: to receive the survey closing 28th Feb'25, to resolve whether to respond, and if so to require CCC's representative to OVW Montgomeryshire Committee and the Clerk to being forward a recommended response to the February meeting (papers 13.1.2a-b previously circulated).

The Chair referred Members to the survey.

RESOLVED

CCC requires CCC's representative to OVW Montgomeryshire Committee (Cllr M J Jones) and the Clerk to being forward a recommended response to the February meeting.

Action – Cllr M J Jones & Clerk
& for February meeting

13.1.3 OVW: Practice Notes and Guidance: to receive (previously circulated). Council received Practice Development Notes and Guidance for information as follows,

a) Unjumbling the Jargon: January 2025 (paper 13.1.3a).

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: congratulated the Clerk on the achievement of BA (Hons), First Class, in Community Governance after six years study, and remarked that the qualification to that level is rare in Wales. The Clerk thanked Council for its support and part funding.

- b) Cllr M Whittall: informed Members of a recent hill fire at Old Churchstoke, between Upper Aldress and Cwmdulla, and raised the idea of a community council local risk assessment/ emergency plan. The Clerk advised such an item is topical in the sector and would need discussion with county council emergency planners.

14.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.

- Powys CC: Sustainable Resources Strategy
- Vale of Montgomery Rural Cluster
- OVW: Area Committee survey.

14.3 Date of next meeting: 27th February 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 – 8.57pm.

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

 01a - OVW - You deserve an award OVW National Awards 30 Apr'25 - 100125.pdf
 01b - OVW - Nomination Guide Awards Conference 2025.pdf
 01c - OVW - Awards Conference 2025 Flyer.pdf
 02 - OVW - Celebrate successful One Voice Wales event at Senedd 27.11.24 - 070125.pdf
 03a - OVW - Cost of Living Crisis Project Information & Resources - 201224.pdf
 03b - OVW - Cost of Living Crisis Project 'Working With Partners To Deliver Cost of Living Support to Your Community' Webinar - 170125.pdf
 04 - OVW - Job advert - North Wales Development Officer 13-12-24 - 020125.pdf
 05a - Aber Uni - Participate in new important Wales community resilience research - 100125.pdf
 05b - Aber Uni - Local Policy and Innovation Partnership Community Survey Information Sheet.pdf
 05c - Aber Uni - January reminder.pdf
 06 - FGCW - Long-term Thinking Training - 230125.pdf
 07a - Ystadau Cymru - IMPORTANT Asbestos Awareness Training Save the Dates - 100125.pdf
 07b - Ystadau Cymru - Duty to Manage Asbestos in Premises Briefing.pdf
 07c - Ystadau Cymru - Asbestos-Management-Guidance-Non-Schools.pdf
 08 - Llais Y Goedwig - Networking Days local to you - 140125.pdf

Appendix 2: General correspondence received circulated post meeting

 01 - R George MS - January Newsletter From Russell George MS - 030125.pdf
 02 - RBL - Poppy Appeal 2025 Churchstoke - 090125.pdf
 03a - WGov - Innovating Democracy Advisory Group Applications for members open - 200125.pdf
 03b - WGov - Written Statement Innovating Democracy Advisory Group.pdf
 04 - OPCC - Invitation Evidence-Based Policing Conference 2025 - 130125.pdf
 05 - Powys CC - Memorial Safety Welsh and English - 231224.pdf
 06a - PTHB - Meeting in Public of Board of Powys Teaching Health Board 10 Jan'25 - 070125.pdf
 06b - PTHB - Information from Powys Teaching Health Board - 100125.pdf
 07a - SaTH NHS Trust - Your latest hospital update - 230125.pdf
 07b - SaTH NHS Trust - Latest news and ways to GetInvolved at SaTH - 230125.pdf
 08a - SpArC - at 50 - WHAT A YEAR - 110125.pdf
 08b - SpArC - Invitation - POOL CAMPAIGN GRAND FINALE - 180125.pdf
 09a - PAVO - Welshpool Llanfair Montgomery locality network mtg 12 Mar'25 10.30am online - 130125.pdf
 09b - PAVO - Minutes of meeting 12 December 2024 - 090125.pdf
 09c - PAVO - 12.12.24 Welshpool, Llanfair & Montgomery Locality Network notes.pdf
 10a - MWWFRS - Calon Tan Yearly Roundup - 201224.pdf
 10b - MWWFRS - Save The Date - Recruiting - 060125.pdf
 10c - MWWFRS - One Day to Go - 190125.pdf
 10d - MWWFRS - Supports Register my Appliance week - 200125.pdf
 11 - Play Wales - January e-bulletin - 160125.pdf