



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

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

Clerc i'r Cyngor | Clerk to the Council: E J Humphreys MA Oxf, CiLCA, FSLCC

**MINUTES of FULL COUNCIL ORDINARY BUSINESS MEETING
on Wednesday 24th July 2019**

commencing upon the rising of the preceding Green Grants Committee
at Churchstoke Community Hall.

1.0 Attendance, Apologies for Absence, Dispensations, and Declarations of

Members' Interests: to record attendance, to receive and resolve if desired on apologies for absence, 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 (papers 1a-b previously circulated).

Attendance: Cllr D L Powell (Chairman), Cllr G Frost, Cllr G Jameson, Cllr J Jones, Cllr R K McLintock, Cllr B L Smith (Vice-Chairman), Cllr C P Smith, Cllr J N Wakelam, Cllr D N Yapp.

Apologies for absence approved by Council: None.

Other apologies for absence reported to the meeting: Cllr A Richards.

Other Members not present: Cllr M J Jones.

In attendance: E J Humphreys (Clerk to the Council).

Declarations of Members' interests: Members declared personal/ prejudicial interests at the start/ during the meeting as follows:

| Agenda Number | Item | Councillor | Nature of Declaration |
|---------------|-----------------------|-------------|--------------------------------------------------------------------------------------------------|
| 5.5 | Planning Applications | J N Wakelam | Personal not prejudicial interest in application 19/1051/VAR working for accountant to applicant |

2.0 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 to the Council no later than 15 minutes prior to the start of the meeting.

None.

3.0 Minutes of Meetings

3.1 To approve & sign the minutes as a correct record of the Council Ordinary Business Meeting 26th June 2019 at Hyssington Village Hall (paper 3.1 previously circulated).

The minutes of the Full Council Ordinary Business Meeting 26th June 2019 at Hyssington Village were reviewed.

RESOLVED:

The minutes of the Full Council Ordinary Business Meeting 26th June 2019 at Hyssington Village Hall are approved and signed as a correct record.

- 3.2 Matters Arising from Minutes for Information: to report matters arising for information from the minutes of the Full Council Ordinary Business Meeting 26th June 2019 at Hyssington Village Hall.
None.

4.0 Governance:

- 4.1 Electoral Matters: Hyssington Ward: further to the elections 4th May 2017 and the Declaration of Intent to Co-Opt dated 8th May'17, to receive nominations and to co-opt to fill the 1 remaining vacancy on the council for Hyssington Ward. The Chairman reminded Members of the remaining vacancy in Hyssington Ward following elections on 4th May 2017, and of publication of intent to co-opt. The Clerk reported no expressions of interest have been received.

Action – Members to seek

5.0 Planning Matters

5.1 Planning Specific Correspondence:

5.1.1 Ref: 19/0519/FUL at Corndon Manor:

- a) From a member of the public: to receive copy correspondence from a member of the public to the Planning Authority (paper 5.1.11 previously circulated).
Council received a copy of correspondence sent by a member of the public to the planning authority regarding traffic information on planning application 19/0519/FUL. The Clerk reminded Council that CCC has already made its response to object. Noted.
- b) From Powys CC: to receive notice that the application is to be heard by Planning, Taxi Licensing and Rights of Way Committee on 1st August, at County Hall from 10am.
Council received notice that the application is to be heard by the committee on 1st August, at County Hall from 10am at which there is right for objectors to address the committee.

RESOLVED:

CCC authorises Cllr G Frost to attend the Planning, Taxi Licensing and Rights of Way Committee on 1st August, at County Hall to address the committee regarding CCC's objections to application 19/0519/FUL at Corndon Manor.

Action – Clerk to process
Cllr G Frost to attend

- 5.1.2 Planning Aid Wales: to receive and circulate for information planning specific correspondence as will be brought to the attention of the council by the Clerk
None.

- 5.1.3 Other Planning Specific Correspondence: to receive and circulate for information other planning specific correspondence as will be brought to the attention of the council by the Clerk.
None.

5.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in the community council area (papers 5.2 previously circulated).

Council received notice of Powys CC planning determinations as follows:

| Ref. | Site | Powys CC Decision |
|-------------|----------------------------|-------------------|
| 19/0735/HH | 1 Hill View, Chirbury Road | Approve |
| 18/1107/DIS | Lynwood, Churchstoke | Approve |
| 19/0863/TPO | Fir Court, Churchstoke | Refuse |

5.3 Planning Inspectorate Appeals: Notice(s) of Appeal: to receive & resolve responses to Notices of Planning Appeal including but not limited to those listed below. Later Notices will be considered at the discretion of the Chair.

| Ref. | Appellant | Site | Description |
|-------|-----------|------|-------------|
| None. | | | |

5.4 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 will be considered at the discretion of the Chair.

| Ref. | Applicant | Site | Description | rec. |
|-------|-----------|------|-------------|------|
| None. | | | | |

5.5 Planning Applications: 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 will be considered at the discretion of the Chair.

Declarations of Members' Interests:

- Cllr J N Wakelam declared a personal not prejudicial interest in application 19/1051/VAR.

Council considered planning applications consultations as below.

RESOLVED:

Council responds to consultations by Powys CC on planning applications as follows:

| Ref. | Applicant | Site | Description | rec. |
|-------------|-------------------------------------------------|---------------------------------|--------------------------------------------------------------------------------------------------|------|
| 19/1051/VAR | Jason Price, Buttercup House, Churchstoke | Buttercup House, Churchstoke | Discharge of S106 agreement attached to permission M/2006/1182 relating to occupancy | O* |

**19/1051/VAR: Churchstoke Community Council objects to the application for reason that:*

- *the application appears to be concerned with lifting restrictions on cost of housing and the perceived potential value of this property, rather than restrictions on local need, and*
- *the community council considers that affordable housing in the community is important and therefore does not wish to see loss of an existing affordable housing provision to which the occupants agreed, and which is index linked to Nationwide Building Society Index.*

Action – Clerk to process

5.6 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 will be considered at the discretion of the Chair.

| Ref. | Applicant | Site | Description | rec. |
|------|-----------|------|-------------|------|
| None | | | | |

5.7 Planning Enforcement:

5.7.1 From Powys CC to CCC: to report for information, planning enforcement matters within the community (if any).

| Ref./ Site | Description |
|------------|-------------|
| None. | |

5.7.2 From CCC to Powys CC: to report for information, planning enforcement matters within the community.

The Chairman invited Members to bring forward planning enforcement matters.

RESOLVED:

CCC will write to enquire with the planning office and portfolio holder on all CCC's outstanding enforcement queries.

Action – Clerk to process

6.0 One Voice Wales/ Society of Local Council Clerks, Guidance Notes: to receive reports of AGM/ conference/ area meetings/ guidance notes/ training/ correspondence.

6.1 OVW: Annual Conference & AGM Sat 5th Oct'19: to receive details and resolve if desired on councillors' attendance at the conference and AGM as approved duty (papers 6.1a-d previously circulated).

Council received notice and agenda for the Annual Conference and AGM at which the keynote speaker will be Hannah Blythyn AM, Deputy Minister for Housing & Local Government, and a speaker from the Institute of Welsh Affairs on preparation for a launch of the Understanding Welsh Places your Places website the following week. The Clerk recommended attendance to keep up to date with developments in the sector.

RESOLVED:

CCC asks and authorises Cllr M J Jones to attend the AGM on Sat 5th October at Pontrhydfendigaid.

Action – Clerk to process
Cllr M J Jones to attend

6.2 Other OVW/SLCC Correspondence: to receive and circulate for information other correspondence received from/via OVW/SLCC as will be brought to the attention of the council by the Clerk.

The Clerk reported other 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 circulate documents post-meeting

7.0 Hyssington Village Green: to report, and resolve if desired, from the Friends of the Green and Horsewell (FOTGAH) on its works to the Green and preparation of draft arrangements with CCC for registration (Cllr R K McLintock).

Cllr R K McLintock reported constructive progress meetings with neighbours to the Green and representatives of FOTGAH and described a short plan of actions for parties:

- define boundaries by all parties
- that the short-term objective is work to prune back trees
- request for another quotation for arboricultural pruning
- that neighbours are present during pruning works
- renew planning permission for pruning works
- FOTGAH may have access to a local legal adviser who could help with another attempt at registration.

Action – Cllr R K McLintock to continue to liaise with parties

Council also noted with concern the parking on the village green of vehicles which appear to be associated with the development of land adjacent to the green

RESOLVED

CCC will write to the developer of the land adjacent the village green in Hyssington to ask that they, and their contractors and visitors, avoid parking on the green and instead park within the development site.

Action – Clerk to process

8.0 Recreation

8.1 Children's Playground: to receive the annual playground RoSPA standard inspection report and to resolve to authorise the Clerk to commission items of maintenance accordingly (paper 8.1 previously circulated).

Council received the inspection report and Clerk's advice on costs of fixtures and fixing tools from supplier to carry out the three low risk maintenance items indicated in the report

RESOLVED

CCC authorises repairs to items identified in the inspection report, and the Clerk to purchase fittings and fixing tools from the equipment supplier and to commission fitting.

Action – Clerk to process

8.2 WW1 Commemorative Benches: to receive a verbal report from the Chairman and the Clerk on discussion with Powys CC Highways Officers on an alternative location for the new bench at Churchstoke and to resolve on installation. The Chairman reminded Members of the objections by the Highways Authority to placing the bench at the A489 bus stop for road safety reasons. The Chairman and Clerk reported on meeting highways authority officers on site to consider their objections to placing the bench at the A489 bus stop and to seek potential alternatives for council decision, and that highways officers would have no objection to installation at Belle Vue.

RESOLVED

CCC will site the new commemorative bench at Belle Vue adjacent to the Yew Tree, and Clerk to commission installation.

Action – Clerk to process

8.3 Recreation Field Fencing: to consider the capital project and to resolve to authorise the Clerk to prepare and issue tenders for works for decision at August meeting (paper 8.3 previously circulated). Council received the draft specification for tender and considered minor amendments.

RESOLVED

CCC authorises invitation to tender as outlined in the draft specification with

- amendment to dismantling of fence (approx. 2.2m not approx. 2.8m)*
 - addition of requirement to move the dog waste bin outside the new fence line*
 - addition of Clerk's contact telephone number*
- for decision at the August meeting.*

Action – Clerk to process

8.4 Finger Post at Belle Vue: to consider the capital project and to resolve to authorise the Clerk to seek permissions of highways and planning authorities and quotations for works for decision at August meeting (paper 8.4 previously circulated). Council received the draft project task list for works to restore the finger post and considered application for grant funding. The Clerk advised that seeking grant funding might introduce additional and unpredictable delays.

RESOLVED

CCC will seek permissions of highways and planning authorities, quotations for works, and applications for grant, for decision at the August meeting.

Action – Clerk to process

8.5 Grass-cutting: to receive correspondence from a member of the public regarding North Walk, and to resolve, if desired, accordingly (paper 8.5 previously circulated). Council received correspondence from a member of the public regarding grass-cutting incomplete at North Walk. The Clerk advised that CCC's specification includes grass cutting at North Walk.

RESOLVED

CCC reminds the contractor to adhere to the requirements of the specification and authorises the Clerk to take action within the terms of contract accordingly.

Action – Clerk to process

9.0 Finance

9.1 Finance Specific Correspondence: to receive finance specific correspondence for information as will be brought to the attention of the council by the Clerk.

None.

9.2 Items Received Since Last Meeting: to report.

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

| Payer | Description | £ |
|----------------------|--------------------------------|----------|
| HM Revenue & Customs | VAT reclaim 2018-19 | 1,812.85 |
| E J Francis | Cemetery burial fee (plot 456) | 190.00 |
| NatWest Bank | Gross interest Jun'19 | 5.68 |
| Total | | 2,008.53 |

9.3 Items for Payment: To resolve to approve items for payment as follows:

The Clerk referred Members to the items listed for payment.

RESOLVED:

CCC authorises payments as follows:

| Chq | Payee | Description | £ex vat | £vat | £total |
|-------------------------------------------|------------------------------|-------------------------------------------------|-------------------------------|-------------|---------------|
| 1218 | E J Humphreys | Admin exp Q1 Apr-Jun'19 | 359.64 | 22.16 | 381.80 |
| 1219 | Churchstoke Recreation Assoc | Room Hire Aug-Dec'18 & playground bins 20 weeks | 100.50 | 0.00 | 100.50 |
| 1220 | Churchstoke Recreation Assoc | Room Hire Jan-May'19 & playground bins 26 weeks | 118.50 | 0.00 | 118.50 |
| <i>Sub-total for payment this meeting</i> | | | <i>578.64</i> | <i>0.00</i> | <i>600.80</i> |
| 1221 | E J Humphreys | Clerk net salary Jul'19 | <i>As employment contract</i> | | |

Action – Clerk to process

9.4 Financial Balances: Consolidated Bank Balances: to report consolidated balances to date after sweep, receipts & payments.

The Clerk reported on the M&G quarterly statement for 1st Apr to 30th Jun'19:

| Fund | Number of shares | Share Price (p) | Value at 30/06/2019 (£) |
|-----------|------------------|-----------------|-------------------------|
| Charibond | 100 | 123.92 | 123.92 |

The Clerk reported on gross, ring-fenced funds & net available bank balances as follows:

| Item | Current acc. £ | Reserve acc. £ |
|-------------------------------------|----------------|----------------|
| Gross balances | 1,000.00 | 34,892.65 |
| Less consolidated ring-fenced funds | 0.00 | 10,236.43 |
| Net balances available | 1,000.00 | 24,656.22 |

10.0 Highways & Rights of Way

10.1 From Powys CC/ Shropshire Council to CCC: to report for information general maintenance matters, if any (paper 10.1 previously circulated).
The Clerk reported correspondence from Powys CC/ Shropshire Council as follows:

- a) A488 at Colebatch: road closed during flooding indicates that culvert may need clearing. Shropshire Council replies that the job has been logged with the relevant Department for action.

10.2 From CCC to Powys CC/ Shropshire Council: to report and resolve if desired, general maintenance matters, if any.

- a) A490 Churchstoke to Chirbury near Calcot Farm: water drains across the road; there having been a recent incident of a vehicle 'aquaplaning' with considerable damage to vehicle.

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: in the absence of County Councillor M J Jones there was no report.
- b) Shropshire Council: no report.

12.0 Correspondence

12.1 Other general Correspondence: to receive and circulate for information other 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 circulate documents post-meeting

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

13.1 Chairman's Announcements: to receive announcements from Chairman and Members for information.
None.

13.2 Items for Future Agenda: to bring forward items for consideration for future agenda.

- a) Recreation: Quotations for Tree Works at Recreation Field and at Belle Vue.

Action – for Sept agenda

13.3 Next meeting: Full Council Ordinary Business Meeting 28th Aug'19, 7.30pm, at Churchstoke, the meeting in August being planning, finance and urgent matters only.

14.0 Confidential Session Exclusion of Public and Press

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:

In accordance with the Public Bodies (Admission to Meetings) Act 1960 (2) the Council 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 – 9.06pm

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

-  01 - OVW - News Bulletin Jul'19 - 180719.pdf
-  02 - WGov - Minister's Written Statement Non-Domestic Rates Relief for Public Lavatories - 030719.pdf
-  03 - OPCW - P is for People questionnaire - 170719.pdf
-  04a - WGov - Consultation Events National Strategy Flood & Coastal Erosion Risk Management - 190719.pdf
-  04b - WGov - Consultation Events National Strategy Flood & Coastal Erosion Risk Management webpage.pdf

Appendix 2: Other general correspondence received circulated post meeting

-  01 - WGov - Minister's Written Statement Non-Domestic Rates Relief for Public Lavatories - 270619.pdf
-  02a - R George AM - News from Russell George AM - 040719.pdf
-  02b - R George AM - Advice Surgery Dates Summer 2019 - 120719.pdf
-  03 - Powys PSB - Engagement Town & Community Councils 19th Sep'19 - 190719.pdf
-  04 - MWWFRS - Summer 2019 Magazine - 010719.pdf
-  05a - Powys CHC - Full Council AGENDA - 020719.pdf
-  05b - Powys CHC - Montgomeryshire Local Committee Agenda 04.0719.pdf
-  06 - Play Wales - e-bulletin July 2019 - 020719.pdf