



**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 Tuesday 24th September 2019, 7.30pm
at Hyssington Village 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 J Jones, Cllr M J Jones, Cllr R K McLintock, Cllr A Richards. Cllr B L Smith (Vice-Chairman), Cllr C P Smith, Cllr J N Wakelam, Cllr D N Yapp.

The Chairman welcomed members of local organisations and clubs.

Apologies for absence approved by Council: None.

Other apologies for absence reported to the meeting: Cllr G Jameson.

Other Members not present: None.

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
None			

- 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 Presentation of Green Grants Awards 2019:** to welcome representatives of grant recipient organisations to receive the Green Grants 2019.
The Chairman welcomed representatives of the Green Grant recipient organisations and reminded Council and recipients of the success of the scheme since 2002, awarding £38,759.67 in 153 awards to 33 separate organisations.

Grants were presented to:

Organisation	£ award	Item description
Churchstoke Bowling Club	250.00	treat & feed the green to promote growth & improve the playing surface
Hyssington Village Institute	250.00	contribution to a project to improve amenity land in centre of village
Churchstoke Rainbows	250.00	contribution towards a coach to take the girls on a trip & training for leaders
Churchstoke Brownies	250.00	contribution towards a coach to take the girls on a trip & training for leaders
Total	1,000.00	

The recipient organisations all agreed to photographs of the presentations being taken and posted to the council website.

The Chairman encouraged people to recycle, which brings funds into the scheme. The Chairman also thanked Delfin Investments for generously hosting the site, and for maintaining cleanliness around the collection banks.

4.0 Minutes of Previous Meetings: to approve & sign the minutes as a correct record:

- 4.1 Council Ordinary Business Meeting 28th August 2019 at Churchstoke Community Hall (paper 4.1 previously circulated).
The minutes of the Council Ordinary Business Meeting 28th August 2019 at Churchstoke Community Hall were reviewed.

RESOLVED:

The minutes of the Council Ordinary Business Meeting 28th August 2019 at Churchstoke Community Hall are approved and signed as a correct record.

- 4.2 To report matters arising for information from the minutes of the Ordinary Business Meeting 28th August 2019 at Churchstoke Community Hall.
- 4.2.1 (6.3) Banking Arrangements
The Clerk reported that the application for on-line banking has been submitted, but CCC awaits confirmation whether security can be restricted to balance/ transaction enquiries and for internal transfers.
- 4.2.2 (9.2.1) Recreation: Recreation Field Fencing
The Chairman reported that fencing work is in progress at the Churchstoke Recreation Field.

5.0 Governance: 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

6.0 Planning

6.1 Planning Specific Correspondence:

6.1.1 Planning Aid Wales: Training Opportunities: to receive details and resolve attendance (paper 6.1.1 previously circulated).

Council received details of training opportunities. Noted.

6.1.2 Other Planning Specific Correspondence: to receive and circulate for information such 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 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
19/0519/FUL	Corndon Manor, White Grit	Approve

6.3 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 may be considered at the discretion of the Chair:

Ref.	Appellant	Site	Description
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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.
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None.

6.5 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 may be considered at the discretion of the Chair:

Ref.	Applicant	Site	Description	rec.
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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.
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None.

6.7 Planning Enforcement:

6.7.1 From Powys CC to CCC: to report for information, planning enforcement matters within the community (paper 6.7.1 previously circulated). Council received a reply from Powys CC Planning Services in response to CCC's chase of outstanding enforcement matters (summarised in appendix 1). Noted.

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

Ref./ Site	Description
None.	

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

7.1 OVW: Environment (Wales) Act 2016: to receive guidance on the council's duties under the Act, and to resolve accordingly (paper 7.1a-e previously circulated)

The Clerk reported recent legislation recently brought to the attention of the community & town council sector and guidance provide by OVW, outlining duties on CCC to prepare and publish a plan setting out what it proposes to do to comply with the duty to 'Maintain and Enhance Biodiversity' within its current work areas and to report on what it has done to comply with the duty by the end of 2019 and then every three years after this date.

The Clerk indicated that this does not introduce a new environmental project or operation to the council but requires a new way of working for existing work, and invited Council's contributions to a plan and report.

7.2 OVW: Montgomeryshire Area Committee: to receive agenda and papers for the area committee meeting 24th Sep'19 at Newtown (papers 7.2a-e previously circulated)

Council received the agenda and papers. Cllr M J Jones, CCC's representative, indicated he is unable to attend due to coincidence of date with this council meeting.

7.3 OVW: OVW Conference & AGM 5th Oct'19: to receive the motions for debate and resolve, if desired, on guidance for CCC's representative (papers to follow when received).

Council noted that motions for debate have not yet been received.

7.4 OVW: Training Opportunities: to receive details and resolve attendance (papers 7.4a-b previously circulated).

Council received the calendars of training opportunities for Mid and North Wales, and the Clerk urged all Members to take the opportunity of training. Noted.

7.5 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 2.

Action – Clerk to process

8.0 Recreation

8.1 Finger Post at Belle Vue: to update Council on responses to date to its enquiries.

The Clerk reported on information received, information sought from Powys CC highlighting:

- Draft direction fingers are on the council's website though no comments or suggestions on the draft have been yet received from the public to the Clerk
- Highways Authority replies:
 - the fingerpost is still a highways sign and remains the property of the highways authority
 - no plans by the authority to restore fingerpost
 - it can allow, under licence, for the Community Council to restore or your council could fund the authority to so do
 - being a vehicular direction sign, only town/village/hamlet names, a local road name, or local destinations (with or without distances) can be included
 - being a restoration, it may diverge from the current standard styles
 - The Welsh Language standards refer to putting up new or replacement signs, and doesn't, appears to mention repairing existing/historical signs. It is important to class this project as a historic restoration to justify the argument for replication "English text only" signs without breaching the bilingual signing standards.
 - To note that the fingerpost sign is being renovated for heritage/historical purposes, and that the existing modern bilingual road signage at this junction will continue to remain in situ for the purposes of directing highway traffic. Thus, the defibrillator and other destinations that did not feature on the original sign cannot be part of an "English text only" sign restoration project
- Planning Authority replies:
 - Planning Permission not required
 - Conservation Area Permission not required.

Members reported favourable feedback from members of the public, but no firm information on direction fingers.

The Clerk asked Council to confirm its intent to proceed to allocate time and money to the restoration in the light of this information.

RESOLVED

CCC continues to welcome feedback and information until the October meeting at which it will agree a specification for tender so that costed debate and decision whether to proceed with restoration of fingerpost can be made in November.

Action – Clerk to process

8.2 Defibrillator at Hyssington: to recap the situation and to resolve accordingly (Cllr R K McLintock).

Cllr R K McLintock reminded Council of its commitment (Jul'17) to acquire & install a defibrillator (Automated External Defibrillator AED) for Hyssington. The Clerk confirmed that CCC has been awaiting confirmation from the Village Institute that it is still in favour of placing the AED at the village hall, before it proceeded, and that a reply had been received this day. The Clerk reminded

Council that funds will need to be taken from reserves as they were allocated to the 2018-19.

RESOLVED

CCC notes that the Hyssington Village Institute confirms that a defibrillator can be placed in the outside porch at the Village Hall, and will proceed with grant application, procurement and installation with funding from reserves.

Action – Clerk to process

- 8.3 Notice Board at Hyssington: to consider and resolve relocation of the notice board from the Methodist Chapel (Cllr G Frost).
Cllr G Frost reminded Council that the existing Hyssington Notice Board is located on the Methodist Chapel now in private ownership and recommended that Council finds a new location.

RESOLVED

CCC will move the Hyssington Notice Board from the Methodist Chapel to the foot of Gorsty Lane adjacent BT Telephone Kiosk facing the Old Post Office.

Action – Clerk to process

- 8.4 Tree works: to resolve a specification for arboriculture survey (paper 8.4 previously circulated).
Council received the draft specification for tender and considered amendments.

RESOLVED

CCC seeks quotations from qualified Arboriculturalists, as outlined in the draft specification with addition of corner trees at the cemetery and the 'Large Oak Tree at the Allotments', deletion of 'Trees in Children's Playground' and deletion of 'Cherry Tree at Hyssington' (already surveyed by Friends of the Green and Horsewell), for decision at October meeting.

Action – Clerk to process

- 8.5 Village Green at Hyssington: 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 indicated there is nothing further to report at present.

9.0 Consultations

- 9.1 Powys CC: Budget Position: to receive and resolve a response of desired to the consultation (papers 9.1a-e previously circulated).
The Chairman referred Members to the consultation papers. The Clerk reported that though the deadline is 15th September, Powys CC acknowledges that community & town councils may not meet in August so will accept contributions from their September meetings.

RESOLVED

CCC does not wish to respond to the consultation.

- 9.2 Welsh Government: Survey Digital Mechanisms: to delegate the response to the Clerk (papers 9.2a-b previously circulated).

The Chairman referred Members to the consultation papers. The Clerk reported that the consultation is factual rather than one seeking political opinion so recommended delegation of the response to the Clerk.

RESOLVED

CCC delegates its response to the Welsh Government Survey of Digital Mechanisms to the Clerk.

Action – Clerk to process

10.0 Finance

10.1 Finance Specific Correspondence:

10.1.1 M&G Investments: to receive information and resolve regarding conversion of the council's holding in the Charibond Charities Fixed Interest Common Investment Fund to a Charity Authorised Investment Fund (paper 10.1.1 previously circulated).
The Chairman referred Members to the information from M&G to convert the Charibond Charities Fixed Interest Common Investment Fund to a Charity Authorised Investment Fund. The Clerk reminded Council that it owns 100 units paying interest of approximately £2.80pa.

RESOLVED

CCC does not wish to vote on the conversion of the Charibond Charities Fixed Interest Common Investment Fund to a Charity Authorised Investment Fund.

10.1.2 Other Finance Correspondence: to receive and circulate for information such correspondence as will be brought to the attention of the council by the Clerk.
None.

10.2 Items Received Since Last Meeting: to report.

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

Payer	Description	£
M&G Investments	Charibond dividend May-Jul'19	0.70
Powys CC	2 nd instalment precept 2019-20	7,529.00
NatWest Bank	Gross interest Aug'19	5.67
Total		7,535.37

10.3 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
1232	Mr J W A Jones	Disc-seeding of recreation field	723.20	0.00	723.20
1233	Gloversure Ltd	Hosting website & renewal of domain & email accounts	145.00	29.00	174.00
1234	HM Revenue & Customs	PAYE Q2 Jul-Sep	50.80	0.00	50.80
<i>Sub-total for payment this meeting</i>			919.00	29.00	948.00
1235	E J Humphreys	Clerk net salary Sep'19	<i>As employment contract</i>		

Action – Clerk to process

- 10.4 Financial Balances: Consolidated Bank Balances: to report consolidated balances to date after sweep, 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	38,631.27
Less consolidated ring-fenced funds	0.00	10,672.93
Net balances available	1,000.00	27,958.34

- 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 as follows:
- A motion of no confidence in the Portfolio Holder for Education will be debated tomorrow 25th Aug'19
 - Two resignations from the Cabinet today 24th Aug'19 in response to the difficulties in the education service.
- b) Shropshire County Council: no report.

12.0 Correspondence

- 12.1 Montgomeryshire Community Regeneration Association (MCRA): to receive an invitation to MCRA Centenary Conference on Recreation Wed 9th Oct, 7pm, and to resolve attendance (paper 12.1 previously circulated).
Council received an invitation to MCRA Centenary Conference on Recreation Wed 9th Oct, 7pm.

RESOLVED

CCC does not wish to attend the MCRA Centenary Conference on Recreation Wed 9th Oct, 7pm.

Action – Clerk to process

- 12.2 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 3.

Action – Clerk to process

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.
- a) Chairman: reminded Members that Council will consider the Budget Panel's 1st draft 2020-21 budget in November, and invited Members to bring forward Capital and Revenue proposals for debate at the October meeting.

- b) Cllr J N Wakelam: reported that grass cutting has taken place this week, but two areas have been left uncut (opp. Orchard Close and the grass sloping edge on the grass at the A489 lay-by).

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

13.3 Next meeting: Full Council Ordinary Business Meeting Tue 22nd Oct'19, 7.30pm, at Churchstoke.

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 – 8.56pm.

Appendix 1: Planning Enforcement reply from Powys Planning Services

- *M/2003/1168 (Land adj Hyssington Village Green) – I would advise that this investigation is still ongoing. I understand that the Case Officer intends to undertake a further site visit shortly to assist the gathering of evidence which will thereafter inform an appropriate course of action. I will ask that the Case Officer provides you with confirmation when this site visit has been undertaken together with his observations.*
- *BOC/2017/00025 (Plot to rear of Court House Hotel Churchstoke) – Unfortunately the Case Officer has been unable to secure a meeting with the landowners as indicated within my earlier correspondence. I will however ask that this investigation is prioritised and a meeting scheduled as soon as possible.*
- *OPDE/2017/00246 (Land at Glebe, Old Churchstoke) – The Case Officer is still in the process of gathering evidence to inform his assessment of appropriate action. I understand that there is uncertainty regarding potential immunity which needs to be addressed.*
- *USE/2016/00019 (Pleasant View, Pentre) – I would advise that a further Planning Contravention Notice was issued by the Local Planning Authority in order to establish activity at the site. The response received confirms that a home boarding/grooming enterprise is being operated from the site however based upon the number of dogs accommodated (maximum of 4), Officers do not consider that this would amount to a material change of use and therefore have concluded on this basis that planning permission would not be required. Whilst noting that one of the outbuildings is unauthorised, given its scale and location, it is not considered expedient to pursue enforcement action in this respect. In light of the evidence secured, I would advise that it is likely that this case will be closed.*
- *OPDE/18/0239 (Adj The View, Churchstoke) – I would advise that the Case Officer has prepared his report which is currently with me to review. I am however hopeful that this case will be resolved within the next 14 days.*

Appendix 2: One Voice Wales/SLCC correspondence circulated post meeting

- 01 - OVW - News Bulletin Sep'19 - 190919.pdf
- 02 - WAO - GPX Event Sep'19 Making an Equal Wales a Reality - 100919.pdf
- 03 - Carnegie Trust - News from Carnegie UK Trust - 110919.pdf

Appendix 3: Other general correspondence received circulated post meeting

- 01a - Powys CC - Bus Passes - Information for Town & Community Councillors - 110919.pdf
- 01b - Powys CC - Bus Passes Ward Councillors Briefing Note.pdf
- 02a - OPCC - Community Councils - 230919.pdf
- 02b - OPCC - Letter Community Councillors Carmarthenshire and Powys.pdf
- 03 - R George AM - News from Russell George AM - 030919.pdf
- 04 - OPCW - Facebook - 030919.pdf
- 05 - Able Com Care - Free Do not knock door stickers - 030919.pdf
- 06 - Heart of Wales Line Forum - AGM June 2019 agenda - 170919.pdf
- 07a - Play Wales - Play Wales e-bulletin Sep'19 - 060919.pdf
- 07b - Play Wales - New Playful Communities guide - 110919.pdf
- 07c - Play Wales - Child-friendly communities new magazine - 180919.pdf