



**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, MILCM

**MINUTES of FULL COUNCIL ORDINARY BUSINESS MEETING
on Tuesday 24th October 2017, 7.30pm
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, and 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 note dispensations (papers 1a-b previously circulated).

Attendance: Cllr D L Powell (Chairman), Cllr J Jones, Cllr M J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith, Cllr C P Smith, Cllr D N Yapp.

The Chairman welcomed members of the public.

Apologies for absence approved by Council: None.

Other apologies for absence reported to meeting: Cllr J N Wakelam.

Other apologies for absence received not reported to meeting: None.

Other Members not present: None.

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

Dispensations: Current dispensations can be found on the council's website.

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

Agenda Number	Item	Councillor	Nature of Declaration
6.4	Planning Applications	M J Jones	Personal and prejudicial interest as Member of Powys CC Planning Committee
6.4	Planning Applications	D N Yapp	Personal and prejudicial interest in application AGRI/2017/0076 as family member of 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.

2.1 Agenda Item 6.4 Planning Applications (application AGRI/2017/0076).

Mrs Anne Tulett addressed Council concerning the planning application, highlighting her reasons for objection including:

- Being a business development adjacent to a private dwelling at Upper Brynkin
- An overbearing development next to a dwelling
- Loss of light and visual amenity for the dwelling
- Possibility noise and fumes from business use of the development
- Other options that might be available to the applicant further away from the dwelling.

The Chairman thanked Mrs Tulett for addressing the Council.

3.0 Minutes of Meetings: to approve & sign the minutes of the Full Council Ordinary Business Meeting 26th Sep'17 at Churchstoke Community Hall as a correct record (paper 3 previously circulated).

The minutes of the Full Council Ordinary Business Meeting 26th Sep'17 at Churchstoke Community Hall were reviewed.

RESOLVED:

The minutes of the Full Council Ordinary Business Meeting 26th Sep'17 at Churchstoke Community Hall are approved and signed as a correct record.

4.0 Matters Arising from Minutes for Information: to report matters arising for information from the minutes of the Full Council Ordinary Business Meeting 26th Sep'17 at Churchstoke Community Hall.

None.

5.0 Electoral Matters:

5.1 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 2 remaining vacancies on the council for Hyssington Ward.

The Chairman reminded Members of the two remaining vacancies in Hyssington Ward following elections on 4th May, and of publication of intent to co-opt. Members brought forward no nominations and the Clerk reported that no expressions of interest have been received.

Action – Members to seek

5.2 Churchstoke Ward: further to Co-Option 26th Sep'17, to report from the elections office and to resolve delayed acceptance of office.

The Clerk reported that the elections office indicates that Mr G Jameson will be added to the electoral register on 1st Dec, and that acceptance of office cannot be signed until that date.

RESOLVED:

CCC permits delaying of acceptance of office by Mr G Jameson until the December 2017 meeting.

6.0 Planning Matters:

6.1 Powys CC: Powys Local Development Plan (LDP): to consider the public consultation on matters arising changes from the inspection, closing 30th October, and resolve a response if desired, (details at

<http://www.powys.gov.uk/en/planning-building-control/local-development-plan/ldp-stages/> and papers 6.1a-e previously circulated).

The Chairman referred Members to the consultation papers, and in particular to the references to Churchstoke community in the papers.

RESOLVED:

CCC does not wish to respond to the consultation on Powys LDP Matters Arising Changes.

6.2 Planning Specific Correspondence: to receive, for information, other planning specific correspondence, if any (inc. paper 6.2 previously circulated).

6.2.1 Planning Aid Wales: Training: Council received details of training, 'An Introduction to Planning' on Tuesday 17th Oct'17, 18:30 to 21:00, at Theatre Clwyd, Mold cost £35. Noted.

6.2.2 Planning Aid Wales: Training: Council received details of a free planning training workshop for Community & Town Councillors, with a focus on planning applications, to be held at the Elephant & Castle Hotel, Newtown, on Tue 21st Nov'17. Cllr C P Smith and Cllr A Richards expressed an interest, and indicated that would inform the Clerk post-meeting.

Action – Cllr C P Smith &
Cllr A Richards to inform Clerk
Action – Clerk to process

6.2.3 A Member of the Public: P/2017/1076: Council received a copy of representations made by a member of the public to the Powys CC planning authority, setting out objections to the application. Members agreed to consider the points when discussing the application at agenda item 6.4.

6.3 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in the community council area (papers 6.3a-b previously circulated.)

The Clerk reported notification of planning determinations by Powys CC as follows:

Ref.	Site	Powys CC Decision
P/2017/0111	Montgomeryshire Spring Water Co, Cross Likey, Churchstoke	Consent
P/2017/0579	Corndon, Churchstoke	Consent
P/2017/0603	1 Moonlight Barns, Upper Snead	Refuse
P/2017/0626	Brook House, Appletree	Consent
P/2017/0654	Land at The Firs, Churchstoke	Consent
P/2017/0705	Lynwood, Churchstoke	Consent

6.4 Planning Applications: to receive & resolve responses to consultations; full application(s) detail(s) at <http://www.powys.gov.uk/en/planning-building-control/search-view-and-comment-on-planning-applications/> including but not limited to those listed below. Later applications will be considered at the discretion of the Chair.

Declarations of Members Interest:

- Cllr M J Jones declared a personal and prejudicial interest in all applications and left the meeting for these items.
- Cllr D N Yapp declared a personal and prejudicial interest in AGRI/2017/0076 and left the meeting for this item.

RESOLVED:

CCC responds to planning application consultations as follows:

Ref.	Applicant	Site	Description	rec.
P/2017/1076	Mr G Roberts, Mid Wales Housing Association, Ty Canol, Fforrdd Croesawdy, Newtown	Orchard Close Churchstoke	Residential development of 28 dwellings, formation of estate road and all associated works/ infrastructure at Orchard Close Churchstoke	S*
AGRI/2017/0076	Mr G Grffiths, Tyddyn, Churchstoke	Tyddyn, Churchstoke	Erection of an extension to an existing agricultural building	O*
P/2017/1148	Mr Steve Cole, Cann Barn, Mellington	Cann Barn, Mellington	Erection of a two storey extension to existing barn conversion	S*

**P/2017/1076: CCC supports the application and would like to add the following comments for consideration:*

- CCC notes the size of the development and the potential impact on facilities in the village, so asks that if consent is granted that a S106 agreement for funding to enhance recreation facilities for the community is an integral part of planning conditions*
- CCC notes that part of the proposed development is outside the development boundary allocated for housing in the UDP, and therefore as it a departure from planning policy CCC assumes that the application will be called to Planning Committee for decision.*

**AGRI/2017/0076: CCC objects to the application for the following reasons:*

- Unacceptable proximity of the proposed business premises to the adjacent domestic dwelling*
- Loss of visual and lighting amenity for the adjacent domestic dwelling*
- Alternatives sites exist nearby for such a proposed business premises, which will have less adverse impact on the adjacent domestic dwelling.*

**P/2017/1148: CCC notes that the application as an extension to a previous barn conversion, but is unsure whether an extension to barn a conversion is permitted within planning policy. CCC would be of a mind to support the application if it falls within such policy.*

Action – Clerk to process

6.5 Applications for Works to Trees Subject to Tree Preservation Order or in a Conservation Area – to receive & resolve responses to consultations including:

RESOLVED:

CCC responds to application for works to trees consultations as follows:

Ref.	Applicant	Site	Description	rec.
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TREE/2017/0040	Mr Mark Swallow, The Bryn, Hyssington	The Bryn, Hyssington	Works to one tree in a conservation area	S
TREE/2017/0043	Mr D Pugh, Meadowbrook, Churchstoke	Castle Hill, Hyssington	Works to trees in a conservation area	S

Action – Clerk to process

6.6 Planning Enforcement: to report information from Powys CC planning office and on planning enforcement matters within the community.

The Clerk reported correspondence from the planning office as follows:

Ref./ Site	Description
None.	

The Chairman invited Members to bring forward planning enforcement matters and Members discussed planning enforcement matters.

RESOLVED:

CCC reports planning enforcement matter to the planning authority as follows:

Ref./ Site	Description
P/2012/0265	Plot to rear of Court House Hotel Churchstoke: Erection of 2. no detached dwellings together with formation of a new vehicular access <i>In Feb'17 CCC reported an unauthorised alteration to an entrance onto Wernddu Lane being used by construction traffic. Planning Officers replies of 7th and 16th Feb'17 indicate it under investigation.</i> <i>CCC notes that authorised access to the site has been constructed between The Court House Hotel and the Church as specified on the planning application. CCC cannot see the purpose of the unauthorised access to Wernddu Lane as proper access is in place, and asks again that planning officers conclude their investigation and take appropriate enforcement action.</i>

Action – Clerk to process

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

Council received correspondence and the Clerk highlighted as follows:

7.1 OVW: Annual Conference and AGM: to receive a verbal report of the event (Cllr M J Jones).

Cllr M J Jones reported on attendance at the Annual Conference and AGM Saturday 30th October 2017 at Llanelwydd, highlighting:

- Keynote speaker: Auditor General for Wales, Hugh Vaughan Thomas
- Keynote speaker: Cabinet Secretary for Finance and Local Government, Mark Drakeford, who highlighted the review of community and town councils taking place and the proposals for electoral reform in Wales
- Keynote speaker: Chief Executive One Voice Wales, Lyn Cadwallader, who highlighted the potential future role of community and town councils
- AGM and motions in the afternoon session.

7.2 OVW: Working Together in Clusters or Groups: to receive OVW enquiry (paper 7.2 previously circulated).

Council received an enquiry on whether it works together in clusters or groups, or if the council has been involved in discussions about forming such groups or clusters (for the purpose of working together), and whether or not these discussions have led to the implementation of such an arrangement in practice. The Clerk reminded Members of previous approaches regarding potential clustering by Montgomery, Newtown and Welshpool councils but that there seemed to be no appetite at CCC.

RESOLVED:

CCC asks the Clerk to reply to One Voice Wales outlining previous discussions regarding clustering, and that there is nothing in progress on the matter.

Action – Clerk to process

7.3 Other correspondence: to receive and circulate other correspondence received from/via OVW.

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

8.0 Cae Camlad Playground and New Play Area: to receive progress highlight report from the project team (Cllr D L Powell).

Cllr D L Powell reported continuing works dismantling the old playground equipment, with only the swings and rubber matting remaining. The Clerk reported correspondence on behalf of Churchstoke CP School reminding CCC of its lease obligation to return the playground into original condition, and of the council's interim reply. The Chairman reminded Members that CCC's lease is with the Powys CC Schools Service and not with the school, and that the council has sought a cost quote for 'making good'.

RESOLVED:

CCC will consider a quote for 'making good' for decision at November meeting and reply to the school to report progress and intent.

Action – Clerk to process

9.0 Cemetery: to receive a verbal report, and resolve if desired, on potential improvements and expenditure (Cllr B L Smith).

Cllr B L Smith reported two matters for attention

- a) The new compost bin has been outstanding for some time
- b) A notice board will be useful for display of cemetery notices and contact details for the council.

RESOLVED:

CCC will seek a cost quote for a notice board for the cemetery.

Action – Clerk to process

10.0 Consultation: Welsh Government: Community & Town Council Review:

to receive the consultation 'Call for Evidence' and to resolve a response if desired (papers 10a-c previously circulated).

The Chairman referred Members to the consultation papers, and the four short questions posed. The Clerk reminded Members of the potential long-term significant implications of the outcome of the review of the community and town council sector being undertaken by the Cabinet Secretary for Finance and Local Government.

RESOLVED:

CCC notes the significance of the consultation, and will consider a response at the December meeting.

Action – for December agenda

11.0 Consultation by the Independent Remuneration Panel for Wales: Draft Allowances 2018-19

(closing 29th Nov'17): to receive the consultation and to resolve a response if desired at the November meeting. Members are referred especially to Section 13 which relates specifically to Community and Town Councils (<http://gov.wales/irpwsb/home/publication-reports/financial-year-2018-19/?lang=en> and papers 11a-c previously circulated).

The Chairman referred Members to the consultation papers. The Clerk highlighted changes from previous years as they directly affect community and town councils. Members agreed to consider the consultation at the November meeting.

RESOLVED:

CCC notes the significance of the consultation, and will consider a response at the November meeting.

Action – for November meeting

12.0 Consultation: Local Democracy Boundary Commission for Wales: Draft Guidance for Principal Councils in the Review of Communities:

to receive the consultation (closing 21st Dec'17) and to resolve a response if desired at the November meeting (papers 12a-b previously circulated).

The Chairman referred Members to the consultation papers. Members discussed the proposals.

RESOLVED:

CCC does not wish to respond to the consultation.

13.0 Consultation: National Assembly for Wales: Public Services

Ombudsman (Wales) Bill: to receive the consultation (closing 1st Dec'17) and to resolve a response if desired at the November meeting (papers 13a-b previously circulated).

The Chairman referred Members to the consultation papers. Members discussed the proposals.

RESOLVED:

CCC does not wish to respond to the consultation.

14.0 Financial Reports.

14.1 Finance Specific Correspondence: to receive finance specific correspondence if any.
None.

14.2 Items Received Since Last Meeting: to report.

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

Payer	Description	£
Nat West Bank	Gross interest Sep'17	0.36
Western Power Distribution	Pole/ Cable rents 2017-17	64.29
Dawson Funeral Service	Cemetery ashes interment fee (plot 282)	95.00
Total		159.65

14.3 Items for Payment: to resolve to approve items for payment as follows:

The Clerk reported items for payment.

RESOLVED:

'CCC authorises payments as follows':

Chq	Payee	Description	£ex vat	£vat	£total
1068	E J Humphreys	Allotments – new lock	12.91	2.58	15.49
1069	Planning Aid Wales	Training 28 th Sep'17 (BS, CS)	70.00	0.00	70.00
1070	Royal British Legion	Poppy appeal 2017 (S137)	70.00	0.00	70.00
1071	E J Humphreys	Admin expenses Q2 Jul-Sep'17	280.67	17.04	297.71
1072	Void		0.00	0.00	0.00
1073	B L Smith	Allowance Apr-Sep'17	15.00	0.00	15.00
1074	C P Smith	Allowance Apr-Sep'17	15.00	0.00	15.00
1075	R K McLintock	Allowance Apr-Sep'17	5.00	0.00	5.00
1076	Greenfingers Landscape Ltd	Grounds maintenance instalment #2	337.50	67.50	408.00
1077	One Voice Wales	Training 27 th Sep Induction (RM) less £20 bursary	20.00	0.00	20.00
1078	One Voice Wales	Training 4 th Oct Code of Conduct (RM, GJ) less £30 bursary bal'ce	50.00	0.00	50.00
1079	One Voice Wales	Delegate Annual Conf & AGM 30 th Sep (MJ)	80.00	0.00	80.00
1080	E J Humphreys	Clerk net salary Oct'17	538.61	0.00	538.61
Grand total for payment at this meeting			1,494.69	87.12	1,584.81

Action – Clerk to process

14.4 Consolidated Balances: to report to date after sweep, receipts & payments.

The Clerk reported on the M&G quarterly statement for 1st Jul-30th Sep 2017:

Fund	Number of shares	Share Price (p)	Value at 30/09/2017 (£)
Charibond	100	126.56	126.56

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,015.00	43,108.78
Less consolidated ring-fenced funds	0.00	12,975.59
Net balances available	1,015.00	30,133.19

15.0 Highways and Rights of Way Reports.

15.1 From Powys CC/ Shropshire Council to CCC: to report general maintenance.

- a) C2055 Hall Bank: the second public notice, sealed order, and planned diversion route, for the temporary road closure between 6th November 2017 to 10th November 2017, both dates inclusive, or until works have been completed (to ensure public and workforce safety while works of laying of new electric cables and joint bays for relocation of substation and associated connection works).

15.2 From CCC to Powys CC/ Shropshire Council: to report general maintenance. The Chairman invited Members to bring forward general maintenance matters to bring to the attention of the highways and rights of way authorities.

RESOLVED:

CCC reports matters for attention to highways and rights of way authorities as follows:

- a) *A489 near Orchard Close: central bollard missing.*
 b) *B4386 at junction of B4386 and the road to Stockton, near Aylesford Brook bridge: pothole.*

Action – Clerk to process

16.0 County Council Matters: to receive & discuss other general Powys CC/ Shropshire Council matters.

- a) Powys CC: Cllr M J Jones reported as follows:
- Critical report of Children's Services, and an immediate action plan is to be implemented
 - Education Services is in dire financial straits, though the portfolio holder has ruled out school closures.
- b) Shropshire Council: no report.

17.0 Correspondence: to receive, for information:

17.1 Bishops Castle Beavers & Cubs: to receive start up information (paper 17.1a-b previously circulated).

Council received and welcomed details of start-up of Bishops Castle Beavers and Scouts.

RESOLVED:

CCC will publicise Bishops Castle Beavers and Scouts on the CCC website.

Action – Clerk to process

17.2 Other items of general correspondence which may be brought to the attention of the council.

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. Items included a letter from Churchstoke Recreation Association regarding its forthcoming AGM, and from

the Severn Rivers Trust regarding its Severn Water Integration Management project.

Action – Clerk to circulate documents post-meeting

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

18.1 Chairman's Announcements: to receive announcements from Chairman and Members for information.

a) Chairman: reminded Members that the Remembrance Service is taking place on Sunday 12th Nov'17, and that Cllr D N Yapp will deputise for the Chairman to represent the council and lay the poppy wreath on behalf of the community.

b) Clerk: reminded Members that the budget panel will prepare and present a 1st draft budget for the November meeting.

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

18.3 Next meeting: Full Council Ordinary Business Meeting Tues 28th Nov'17, at Hyssington. Members agreed to bring forward the start time to 7.15pm to allow sufficient time for the guest from Severn Rivers Trust to address the meeting.

19.0 Confidential Session Exclusion of Public and Press

19.1 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 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.

19.2 Notice Boards [confidential reason: commercial quotations]: to consider, and resolve if desired, regarding cost quotations for a new notice board at the Pottery Car Park. (quotations x4 papers previously circulated).
The Chairman reminded Members of the deteriorating condition of the pottery notice board and their wish to consider costs of replacement from reserves. The Clerk referred to quotations from four potential suppliers previously circulated.

RESOLVED:























CCC defers consideration of notice board cost quotations until November of December, and asks the Chairman and Clerk to bring forward recommendations based on the quotations.

Action – Chairman & Clerk

















- 19.3 Confidential Matters and Correspondence [confidential reason data protection of individuals]: to receive, and resolve if desired, such business or correspondence of a confidential nature as will be brought before the council by the Clerk.
None.

Meeting ended – 9.46pm.

Appendix 1: One Voice Wales/SLCC Correspondence and circulated post meeting

-  01 OVW Training Sessions Oct'17 - 290917.pdf
-  02 OVW September 2017 News Bulletin - 280917.pdf
-  03 OVW Working Together in Clusters or Groups - 131017.pdf
-  04a WGov Independent Review Panel - Call to Evidence - 031017.pdf
-  04b WGov Independent Review Panel - Call to Evidence - 101017.pdf
-  04c WGov RCTC Information sheet.pdf
-  05 WGov Burial Charges for Children survey - 161017.pdf
-  06a WGov Town and Village Greens consultation - 231017.pdf
-  06b WGov 171020-town-and-village-greens-legislation-en.pdf
-  07a WGov Draft Budget Welsh Tax Policy Report Rates and Bands - 041017.pdf
-  07b WGov Draft Budget Welsh Tax Policy Report Rates and Bands webpage.pdf
-  07c WGov Tax policy framework webpage.pdf
-  07d WGov 171003-welsh-tax-policy-report-en.pdf
-  07e WGov 170612-framework-en.pdf
-  08a Welsh Language Commissioner's Audit and Risk Committee Member - 201017.pdf
-  08b Welsh Language Commissioner 2017 Pecyn Ymgeiswyr Pwyllgor Archwilio a Risg.pdf
-  09 BCW Revised Proposals Report 2018 Review - 171017.pdf
-  10a IRPW Draft Annual Report email - 041017.pdf
-  10b IRPW 171004-irp-draft-letter-en.pdf
-  10c IRPW 171004-irp-draft-report-en.pdf
-  11a LDBCW Consultation Guidance for Community Reviews - 031017.pdf
-  11b LDBCW Community Review Guidance - Draft.pdf

Appendix 2: General Correspondence received and circulated post meeting

-  01a - Local Beavers and Cubs - 031017 REDACTED.pdf
-  01b - Local Beavers and Cubs leaflet.jpg
-  02 CRT Flooding Project on the Camlad River - 191017.pdf
-  04 Churchstoke CRA Chair re Various - 181017 REDACTED.pdf
-  05 Citizens Advice Powys AGM - 231017.pdf
-  06 Powys CHC Agenda - Montgomeryshire LC Oct 2017.docx.pdf
-  07 Arwain National Resources Wales Funding Update - 290917.pdf
-  08 Arwain Seed to Saucepan at Ashfield - 270917.pdf
-  09 Arwain Robert Owen Community Banking Enterprise Hub Manager - 290917.pdf
-  10 Arwain Tourism Toolkit - 270917.pdf
-  11a BCW 2018 Review Parliamentary Revised Proposals - 181017.pdf
-  11b BCW 2018 Review Parliamentary Revised Proposals Report.pdf
-  12 Cae Post Newsletter Oct'17 - 041017.pdf
-  13 PCC Waste and recycling collection rounds to be improved - 111017.pdf
-  14 MAWWFRS Consultation Draft Corporate Plan 2018 - 2023 - 031017.pdf
-  15 Play Wales Spirit 2017 Event - 111017.pdf