



**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 Rows Terrace, Plough Bank, Montgomery, Powys, SY15 6QD.

**MINUTES of COUNCIL ORDINARY BUSINESS MEETING
on Thursday 25th May 2023 at 8.05pm**

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 on apologies for absence, 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 M J Jones (Chair), Cllr J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith. Cllr C P Smith Cllr J N Wakelam, Cllr M A Whittall.

Attendance online: None.

The Chair welcomed Councillors and Clerk 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 D N Yapp.

Other Members Absent: None.

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
7.5.2	Planning Applications	A Richards	Personal and prejudicial interest in application 23/0361/FUL as employer of the applicant
7.5.2	Planning Applications	J N Wakelam	Personal and prejudicial interest in application 23/0361/FUL as accountant and having received pre-application questions

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: 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 Notices of Co-Option. The Clerk reported no further 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 27th April 2023 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 27th April 2023 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 27th April 2023 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 27th April 2023.
None.

6.0 County Councillor & County Council Report: to receive updates for information on County Council matters from the county councillor (paper previously circulated).
The Clerk reported Cty Cllr D Bebb, was unable to be present. Council received Cty Cllr Bebb's written report on a number of county council issues, highlighting

- Planning concerns from a member of the public regarding a 4-plot development in Hall Bank
- Flooding in Cae Camlad
- Potential for a bus shelter at the Co-op bus stop.

7.0 Planning & Building Control

7.1 Planning & Building Control General Correspondence:

7.1.1 Powys CC: Developments of National Significance (DNDS): to receive information and guidance (paper 7.1.1 previously circulated).
Council received information and guidance from the county council planning office which can be accessed publicly at <https://en.powys.gov.uk/article/14294/Developments-Of-National-Significance-DNS>.

7.1.2 Planning Aid Wales: to receive latest planning news and training opportunities (paper 7.1.2a-b previously circulated).

Council received details of training opportunities and latest news from Planning Aid Wales. The Clerk invited Members to let him know if any wished to attend the training events.

Action – Members
to inform Clerk

- 7.1.3 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 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area (paper 7.2 previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
22/2021/FUL	Land at sewerage disposal works, Churchstoke	Approve

- 7.3 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			

- 7.4 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
None			

- 7.5 Planning Applications:

- 7.5.1 To receive, for information, representations regarding planning applications
None.

- 7.5.2 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.
The Chair referred Members to the consultations.

Declarations of Members' Interests:

- Cllr A Richards declared a personal and prejudicial interest in application 23/0361/FUL and left the meeting for this application.
- Cllr J N Wakelam declared a personal and prejudicial interest in application 23/0361/FUL and left the meeting for this application.

RESOLVED

CCC responds to consultations on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
23/0361/FUL	Mr Aidan Jones, The Broads, Churchstoke	The Broads, Churchstoke	Extension to an existing agricultural building and the demolition of existing agricultural buildings	S

Action – Clerk to process

- 7.6 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.
None				

7.7 Planning Enforcement:

- 7.7.1 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.

None.

- 7.7.2 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 Recreation

- 8.1 Recreation Field: to consider and resolve whether to undertake recreation field aeration treatment 2023-24 and to seek quotations.

The Clerk reminded Council that it usually commissions aeration treatment of the recreation field and invited consideration for 2023-24.

RESOLVED

CCC agrees to undertake recreation field aeration treatment for 2023-24 and seeks quotations for 2 treatment sessions.

Action – Clerk to process

- 8.2 Playground: to receive, and resolve if desired, an invitation from Powys CC to join the independent annual inspection of children's play areas organised by its Outdoor Recreation Service at £60 plus vat per site (paper 8.2 previously circulated.)

Council received an invitation from Powys CC to join the annual independent inspection of children's play areas.

RESOLVED

CCC commissions the annual independent inspection by RoSPA of the children's playground, organised via Powys CC, at £60 plus VAT.

Action – Clerk to process

9.0 Reports from Outside Bodies

- 9.1 Churchstoke Recreation Association (CRA): to receive details and resolve if desired on use of the field for a community fun day on 17th Jun'23 (paper 9.1 previously circulated).
The Clerk reported the CRA intended to organise and host a community fun day at the recreation field on 17th June but has subsequently withdrawn due to lack of support and no discussion or decision is needed.
- 9.2 Other outside bodies: to receive reports for information, if any, from representatives to other outside bodies.
None.

10.0 Finance and Assets

10.1 Finance Specific Correspondence

- 10.1.1 Audit Wales: Financial Year 2022-23 Audit Notice: to receive information regarding audit of 2022-23 accounts (papers 10.1.1a-d previously circulated).
Council received interim details of information required for audit of accounts for year ending 31st March 2023, though not yet the timetable and 'notice'. The Clerk highlighted the Annual Return must be certified by the RFO and approved by the Council by 30th Jun'23. The Clerk reminded Council that basic audits will be conducted for accounts 2022-23 with a full audit of accounts for 2023-24.

- 101.1. To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk.
None.

10.2 Items Received Since Last Meeting: to report for information.

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

Payer	Description	£
NatWest Bank	Gross interest Apr'23	13.36
Powys CC	1 st Instalment precept	10,588.07
Aviva	Insurance payment damaged notice board	3,323.55
Total		13,924.98

10.3 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
1550	Jamie Jones	Verti-drained football pitch once 2022-23	250.00	0.00	250.00
1551	Groundforce Landscape Ltd	Grounds Maintenance Contract – April 2023	816.14	163.23	979.37
1552	Ch'stoke Rec. Association	Room hire Feb & Apr'23	44.80	0.00	44.80
1553	BHIB Ltd	Insurance 2023-24	301.78	0.00	301.78
1554	Wales Air Ambulance	Donation 2023-24	80.00	0.00	80.00
<i>Total for authorisation this meeting</i>			<i>1,492.72</i>	<i>163.23</i>	<i>1,655.95</i>

To report items previously authorised

1555	E J Humphreys	Clerk net salary May'23	As employment contract
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Action – Clerk to process

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

The Clerk reported the M&G Investments Charibond quarterly statement for 1st Jan'23 to 31st Mar'23 as follows:

Fund	Number of shares	Share Price (p)	Value at 31/03/2023 (£)
Charibond	100	109.55	109.55

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,965.79	26,458.47
Less consolidated ring-fenced funds	0.00	5,613.58
Net balances available	1,965.79	20,844.89

11.0 Highways & Rights of Way

11.1 Highways & Rights of Way Specific Correspondence: to receive for information such items of highways/ rights of way correspondence as will be brought be brought to the attention of the council by the Clerk.

11.1.1 Powys CC: Emergency Closure C2146 Coed Lane 3-5 May'23: to receive information (papers 11.1.1a-b previously circulated).

Council received notice and information of closure.

11.1.2 Powys CC: Emergency Closure C2005 Hall Bank 16-18 May'23: to receive information (papers 11.1.2a-b previously circulated).

Council received notice and information of closure.

11.1.3 Powys CC: Temporary Closure C2005 Hall Bank 4-6 Jul'23.

Council received notice and information of closure.

11.2 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 highways matters to Powys CC/ Shropshire Council as follows:

a) North Walk: is still closed for works to trees

b) A489 towards Broadway: breaking surface and potholes

c) A490 traffic lights above Marrington Dingle: to enquire what are

Shropshire Council's plans for repairs and removal of the traffic lights.

Action – Clerk to process

12.0 There was no item 12.

13.0 Correspondence

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

- 13.1.1 OVW: to receive details of the Innovative Practice Conference 5th Jul'23 at Llanelwydd and to resolve attendance as approved duty (paper 13.1.1 previously circulated).
Council received notice of the conference date and awaited agenda details.

RESOLVED

CCC approves attendance as an approved duty for any councillor wishing to attend.

Action – Members
to inform Clerk

- 13.1.2 OVW: Motions to OVW Annual General Meeting: to receive an invitation for Council to submit up to two motions to the OVW AGM in Sep'23, and to invite motions from Members for selection at the June meeting (paper 13.1.2).
Council received invitation to select motions for the AGM. The Clerk asked to receive motions for selection by 19th June in time for preparation of the June agenda.

- 13.1.3 OVW: Training May'23: to receive details and to resolve on attendance, if desired, as an approved duty (paper 14.1.3 previously circulated).
The Clerk reported the OVW training schedule and invited Members to let him know if they wished to attend. The Clerk reminded Members that the council's statutory training plan and its Standing Orders require councillors to undertake Code of Conduct training within 6 months of accepting office.

Action – Members
to inform Clerk

- 13.1.4 Welsh Government: Twinning Survey: to receive the survey closing 16th June, to resolve whether to respond and if so to delegate the response to the Clerk after reference to a working party elected here (paper 13.1.4 previously circulated).
Council received the survey, and the Clerk indicated there is insufficient time to compose a corporate response and if CCC wishes to respond, to delegate the response to the Clerk after reference to elected Members is a practical solution.

RESOLVED

CCC does not wish to respond to the survey.

- 13.1.5 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 other correspondence from One Voice Wales/ Society of Local Council Clerks, 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: 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 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

The Clerk highlighted correspondence from SpArC and its offer to speak to the council to describe its work and by way of appealing for financial assistance. Members noted that SpArC may be able to apply for a community grant.

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

- 14.1 Chairman's announcements: to receive for information announcements from Chairman and Members.

- a) Clerk: reminded Members that Community Grant applications will be invited, and the Community Grants will be convened in July.
- b) Cllr C P Smith: reported the Bishops Castle Community Hospital will not be re-opening.

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

- a) Cllr B L Smith: maintenance at the cemetery
- b) Cllr B L Smith: playground bins.

- 14.3 Date of next meeting: Ordinary Business Meeting, Thursday 29th June 2023 at 7.30pm, at Hyssington Village Hall.

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 business to consider no resolution is required.

- 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 – 9.04pm.

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

-  01a - OVW - Draft Minutes - Montgomery Area Committee 13.4.23 - 280423.pdf
-  01b - OVW - DRAFT Minutes Montgomery AC 13.4.23.pdf
-  01c - OVW - Minutes NEC 17 March 2023.pdf
-  02 - NALC - The Good Councillor's guide to employment 2023 - 120523.pdf
-  03 - WGov - Written Statement Democratic Health of CTCs - 280423.pdf
-  04 - WGov - Climate Change Bulletin May 2023 - 250523.pdf
-  05a - WGov - Welsh Government Information - Smart Device awareness - 250523.pdf
-  05b - WGov - June23_Smart_Devices_Poster.pdf
-  05c - WGov - June23_Smart_Devices_Poster_HR4PRINT.pdf
-  05d - WGov - June23_Smart_Devices_Leaflet.pdf
-  05e - WGov - June23_Smart_Devices_Leaflet_HR4PRINT.pdf
-  06 - PSOW - Quarterly newsletter May 2023 - Ombudsman Wales - 250523.pdf
-  07 - Ystradau Cymru - Assets Collaboration Programme Wales Phase 3 (ACPW3) Grant Scheme - 240523.pdf
-  08a - MACHYNLETH TOWN COUNCIL - Town Clerk advert May 2023 - 180523.pdf
-  08b - MACHYNLETH TOWN COUNCIL - Town Clerk Job Description - 180523.pdf
-  09 - CIW - Business Support Officer x2 advert - 120523.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - May Newsletter from Russell George MS - 040523.pdf
-  02 - Craig Williams MP - April 2023 Newsletter - 280423.pdf
-  02a - SpArC - Generating SpArC Funding for the Future 2022 - 170523.pdf
-  02b - SpArC - Inc ^0 Exp.pdf
-  03a - NHS Wales - Update on the EMRTS Service Review - 280423.pdf
-  03b - NHS Wales - Update on the EMRTS Service Review - 120523.pdf
-  03c - NHS Wales - Update on the EMRTS Service Review - 220523.pdf
-  04 - NHS Wales - Message from Carl Cooper, Chair, PTHB - 020523.pdf
-  05 - SaTH NHS Trust - Don't miss these upcoming events from SaTH - 030523.pdf
-  05a - PTHB - Powys Local NHS Heroes - 030523.pdf
-  05b - PTHB - NHS 75 TCC letter.pdf
-  06a - Powys CC - Minutes of the PCC and Town Community Council Meeting FV 27th April 23 (FV).pdf
-  06b - Powys CC - TCC meeting - Directors Update Draft 27.04.23 (002).pdf
-  06c - Powys CC - Invitation - Environment Nature Event 14th June 2023.docx (4).pdf
-  06d - Powys CC - MR 2296 - Environment and nature event to help communities deliver green visions.pdf
-  06e - Powys CC - DRAFT Event Plan - Powys Town ^0 Community Council Environment ^0 Nature Event_14th June 2023.pdf
-  07 - MWWFRS - Public Services Boards Local Well-being Plans - 150523.pdf
-  08a - PAVO - Community Connector 'Help and Information Day' - Machynlleth 14th June - 160523.pdf
-  08b - PAVO - Meet the Funders 17 May 2023 - 160523.pdf
-  08c - PAVO - Vacancy at PAVO - 280423.pdf
-  09 - 20's Plenty - Thanks for 20 News May 2023 - 120523.pdf
-  10a - Play Wales - May e-bulletin - 040523.pdf
-  10b - Play Wales - We are recruiting - 240523.pdf