



**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 25<sup>th</sup> July 2018, 7.43pm**  
at Churchstoke Community Hall  
commencing upon the rising of the preceding Green Grants Committee.

**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 Jameson, Cllr M J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith (Vice-Chairman), Cllr C P Smith.

Apologies for absence approved by Council: None.

Other apologies for absence reported to meeting, Cllr J N Wakelam, Cllr D N Yapp.

Other Members not present: Cllr 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
6.6	Applications for Works to Trees	M J Jones	Personal and Prejudicial Interest as a member of Powys CC Planning Committee

**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:** to approve & sign the minutes the minutes of the Full Council Ordinary Business Meeting 27<sup>th</sup> June 2018 at Hyssington Village Hall (paper 3 previously circulated).  
The minutes of the Full Council Ordinary Business Meeting 27<sup>th</sup> June 2018 at Hyssington Village Hall were reviewed.

**RESOLVED:**

*The minutes of the Full Council Ordinary Business Meeting 27<sup>th</sup> June 2018 at Hyssington Village Hall are approved and signed as a correct record, with typographical corrections made.*

**4.0 Matters Arising from Minutes for Information:** to report matters arising for information from the minutes of the Full Council Ordinary Business Meeting 27<sup>th</sup> June 2018 at Hyssington Village Hall.

**4.1 (8.1) Recreation**

Cllr R K McLintock reported an application from the Hyssington Village Hall Committee for a grant from unused ringfenced funds from the Churchstoke new playground project to fund a recreation gazebo as an outdoor meeting place on the recreation area.

Action – for August agenda

**5.0 Electoral Matters: Hyssington Ward:** further to the elections 4<sup>th</sup> May 2017 and the Declaration of Intent to Co-Opt dated 8<sup>th</sup> 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 4<sup>th</sup> May 2017, and of publication of intent to co-opt. The Clerk reported that no expressions of interest have been received.

Action – Members to seek

**6.0 Planning Matters:**

**6.1 Planning Specific Correspondence:** to receive, and resolve if desired, planning specific correspondence:

6.1.1 Consultation: Powys CC: Local Development Plan (LDP) Supplementary Planning Guidance (SPG): to receive notice of a six-week public consultation on the first set of SPG from 11<sup>th</sup> Jul'18 to 21<sup>st</sup> Aug'18 (paper 6.1.1 previously circulated)

The Chairman referred Members to the consultation documents. Noted.

6.1.2 Other Planning specific correspondence (if any):

a) Welsh Government: Consultation: Delivery of housing through the planning system, with responses welcomed by 10<sup>th</sup> Oct'18. Noted.

b) Planning Aid Wales: Planning4Communities August 2018 Newsletter including launch of publication of guidance on preparing Place Plans. Noted.

Action – Clerk to circulate documents post-meeting

**6.2 Powys CC Planning Determinations:** to report from Powys CC notifying the community council of planning decisions in the community council area if any. The Clerk reported notification of planning determinations by Powys CC as follows:

Ref.	Site	Powys CC Decision
P/2018/0538	4 Bridge Cottages, Churchstoke	Refused
TREE/2018/0015	St Etheldreda's Church, Hyssington	Approved

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 will be considered at the discretion of the Chair.

Ref.	Appellant	Site	Description
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 will be considered at the discretion of the Chair.

Ref.	Applicant	Site	Description	rec.
None.				

6.5 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.

Ref.	Applicant	Site	Description	rec.
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 will be considered at the discretion of the Chair.

#### RESOLVED:

CCC responds to consultations on application for tree works as follows:

Ref.	Applicant	Site	Description	rec.
TREE/2018/0019 (paper 6.6a previously circulated)	Mr Keith Emery, Fir Court House, Fir Court Avenue, Churchstoke	Fir Court House, Fir Court Avenue, Churchstoke	Application for works to a yew tree with a TPO	O*

\*TREE/2018/0019: Council objects to the application for the reasons of

- adverse impact on a prominent visual amenity in the centre of the community
- the tree being within the curtilage of a listed building
- the community council does not wish to see loss of another prominent tree in the centre of the community
- the application does not specify the size of residue 'monolith' and therefore has insufficient detail to make a convincing case.

Action – Clerk to process

6.7 Planning Enforcement:

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

Ref./ Site	Description
None.	

6.7.2 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 as follows:

Ref./ Site	Description
None.	

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

7.1 OVW: Conference and AGM 2018: to receive notice of the conference and Annual General Meeting 29<sup>th</sup> Sep'18 at Llanelwydd, and to resolve, if desired, councillors' attendance (papers 7.1a-b previously circulated).  
Council received notice of the Conference and AGM Saturday 29<sup>th</sup> Sep'18 at Llanelwydd.

RESOLVED

*Cllr M J Jones, being CCC's representative to OVW Montgomeryshire Area Committee, will attend the OVW Conference and AGM on 29<sup>th</sup> Sep'18.*

Action – Clerk to process

7.2 SLCC: Clerks' Conference for Wales 2018: to receive notice of the training event 5<sup>th</sup> Sep'18 at Llandudno and to resolve, if desired, councillors attendance (paper 7.2a-b previously circulated).

Council received notice of the Conference. The Clerk reported that he will be attending through another council. Noted.

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

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 General Data Protection Regulations (GDPR):**

- a) to remind Members of the implications of personal data being held by councillors in the course of their work as councillors, to remind Members of the data audit to assist the decision whether to register individually, and to resolve, if desired, on the council paying for Information Commissioner's Office (ICO) registration of individual councillors who hold personal information as a result of their ward councillor work. (paper 8a-1, 8a-2, 8a-3 previously circulated).

The Clerk referred Members to the briefing papers also circulated at the June meeting, and reminded Members of the importance of assessing whether they are also Data Controllers (and need to register as such) when acting as ward councillors. The Clerk reminded Council that it is already registered with the ICO as a data controller which will cover councillors acting on behalf of Council but not when acting as ward councillors.

RESOLVED:

*CCC will consider payment for councillors' registrations with the ICO if the situation arises.*

- b) to receive progress report briefing note on Legal Basis (paper 8b previously circulated).

Council received the Clerk's Briefing Note 3 – lawful basis of holding personal data – showing further progress onwards compliance. Noted.

- c) to receive progress report on moving to 'churchstoke.org' domain email accounts for councillors.

The Clerk reported that all ten councillors now have 'churchstoke.org' domain email addresses and reminded councillors to complete their set up.

**9.0 Consultation: Powys Teaching Health Board (PTHB):** to resolve on the task group to bring forward recommendations to Council on the consultation on Shropshire NHS Future Fit proposals affecting hospital services in Shrewsbury and Telford (papers 9a-g previously circulated).

The Chairman referred to the consultation papers and reminded Members of their wish to elect a task group to bring back recommendations to the August meeting. Cllr C P Smith reported on attendance at the PTHB consultation at the Elephant & Castel, Newtown, on 28<sup>th</sup> June.

RESOLVED:

*Council delegates Cllr A Richards and Cllr C P Smith, with the Clerk, to a task group to bring forward recommendations to Council in August.*

Action – for August agenda

## 10.0 Financial Reports.

- 10.1 Finance Specific Correspondence: to receive finance specific correspondence for information (if any).

None.

- 10.2 Items Received Since Last Meeting: to report.

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

Payer	Description	£
E Evans	Allotment rent Mar'17-Feb'18	30.00
NatWest Bank	Gross Interest Jun'18	1.53
Total		31.53

- 10.3 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
1137	Greenfingers Landscapes Ltd	Grounds Maintenance Jun'18 (invoice 33975)	337.50	37.50	405.00
1138	Gloversure Ltd	Additional email hosting	12.50	2.50	15.00
1139	B L Smith	Allowance 1 Apr – 30 Jun'18	17.32	0.00	17.32
1140	C P Smith	Allowance 1 Apr – 30 Jun'18	17.32	0.00	17.32
1141	R K McLintock	Allowance 1 Apr – 30 Jun'18	7.08	0.00	7.08

1142	E J Humphreys	Admin exp Apr – Jun 2018	215.26	14.73	229.99
<i>Sub-total for payment this meeting</i>			<b>606.98</b>	<b>54.73</b>	<b>691.71</b>
1143	E J Humphreys	Clerk net salary Jul'18	Confidential employment sum		
Action – Clerk to process					

10.4 Financial Balances: to report consolidated balances to date after sweep, receipts & payments.

The Clerk reported on the M&G quarterly statement for 1<sup>st</sup> Apr-30<sup>th</sup> Jun18:

Fund	Number of shares	Share Price (p)	Value at 30/06/2018 (£)
Charibond	100	123.25	123.25

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	34,785.25
Less consolidated ring-fenced funds	0.00	10,178.33
Net balances available	1,000.00	24,606.92

### 11.0 Highways and Rights of Way Reports.

11.1 From Powys CC/ Shropshire Council to CCC: to report for information, general maintenance (inc papers 11.1 previously circulated).

Council received information from Powys CC as follows:

- a) C2054 Wernddu Lane at Cemetery: collapsed road surface. Powys CC replies it will schedule some patching repairs along Wernddu Lane.

11.2 From CCC to Powys CC/ Shropshire Council: to report and resolve if desired, 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.

- a) C2009/A498 junction at Llan Turn: fly tipping of builder's rubble
- b) B4385 between Mellington Lodge and Colomendy, Pentre: surface deterioration in several places which may be due to heat and heavy traffic.

Action – Clerk to process

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

- a) Powys CC: Cllr M J Jones reported, highlighting:
  - The Chief Executive Officer has left the authority and a replacement appointment is expected to be made by the new year.
- b) Shropshire Council: no report.

**13.0 Correspondence:** to receive items of correspondence which may 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

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

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

- a) Chairman: Cllr C P Smith reported that the playground bins do not seem to be being emptied by the Churchstoke Recreation Association as contracted.

Action – Clerk to process

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

- a) Cllr R K McLintock: Recreation Amenities at Hyssington: request for CCC funding of a recreation area gazebo.

14.3 Next meetings:

- a) Full Council Ordinary Business Meeting 29<sup>th</sup> Aug 2018, 7.30pm at Churchstoke; the meeting in August being planning, finance and urgent matters only.

#### **15.0 Confidential Session Exclusion of Public and Press**

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.

**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.*

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 – 8.42pm.

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

-  7.1a - OVW - Annual Conf & AGM Saturday 29 Sep'18 - 020718.pdf
-  7.1b - OVW - Annual Conf & AGM Flyer 2018 FINAL VERSION Eng.pdf
-  7.2 - SLCC - Wales Conf 5th Sep'18 - 110618.pdf
-  7.3a - OVW - June 2018 News Bulletin - 280618.pdf
-  7.3b - OVW - MODULE 15 INFORMATION MANAGEMENT - 290618.pdf
-  7.3d - OVW - LOCAL GOVERNMENT FINANCE TRAINING ABERYSTWYTH 11TH JULY - 280618.pdf
-  7.3e - OVW - LAST CHANCE TO BOOK LOCAL GOVERNMENT FINANCE TRAINING HOWEY TUE 24 JUL'18 - 120718.pdf
-  7.3f - OVW - Vacancy for North Wales Development Officer - 020718.pdf
-  7.3g - SLCC - News Bulletin 6th July 2018 - 060718.pdf
-  7.3h - OPCC - July Newsletter - 050718.pdf
-  7.3i - WGov - CTC Review Panel Stakeholder Information Session 15th Aug'18 - 240718.pdf
-  7.3j - WGov - Last Chance - Workshop 17th July - 060718.pdf
-  7.3l - WGov - Call for evidence Delivery of housing through the planning system - 240718.pdf
-  7.3m-1 - WGov - Achieving our low-carbon pathway to 2030 Decarbonisation Consultation Newsletter - 120718.pdf
-  7.3m-2 - WGov - Decarbonisation Newsletter - Consultation Edition.PDF
-  7.3n - WGov - Planning requirement in respect of the use of private sewerage in new development - 050718.pdf
-  7.3o - WGov - Consultation Banning Use Combustible Materials in High Rise - 240718.pdf
-  7.3p - WGov - CONSULTATION Autism (Wales) Bill - 240718.pdf
-  7.3q - WGov - Welsh Government Job Vacancies - 130718.pdf
-  7.3r - WGov - Vacancy Deputy Chief Inspector Care Inspectorate Wales - 050718.pdf
-  7.3s - OPCW - Newsletter Summer 2018 - 050718.pdf
-  7.3t - OPCW - Help improve services for carers in Wales - 050718.pdf
-  7.3u-1 - ABMU - Thoracic Service Consultation - 120718.pdf
-  7.3u-2 - ABMU - 060718 General Letter Thoracic Consultation.pdf
-  7.3u-3 - ABMU - Thoracic Surgery Public Meeting- Dates and Venues - final.pdf
-  7.3v - Woodland Trust - Is there is tree in your community you would like to champion - 050718.pdf

Appendix 2: Other general correspondence received circulated post meeting

-  13a-1 - Gwilt Research - New contact form submission from www.churchstoke.org - 060718 REDACTED.pdf
-  13b-2 - Gwilt Research - New contact form submission from www.churchstoke.org - reply 070718 REDACTED.pdf
-  13c - R George AM News from Russell George AM - 100718.pdf
-  13d - WGov - CTC Review Panel Stakeholder Information Session 15th Aug'18 - 230718.pdf
-  13e - WGov - Last Chance - Workshop 17th July - 060718.pdf
-  13f-1 - MWWFRS - MAWW Fire Did you Know survey - 290618.pdf
-  13f-2 - MWWFRS - MAWW Fire Did you Know survey no closing date - 020718.pdf
-  13g - Powys CHC - Meeting Notice 12th Jul'18 - 030718.pdf
-  13h - PCC Arwain - Swydd Mach Maethlon Job - 200718.pdf
-  13i-1 - PCC MHCLG - Great British High Street Awards 22 Aug'18 Cover email - 230718.pdf
-  13i-2 - PCC MHCLG - Great British High Street Awards 22 Aug'18 Website details.pdf
-  13j - Powys CC War Memorials Project Grants up to £5,000 for World War 1 memorials in Powys to be repaired & restored - 100718.pdf
-  13k-1 - Mencap Cymru - Big Tea Party - 050718.pdf
-  13k-2 - Mencap Cymru - National Trust Poster.pdf
-  13l - TALKING BOOKS WALES - 130718.pdf
-  13m - Play Wales - e-bulletin July 2018 - 030718.pdf
-  13n - Play Wales - New info sheet digital devices in play settings - 250718.pdf
-  13o - CLAS\_Cymru\_Press\_Release\_English\_12th\_July\_2018.pdf