



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

**MINUTES of COUNCIL ORDINARY BUSINESS MEETING
on Thursday 25th July 2024 at 7.30pm**

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, to approve absence(s), 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 B L Smith, Cllr C P Smith.

Attendance online: Cllr M A Whittall.

The Chair welcomed all to the meeting and reminded attendees to show civility and respect to all throughout the meeting.

The Clerk reported resignation of Mr J N Wakelam from the office of community councillor for Churchstoke ward with effect from 19th July 2024, and described the process for casual vacancies

Apologies for absence approved by Council: None

Apologies for absence received: Cllr D Bebb.

Other Members Absent: Cllr A Richards, Cllr D N Yapp.

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 4a-b previously circulated).

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

Agenda Number	Item	Councillor	Nature of Declaration
None			

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. Members and 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 June 2024 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 27th June 2024 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 27th June 2024 are approved and signed as a correct record.

- 5.2 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 27th June 2024.
- 5.2.1 (5.2.1) Playground Waste
The Clerk reported the purchase order was issued, and Cllr J Jones reported the bins have been installed free of charge on materials cost basis only. The Chair thanked Cllr Jones for his work for the benefit of the community.

Cllr B L Smith joined the meeting at this point.
Cllr C P Smith joined the meeting at this point.

- 6.0 County Councillor & County Council Report:** to welcome the local county councillor and to receive updates and exchange information on county council matters insofar as they effect the Churchstoke community (paper 6 previously circulated).

In the absence of Cty Cllr D Bebb the Clerk referred to the written report on a number of county council ward issues including,

- Surfacing/road markings through Churchstoke
- Bus shelter by Co-Op
- Proposed development on land adjacent to the Firs.

7.0 Planning & Building Control

- 7.1 Planning & Building Control General Correspondence:
- 7.1.1 Planning Aid Wales: to receive, if any, the latest planning news and training opportunities (papers 7.1.1a-c previously circulated).
Council received details of training opportunities and latest news from Planning Aid Wales. The Clerk reminded Members the council has a

training budget and invited Members to let him know if they wish to attend the training events.

Action – Members
to inform Clerk

- 7.1.2 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 Policy: Replacement Local Development Plan (LDP): to receive information from the planning authority on the Replacement LDP Preferred Strategy consultation (with an opportunity to submit comments on the Candidate Sites Register) 19th Aug to 7th Oct'24, and to note CCC may consider a response at its meeting 26th September (papers 7.2a-b previously circulated).

The Chair referred Members to the consultation. The Clerk recommended, in view of the significance of the LDP, if CCC wishes to respond that all Members consider the consultation then to elect a working group at the August meeting to bring forward recommendations to the September meeting.

Action – for August agenda

- 7.3 Powys CC Planning Decisions: to report notifications from Powys CC of planning decisions in the community council area including but not limited to those listed below. Later decisions will be reported at the meeting by the Clerk.

Ref.	Site	Powys CC Decision
24/0568/HH	The Wetstones, Weston Road, White Gritt	Refused
24/0378/HH	Rhiastyn House, Hyssington	Approve
24/0773/TEL	Mast at land to east of Montgomery Waters Ltd and Churchstoke shopping centre	Permitted Development
24/0638/REM	The Dairy House, Cwm Linton Churchstoke	Refuse

- 7.4 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			

- 7.5 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.
None				

- 7.6 Planning Applications:

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

- 7.6.2 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.

RESOLVED

CCC responds to consultations on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
24/0907/FUL	Mr Hywel Rogers, Bacheldre Hall, Churchstoke	Barn Near Bacheldre Hall, Churchstoke	Conversion of barn to dwelling, new access and all associated works	S*

**CCC supports the application and urges planners to require that materials are to a high Energy Performance Certificate (EPC) standard.*

Action – Clerk to process

- 7.7 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				

7.8 Planning Enforcement:

- 7.8.1 From enforcement authorities 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.

- 7.8.2 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 Reports from Outside Bodies: to receive reports for information, if any, from representatives to outside bodies

- 8.1 Churchstoke Recreation Association (CRA): Funding Bid to the Welsh Government's Community Facilities Programme: to receive notice of a presentation evening 7th Aug'24 and a call for priorities for the hall (Cllr C P Smith) (paper 8.1 previously circulated).
Council received correspondence from CRA regarding its funding bid to the Welsh Government's Community Facilities Programme for improvements to the community hall, giving notice of a presentation evening 7th Aug'24 and a call for priorities from members of the public for use of the hall.

9.0 External Consultations and Engagements

- 9.1 Welsh Government: Draft priorities for Culture 2024-2030: to receive the consultation closing 4th Sep'24, and to resolve whether to respond and, if so, to

elect a working group to bring forward a recommended response to the August meeting (papers 9.1a-b previously circulated).
The Chair referred Council to the consultation.

RESOLVED

CCC elects Cllr M Whittall to work with the Clerk to bring forward a recommended response to the August meeting.

Action – Cllr M A Whittall &
Clerk for August meeting

10.0 Finance and Assets

10.1 Finance Specific Correspondence

10.1.1 Independent Remuneration Panel for Sales (IRPW): Community 7
Town Councils Councillor Allowances New Statement of Payments
Template
Council received the new template for reporting councillor allowances
for 2023-24 onwards.

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

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

Payer	Description	£
H Arden	Allotment rent Mar'24 to Feb'25 plot 13	30.00
NatWest Bank	Gross interest Jun'24	34.83
ME & A Hughes	Cemetery memorial fee	190.00
WJ Morris Funeral Serv.	Cemetery burial fee plot 277	190.00
Total		444.83

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
1636	Lee Stephens	Internal audit 2023-24 accs.	115.00	0.00	115.00
1637	DT Ground Maintenance	Grounds maintenance Jun'24	1,445.00	289.00	1,734.00
1638	Bullseye Pest Control	Mole control Recreation Field and Cemetery 2023-24 final half yearly payment	100.00	20.00	120.00
1639	E J Humphreys	Admin exp Q1 Apr-Jun'24 & new allotment lock	207.78	18.78	226.56
1640	John Jones	Materials for fitting new playground bins	62.50	0.00	62.50
1641	Powys CC	Cem'y Bins Q1 2024-24	84.60	0.00	84.60
1642	Powys CC	Rec'n field bin Q1 2024-25	59.10	0.00	59.10
1643	One Voice Wales	Membership subs 2024-25	323.00	0.00	323.00
<i>Total to authorise for payment</i>			2,396.98	327.78	2,724.76
<i>To report items previously authorised or payment</i>					
1644	E J Humphreys	Clerk net salary Jul'24	<i>As employment contract</i>		

Action – Clerk to process

10.4 Financial Balances: Consolidated Bank Balances: to report consolidated balances to date after transfers, 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	26,637.41
Less consolidated ring-fenced funds	0.00	6,671.73
Net balances available	1,000.00	19,956.98

11.0 Highways & Rights of Way

11.1 Highways: to receive for information notifications & diversion maps for works already actioned.

Council received information, notifications and diversion maps for works recently already actioned as follows,

11.1.1 Powys CC: Emerg Closure U2697 Churchstoke 8 Jul'24 (papers 11.1.1a-b previously circulated).

11.2 Highways: to receive for information notifications & diversion maps for works, if any, to be undertaken.

Council received information, notifications and diversion maps for works to be undertaken as follows,

11.2.1 Powys CC: New Schedule Temp Closure B4385 Pentre 23 Sep'24 (paper 11.2.1a-b previously circulated).

11.3 Highways: to receive for information such other items of highways and rights of way correspondence as will be brought to the attention of the council by the Clerk.

None.

11.4 Rights of Way: to receive for information such items of rights of way correspondence, if any, as will be brought to the attention of the council by the Clerk.

None.

11.5 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 to highways authorities as follows,

a) *A489 closure for surface repairs Churchstoke to Blue Bell: to request details of closure*

b) *A489 near the Brickyard: failing Shropshire county boundary sign.*

Action – Clerk to process

Cllr M A Whittall reported a number of highways and rights of way defects which he has already reported to highways and rights of way authorities.

12.0 Correspondence

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

12.1.1 OVW: Montgomery Area Committee: to receive agenda and to report from the meeting on Monday 15th Jul'24, 7.00pm, at Welshpool Town Hall (papers 12.1.1a-b previously circulated).

Council received papers for the area committee meeting. Cllr M J Jones reported he was unable to attend.

12.1.2 OVW: Training Schedule Jul-Sep'24: to receive the schedule of training (papers 12.1.2a-b previously circulated).

The Clerk reported the OVW training schedule and reminded Members attendance has at a previous meeting already been resolved as an approved duty and invited Members to inform if they wish to attend.

Action – Members
to inform Clerk

12.1.3 To receive and circulate for information such other items of OVW/ SLCC correspondence as will be brought be brought to the attention of the council by the Clerk

The Clerk reported other OVW/SLCC 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 process.

12.2 General Correspondence

12.2.1 Powys CC: to receive information on the allocation of a senior leadership team link officer for Churchstoke community locality (paper 12.2.1 previously circulated).

Council received information from the Chief Executive of the county council on the allocation of a senior leadership team link officer, Ms Catherine James, Head of Business Intelligence and Governance, for Churchstoke community locality. The Clerk indicated seems to be an encouraging acknowledgement by the county council of the role of community councils and would expect the link officer to smooth processes and joint working for the benefit of the community.

12.2.2 To receive and circulate for information such items of general correspondence as will be brought be brought to the attention of the council by the Clerk.

The Clerk reported other 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

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

13.1 Chair's announcements: to receive for information announcements from Chair and Members.

- a) Clerk: reminded Members of the extended deadline, 16th August, for applications by local organisations to the for Community Fund and encouraged Members to relay the opportunity to others in the community.

- b) Clerk: reminded Members that councillors undertaking work such as playground repairs will be covered by council insurance if the council has requested such action.
- c) Cllr J Jones: agreed to adjust playground gate if the Clerk will issue a request.

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

- a) Electoral vacancy Churchstoke ward
- b) Planning: replacement LPD preferred strategy
- c) Welsh Government consultation draft priorities for culture 2024-2030.

13.3 Date of next meeting: 29th August at 7.30pm at Churchstoke & online, the meeting in August being planning, finance and urgent items only.

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.













The Clerk reported there being no confidential matters to be transacted it was not necessary to resolve that members of the public and press be requested to leave the meeting.

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 – 8.30pm.

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

-  01a - OVW - Innovative Practice Conference 2024 Report - 180724.pdf
-  01b - OVW - Innovative Practice Conference 2024 Report.pdf
-  02 - OVW - WEBINAR YOUTH ENGAGEMENT 8th Jul'24 - 050724.pdf
-  03a - OVW - Community Transport Councils Connect Session - 100724.pdf
-  03b - OVW - Community Transport Councils Connect Session - 160724.pdf
-  04 - OVW - Launch Digital User Community for Community & Town Councils - 190724.pdf
-  05a - OVW - Presentation Audit Wales to Apr'24 Larger Councils Committee - 230724.pdf
-  06 - OVW - Audit Wales Presentation April 2024 (003).pdf
-  07 - NALC OVW SLCC - Events - 160724.pdf
-  08a - Cwmpas - Introductory Flyer Powys - 080724.pdf
-  08b - Cwmpas - Training menu Digital Confidence Powys.pdf
-  09 - DBCC - Guide to the 2026 Review Senedd Constituencies- 190724.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - Community Hall Grant - 080624.pdf
-  02 - R George MS - July Newsletter From Russell George MS - 020724.pdf
-  03a - Wales NHS - Air Ambulance Update Joint Commissioning Cttee on Emerg Medical Retrieval & Transfer Service EMERTS - 0504724.pdf
-  03b - Wales NHS - Stakeholder JCC July23v1.pdf
-  04 - SaTH NHS Trust - Join us for next Hospital Monthly Update 10 Jul'24 - 080724.pdf
-  05 - SaTH NHS Trust - Join a Hospitals Transformation Programme Focus Group Meeting - 100724.pdf
-  06 - SaTH NHS Trust - Hospitals Transformation Update - 170724.pdf
-  07a - Powys CC - Funding Information - 180724.pdf
-  07b - Powys CC - PAVO Grant Scheme - 080724.pdf
-  08a - Powys CC - Standards Committee Powys County Council annual report 2023-24 - 180724.pdf
-  08b - Powys CC - 2023-2024 Standards Committee Annual Report.pdf
-  09a - SpArC - OM Info Flyer Final Cut - 020724.jpg
-  09b - SpArC - POOL AT 50 - HALF-TIME SCORE - 110724.pdf
-  09c - SpArC - JOB VACANCY - 090724.pdf
-  09d - SpArC - OLYMPIC FANZONE PLEA - 180724.pdf
-  09e - SpArC - POOL AT 50 OLYMPIC FANZONE - 230724.pdf
-  10a - CA Powys - Latest Impact Report - 020724.pdf
-  10b - CA Powys - Impact Report June 2024.pdf
-  11 - WGov - Retailers in your area - Powys - 180724.pdf
-  12a - MWWFRS - Calon Tan June 2024 - 280624.pdf
-  12b - MWWFRS - Specialist appointed to carry out independent cultural review - 020427.pdf
-  12c - MWWFRS - Presteigne Open Day 20 Jul'24 - 080724.pdf
-  12d - MWWFRS - Our Operational Response Report 2023-2024 - 080724.pdf
-  12e - MWWFRS - Farm Fire Safety Bale Temperature Checks - 100724.pdf
-  13 - PAVO - Cultivate - Branching Out Town Poster ENG - 010724.png
-  14a - PAVO - Notes of Welshpool Montgomery & Llanfair Caereinion Locality Network 20 Jun'24 - 040724.pdf
-  14b - PAVO - 20.6.24 Welshpool Llanfair Caereinion & Montgomery meeting notes.pdf
-  15 - PAVO - Locality Network Meeting Evaluation Form - 080724.pdf
-  16a - PAVO for MWF - Final copy SFP tuesday sessions flyer A4 - 160724.png
-  16b - PAVO for MWF - Final copy Cultivate wednesday sessions flyer A4 - 160724.png
-  17a - Llais - Llais at The Royal Welsh Show - 270724.pdf
-  17b - Llais - RW Show invites 1 (1).pdf
-  18 - SF&G - Allotment Forum 17 Jul'24 - 050724.pdf
-  19 - Menter Mon - Smart Towns Cymru Upcoming Events Trefi Smart Cymru - 050724.pdf
-  20a - Play Wales - July e-bulletin - 160724.pdf
-  20b - Play Wales - New Playwork what's so special information sheet - 230724.pdf