



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

E J Humphreys MA Oxf, CertHE 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 Wednesday 25th August 2021 at 7.30pm**

held remotely on Zoom-Pro platform

the meeting in August being planning, finance and urgent items only.

- 1.0 Welcome, Attendance, Remote Meeting Etiquette and Apologies for Absence:** to record attendance, to recap on the remote meeting etiquette, to receive and resolve if desired to approve absence(s) (paper 1 previously circulated).

The Chairman welcomed all to the meeting and reminded Members of the remote meeting etiquette.

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

Apologies for absence approved by Council: None.

Other apologies for absence received: Cllr A Richards, Cllr D L Powell.

Other Members absent: Cllr J Jones.

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

The Clerk reported the resignation on Monday 23rd August of Graham Jameson as community councillor for Churchstoke Ward and of the electoral process for filling the vacancy.

- 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
5.5	Planning Applications	M J Jones	Personal & prejudicial interest as a member of Powys CC Planning, Taxi Licensing & Rights of Way Committee

9.2	Allotments	J N Wakelam	Personal interest as an allotment holder
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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 Minutes of Previous Meetings

4.1 To approve & sign the minutes as a correct record of the remote Ordinary Business Meeting 28th July 2021 (paper 4.1 previously circulated).
The minutes of the remote Ordinary Business Meeting 28th July 2021 were reviewed.

RESOLVED

The minutes of the remote Ordinary Business Meeting 28th July 2021 are approved and signed as a correct record.

4.2 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 28th July 2021.

4.2.1 (12.2) Highways: signage at Belle Vue junction
Council received a reply from Powys CC to its enquiry regarding enhanced signage, that the facilities are not tourist attractions or destinations so brown signs are not appropriate, the county council only signs public destinations so the allotments will not be signed, and the description 'recreation ground' is sufficient to cover everything else.

4.3 To approve & sign the minutes as a correct record of the remote Green Grants Committee Meeting 28th July 2021, the committee comprising all councillors (paper 4.3 previously circulated).

The minutes of the remote Green Grants Committee Meeting 28th July 2021 were reviewed.

RESOLVED

The minutes of the remote Green Grants Committee Meeting 28th July 2021 are approved and signed as a correct record with typographical corrections.

4.4 To report, for information purposes only, matters arising from the minutes of the remote Green Grants Committee Meeting 28th July 2021.

4.4.1 (8.0) Timetable of next actions
The Clerk reported that grant applicants have been informed of the grant awards.

5.0 Planning & Building Control

5.1 Planning & Building Control General Correspondence:

5.1.1 Planning Aid Wales: to receive details of training opportunities and to resolve if desired on attendance (paper 5.1.1 previously circulated).
Council received details of training opportunities.

- 5.1.2 Other Correspondence: to receive and circulate for information such other planning and building control general correspondence as will be brought to the attention of the council by the Clerk (inc. paper 5.1.2 previously circulated).

Council received notification of adoption of Local Development Plan Supplementary Planning Guidance, including the Newtown & Llanllwchaiarn Place Plan.

- 5.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area (paper 5.2 previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
21/0203/FUL	Lynwood, Churchstoke	Consent

- 5.3 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.			

- 5.4 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.
None.				

- 5.5 Planning Applications:

Declarations of Members' Interests:

- Cllr M J Jones having declared a personal and prejudicial interest left the meeting for this agenda item.

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

- 5.5.2 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 Chairman referred Members to the consultations.

RESOLVED

CCC responds to consultations on planning application as follows:

Ref.	Applicant	Site	Description	rec.
21/0901/FUL	J Meddins & Son, Lynwood, Churchstoke	Lynwood, Churchstoke	Erection of agricultural building and all associated works	S*

**21/0901/FUL: CCC supports the application but wishes to express its concern at the piecemeal (multi-application) approach which seems to be taking place at the site.*

Action – Clerk to process

- 5.6 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.				

5.7 Planning Enforcement:

- 5.7.1 From other bodies to CCC: to report for information, planning enforcement matters, if any, within the community as will be brought to the attention of the council by the Clerk).

Council received acknowledgement of its July reports as follows:

- Reference: OPDE/21/0215 at Padog Bach, Churchstoke
- Reference: OPDE/21/0216 at 2 Moonlight Barn, Snead.

- 5.7.2 From CCC to Powys CC: to report planning enforcement matters within the community.

The Chairman invited Members to bring forward planning enforcement matters within the community for the attention of the planning authority.

None.

6.0 Finance and Assets

- 6.1 Finance Specific Correspondence: to receive and circulate for information such other financial correspondence as will be brought to the attention of the council by the Clerk.

None.

- 6.2 Items Received Since Last Meeting: to report for information.

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

Payer	Description	£
Delfin Investments	Allotment rent plot 5 paid in error	30.00
M E & A Hughes	Cemetery memorial fee plot 492	190.00
NatWest Bank	Gross interest Jul'21	0.16
Powys CC	Waste recycling proceeds 2020-21 Q4	25.53
L Habgood	Cem. excl, right of burial ashes plot 275a	95.00
L Habgood	Cem. excl. right of burial ashes plot 275b	95.00
W J Morris	Cemetery burial fee plot 391	190.00
J F Griffiths	Allotment rent plot 14	30.00
Total		655.69

- 6.3 Items for Payment: to resolve to approve items for payment as follows:

The Chairman referred Members to the items listed for payment.

RESOLVED

CCC authorises payments as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1381	Delfin Investments Ltd	Refund allotment rent paid to CCC in error (plot 5)	30.00	0.00	30.00
1382	Andrew Evans Landscapes Ltd	Grounds Maintenance Jul'21 inv. 1895 (4/7)	919.71	183.94	1,103.65
1383	Churchstoke Bowling Club	Green Grant 2021	250.00	0.00	250.00
1384	Friends of the Green & Horsewell	Green Grant 2021	250.00	0.00	250.00
1385	Hyssington Village Institute	Green Grant 2021	250.00	0.00	250.00
1386	Gloversure Ltd	Email changes inv. 19771	11.97	2.39	14.36
1387	E J Humphreys	Community Governance Level 5, Yr 1, Instal 1 & 2	195.70	0.00	195.70
1388	AL & RA Powell	Fencing entrance to recreation field adj. school	2,100.00	420.00	2,520.00
1389	One Voice Wales	Training Cllr J Boundy	30.00	0.00	30.00
1390	Powys CC	Rec'n field trade refuse collection Q1 2021-22	41.23	0.00	41.23
1391	E J Humphreys	Zoom Pro Aug'21	11.99	2.40	14.39
<i>Total for authorisation this meeting</i>			4,090.60	608.73	4,699.33
<i>To report items previously authorised</i>					
1392	E J Humphreys	Clerk net salary Aug'21	<i>As employment contract</i>		

Action – Clerk to process

- 6.4 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	13,405.90
Less consolidated ring-fenced funds	0.00	5,370.83
Net balances available	1,000.00	8,035.07

7.0 Urgent Matters Which Require Attention Before the September Meeting

- 7.1 Electoral Matters: Hyssington Ward: further to the Declaration of Vacancy dated 4th Jul'21, to receive information from the elections office that no election has been called by electors and the council is now required to co-opt, and that notice of co-option has been published.

Council received information from the elections office that no election has been called by electors and the council is now required to co-opt. The Clerk reported that notice of co-option has been published.

- 7.2 Complaint to the Council: to receive for information the Public Services Ombudsman for Wales decision on a Code of Conduct complaint (ref 202102560) against a councillor (redacted paper 7.2a-b).
Council received information from the Public Services Ombudsman for Wales regarding a code of conduct complaint (ref 202102560) against a councillor, that he has decided not to investigate.

7.3 Consultations

- 7.3.1 Welsh Government: Eligible Community Councils (General Power of Competence) (Qualifications of Clerks) (Wales) Regulations 2021: to receive the Clerk's recommendations on the consultation, closing 24th Sep'21, on the clerk qualification criterion to enable a community/ town council to exercise the general power of competence, and to resolve a response (papers 7.3.1a-d).

The Chairman referred councillors to the consultation documents and to the Clerk's recommendations.

RESOLVED

CCC responds to the consultation as set out in the Clerk's recommendations.

Action – Clerk to process

- 7.3.2 Independent Remuneration Panel for Wales (IRPW): to receive the consultation closing 27th Aug'21 on its Review of the Remuneration Framework for Community and Town Councils and, if desired, to resolve a response (papers 7.3.2a-c).

The Chairman referred councillors to the consultation documents and the Clerk briefed Council on proposed changes to the current framework.

RESOLVED

CCC responds to the consultation with general support for the proposals but asks that the IRPW consider the possibility of double payment for attending a meeting – Attendance Allowance and Loss of Earnings – and that only one or the other should be permitted.

Action – Clerk to process

7.4 Highways:

- 7.4.1 To receive advance notification and diversion map for temporary road closure: C2056 Hyssington, 15-16th Sep'21 (papers 7.4.1a-b).
Council received advance notification and diversion map for temporary road closure: C2056 Hyssington, 15-16th Sep'21.

Council also received notification and diversion map of emergency closure C2056 White Grit 25th to 27th Aug'21.

- 7.4.2 To resolve to report if desired, urgent highways/ rights of way maintenance matters, which require attention before the September meeting.

RESOLVED

CCC reports highways matters to Powys CC/ Shropshire Council as follows:

- a) *C2056 at Backsmith's Bank Hyssington: decaying cherry tree opposite Efail Hen which is encroaching onto overhead cables and, if not attended to, could fall onto the road.*

Action – Clerk to process

7.5 Correspondence

- 7.5.1 One Voice Wales: Innovative Practice Conference: to receive information regarding the remote conference 23rd Sep'21 and to resolve, if desired, on attendance (papers 7.5.1.a-b). Council received information regarding the remote conference 23rd Sep'21, the theme of conference being 'Working in Partnership to secure the future well-being of our communities', being opened by Rebecca Evans MS the new Minister for Finance and Local Government.

RESOLVED

CCC agrees attendance to the OVW Innovative Practice Conference 23rd Sep'21 by any Members who so notify the Clerk.

Action – Members to notify
& Clerk to process

- 7.5.2 One Voice Wales/ Society of Local Council Clerks: to receive and circulate for information such items of OVW/ SLCC correspondence as will be brought to the attention of the council by the Clerk. The Clerk reported 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

- 7.5.3 General Correspondence for Circulation: 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 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 Chairman's Announcements, Items for Future Agenda & Date of Next Meeting

- 8.1 Chairman's announcements: to receive for information announcements from Chairman and Members.
a) None.

- 8.2 Items for future agenda: to bring forward for information items for consideration for future agenda.
- a) Cllr C P Smith: Report from Churchstoke Recreation Association (confidential for personnel matters)
 - b) Cllr J N Wakelam: Hedge and trees between recreation field and Fir Court Drive.
- 8.3 Date of next meeting for information: Ordinary Business Meeting Tue 28th Sep'21, 7.30pm.

9.0 Confidential Session

- 9.1 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.

- 9.2 Recreation: Allotments [confidential reason commercial quotations]: to receive and resolve on quotation for clearing and retarding growth of vacant plots (confidential paper 16.2 to follow if received from contractor).

Declarations of Members' Interests:

- Cllr J N Wakelam declared a personal interest, as an allotment tenant, in this item.

The Clerk reminded Council of its decision in principle (Jun'21), for a contract for maintenance of vacant plots pending further information on costs to be obtained by the Clerk. Council received a commercial quotation for clearing and retarding growth of vacant allotments plots. The Clerk reported available budget for 2021-22.

RESOLVED:



































CCC will seek alternative quotation(s).

Action – Clerk to process


- 9.3 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 – 8.28pm.

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

-  01 - OVW - SEPTEMBER 2021 - Remote training sessions - 230821.pdf
-  02 - OVW - News Bulletin - 090821.pdf
-  03 - OVW - Recording One Voice Wales webinar WGov Local Places for Nature - 180821.pdf
-  04 - OVW - One Voice Wales and Keep Wales Tidy Free Webinar - 190821.pdf
-  05a - PSOW - Updated guidance in support of 2016 Model Code of Conduct - 170821.pdf
-  05b - PSOW - Code-of-Conduct-Guidance-Community-Councils 2021.pdf
-  06a - WGov - Briefing Note for CTCs Multi-location meetings - 040821.pdf
-  06b - WGov - Multi location meetings - LGE Act - CTC briefing - ENGLISH.pdf
-  07a - WGov - Consultation local taxes second homes & self-catering accommodation - 250821.pdf
-  07b - WGov - Consultation-local-taxes-second-homes-&-self-catering-accommodation.pdf
-  07c - WGov - local taxes response-form_0.pdf
-  08a - WGov - Children's playgrounds & outdoor play areas coronavirus guidance - 200821.pdf
-  08b - alert levels 2-4 reopening-childrens-playgrounds-and-outdoor-play-areas-coronavirus - 200821.pdf
-  08c - alert-level-0-guidance-employers-businesses-and-organisations - 200821.pdf
-  09 - WGov - Ministerial Advisory Forum Ageing CONSULTATION Priorities 6th Senedd - 020821.pdf
-  10 - WGov -Vacancy Statistical Officer - 160821.pdf
-  11a - WLGA - Welsh Public Sector Net Zero Route-map & Reporting Guide timetable - 050821.pdf
-  11b - WLGA - Letter - Public Sector Route Map Aug 2021 (E).pdf
-  12a - UK Gov - Community Ownership Fund information pack - 110821.pdf
-  12b - UK Gov - Community Ownership Fund information pack 210715.pdf
-  12c - UK Gov - COMMUNITY OWNERSHIP FUND ON-LINE APPLICATION FORM GO LIVE TODAY - 300721.pdf
-  12d - UK Gov - COF presentation slides.pdf
-  13a - Powys PSB - PUBLIC SERVICE BOARD meeting 30th Jul'21 - 300721.pdf
-  13b - Powys PSB - 2021-07-30 PSB Agenda Pack updated.pdf
-  14a - DP Police - iOS zero-day vulnerabilities ensure Apple upgraded to latest iOS & MacOS - 290721.pdf
-  14b - DP Police - BT Scam - Ongoing... - 200821.pdf
-  14c - DP Police - BT Warning C and E.pdf
-  14d - DP Police - BT Bill Scam Tweet_E.png
-  15 - CEW - Establishing a Community Fridge - 280721.pdf
-  16a - Ramblers - Call for communities to submit interest to improve local paths & nature - 040821.pdf
-  16b - Ramblers - Path Maintenance 2 (2).png
-  16c - Ramblers - Path 3 (2).png
-  16d - Ramblers - Path 4 (2).png
-  17a - Pageantmaster - THE QUEEN'S PLATINUM JUBILEE BEACONS 2ND JUN'21 - 020821.pdf
-  17b - Pageantmaster - Guide to Taking Part 3rd update - 020821.pdf
-  18a - Wiserd - Book FREE place Foundational Economy Conf 7-9 Sep'21 - 250821.pdf
-  18b - WISERD - July 2021 Newsletter - 020821.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - News from Russell George MS - 060821.pdf
-  02a - Powys CC - Liaison Mtg 15.04.21 T&CC Minutes Final - 170821.pdf
-  02b - Powys CC - Appendix A PCC and TCCs Meeting Attendance list 15.04.21 Final.pdf
-  03a - Powys CC - Community Ownership Fund information pack - 110821.pdf
-  03b - Powys CC - Community Ownership Fund information pack 210715.pdf
-  04a - WGov - Draft Local Elections (Principal Areas) (Wales) Rules 2021 & draft Local Elections (Communities) (Wales) Rules 2021 - 120821.pdf
-  04b - WGov - Local Elections (Principal Areas) (Wales) and (Communities) (Wales) Rules 2021 - Consultation Document. Eng.pdf
-  04c - WGov - Local Elections (Principal Areas) (Wales) Rules 2021 - Letter for the changes to election rules consultation#2.pdf
-  04d - WGov - Annex A. Local Elections (Principal Area) (Wales) Rules 2021.pdf
-  04e - WGov - Annex B - English - Local Elections (Principal Areas) (Wales) Rules 2021 - Explanatory Memorandum.pdf
-  04f - WGov - Annex C. Local Elections (Communities) (Wales) Rules 2021.pdf
-  04g - WGov - Annex D- English - Local Elections (Communities) (Wales) Rules 2021 - Explanatory Memorandum.pdf
-  04h - WGov - Local Elections (Principal Areas) (Wales) Rules 2021 - Consultation Response Form.pdf
-  05 - TFW - Community Woodlands Grant - 250821.pdf
-  06a - PTHB - COVID-19 Vaccination Stakeholder Bulletin 13 Aug'21 - 130821.pdf
-  06b - PTHB - 210813-Bwletin-BrechlynCOVID19Vaccination-Bulletin.pdf
-  07 - Powys Dyslexia Support Group - Poster for meeting 18 Sep'21 - 060821.pdf
-  08a - PAVO - AGENDA Welshpool Montgomery & Llanfair area Network Mtg17th Aug'21 - 040821.pdf
-  08b - PAVO - Final Network Meeting Agenda - Welshpool, Montgomery, Llanfair Caereinion, 17.08.2021.pdf
-  08c - PAVO - Community Support & Response Group Rep advert (4).pdf
-  08d - PAVO - CSRG Terms of reference.pdf
-  09 - PAVO - Extended deadline Social Value Development Fund - 020821.pdf
-  10a - PAVO - URGENT Volunteers Needed - 040821.pdf
-  10b - PAVO - Celf-Able Press July 27 2021 A4A-AFF.pdf
-  11 - PAVO - Carers Wales Social Enterprise for Unpaid Carers Event - 180821.pdf
-  12a - Play Wales - August's e-bulletin - 020821.pdf
-  12b - Play Wales - Happy Playday - 040821.pdf
-  12c - Play Wales - Welsh Play Workforce Survey - 110821.pdf