



**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 Thursday 25<sup>th</sup> August 2022 at 7.30pm**

at Churchstoke Community Hall and remotely on Zoom-Pro platform  
the meeting in August being planning, finance and urgent items only.

**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 Code of Conduct.

Attendance at the hall: Cllr B L Smith (Chairman), Cllr R K McLintock (Vice-Chairman), Cllr J Jones, Cllr A Richards, Cllr C P Smith, Cllr J N Wakelam, Cllr D N Yapp.

The Chairman welcomed Councillors, Clerk, and a member of the public and reminded attendees to show civility and respect to all throughout the meeting.

Attendance online: Cllr M A Whittall.

Apologies for absence approved by Council: None.

Apologies for absence received: None.

Other Members Absent: Cllr M J Jones.

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
5.5	Planning Applications	A Richards	Personal and prejudicial interest in applications 22/0566/FUL & 22/0772/FUL through working with both applicants
5.5	Planning Applications	J N Wakelam	Personal not prejudicial interest

			in application 22/0772/FUL through working for the accountant for applicant
--	--	--	-----------------------------------------------------------------------------------

- 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](mailto: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.

The Chairman recommended, with agreement of the Council, that Item 7.1 is taken at this point.

**RESOLVED**

*CCC takes item 7.1 at this point.*

- 7.1 Electoral Matters: Co-Option to vacancies: to receive expression(s) of interest and to resolve to co-opt to vacancies Churchstoke ward and/or Hyssington ward.

The Chairman reminded Council of the vacancies remaining after the elections 5<sup>th</sup> May'22 and the Council's Notices of Co-Option. The Clerk reported one expression of interest for Churchstoke ward.

**RESOLVED**

*CCC co-opts Mr J Jones as community councillor for Churchstoke ward.*

Action – Clerk to process

Cllr J Jones signed acceptance of office and joined the meeting at this point.

**4.0 Minutes of Previous Meetings**

- 4.1 To approve & sign the minutes as a correct record of the Green Grants Committee Meeting 28<sup>th</sup> July 2022, the committee comprising all councillors (paper 4.1 previously circulated).

The minutes of the Green Grants Committee Meeting 28<sup>th</sup> July 2022 were reviewed.

**RESOLVED**

*The minutes of the Green Grants Committee Meeting 28<sup>th</sup> July 2022 are approved and signed as a correct record.*

- 4.2 To report, for information purposes only, matters arising from the minutes of the Green Grants Committee Meeting 28<sup>th</sup> July 2022.

- 4.2.1 (8.0) Timetable of next actions

The Clerk reported that grant applicants have been informed of the grant awards.

- 4.3 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 28<sup>th</sup> July 2022 (paper 4.3 previously circulated).  
The minutes of the Ordinary Business Meeting 28<sup>th</sup> July 2022 were reviewed.

#### RESOLVED

*The minutes of the Ordinary Business Meeting 28<sup>th</sup> July 2022 are approved and signed as a correct record.*

- 4.4 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 28<sup>th</sup> July 2022.
- 4.4.1 (8.1) Recreation Field Aeration  
The Clerk reported the contractor is prepared undertake one session of field aeration at £250, and a purchase order has been issued.

### 5.0 Planning & Building Control

#### 5.1 Planning & Building Control General Correspondence:

- 5.1.1 Planning Aid Wales: Latest training from Planning Aid Wales (paper 5.1.1 previously circulated).

Council received details of training opportunities and the Clerk invited Members to let him know if any wished to attend the training events.

Action – Members  
to inform Clerk

- 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.  
None.

- 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
22/0319/LBC	Pentre Mill, Pentre	Approve
22/0855/FUL	Llanerch Farm, Hyssington	Approve
22/0953/HH	Padog Bach, Churchstoke	Approve

- 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 A Richards declared a personal and prejudicial interest in applications 22/0566/FUL & 22/0772/FUL through working with both applicants and left the meeting for these items.
- Cllr J N Wakelam declared a personal not prejudicial interest in application 22/0772/FUL through working for the accountant for applicant.

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.

### RESOLVED

CCC responds to consultations on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
22/0566/FUL	Mr Frazer Moss, Moss Contracting, Todleth View, Churchstoke	Todleth View, Churchstoke	Erection of an agricultural building for machinery (retrospective)	O*
22/0772/FUL	Mr Aidan Jones, The Broads, Churchstoke	The Broads, Churchstoke	Erection of hay store	S

*\*22/0566/FUL: CCC objects to the application for the following reason(s): the application states there will be an increase in employment, which suggests there will be an increase in the applicant's contracting business being run from the premises; the community council is of the view that safe access from the premises onto the A489 is already inadequate and an increase in use will exacerbate the situation.*

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 within the community as will be brought to the attention of the council by the Clerk.  
None.

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.

Ref.	Applicant	Site	Description	rec.
None.				

## 6.0 Finance and Assets

### 6.1 Finance Specific Correspondence

- 6.1.1 Consultation: Audit Wales: Fee Scales 2023-24: to receive the consultation closing 16<sup>th</sup> Sep'22, and to resolve whether to respond and if so to delegate the response to the Clerk after reference to a working group elected here (papers 6.1.1a-b previously circulated).  
The Chairman referred Members to the consultation papers. The Clerk indicated Audit Wales proposes to increase fee rates by an average of 5.5% in 2023-24, though legislation requires that the fees charged may not exceed the full cost of exercising the function to which the fee relates.

RESOLVED

*CCC does not wish to respond to the consultation.*

- 6.1.2 Other Finance Specific Correspondence: to circulate for information such financial correspondence, if any, 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	£
I Bruntnell	Allotment rents plots 7 & 10	60.00
HMRC	Vat reclaim 2021-22	2,079.71
K Douras	Allotment rent plot 6	17.50
NatWest Bank	Gross interest Jul'22	1.44
F Griffiths	Allotments rents plots 5 & 14	47.50
Total		2,206.15

### 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
1483	Groundforce Landscape Ltd	Grounds Maintenance Contract – July 2022	816.14	163.23	979.37
1484	Powys County Council	Rec field trade refuse bin 1 <sup>st</sup> Apr-30 <sup>th</sup> Jun'22	36.42	0.00	36.42
1485	E J Humphreys	Admin exp Q1 Apr-Jun'22	268.12	14.14	282.26
1486	E J Humphreys	Zoom Pro Aug'22	11.99	2.40	14.39
1487	Churchstoke Bowling Club	Green Grant 2022	250.00	0.00	250.00
1488	Hyssington Village Institute	Green Grant 2022	250.00	0.00	250.00
<i>Total for authorisation this meeting</i>			<i>1,632.67</i>	<i>179.77</i>	<i>1,812.44</i>

*To report items previously authorised*

1489	E J Humphreys	Clerk net salary Aug'22	As employment contract
------	---------------	-------------------------	------------------------

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	14,604.77
Less consolidated ring-fenced funds	0.00	5,505.78
Net balances available	1,000.00	9,098.99

**7.0 Urgent Matters Which Require Attention Before the September Meeting**

- 7.1 Electoral Matters: Co-Option to vacancies: to receive expression(s) of interest and to resolve to co-opt to vacancies Churchstoke ward and/or Hyssington ward.

This item was dealt with earlier in the meeting after item 3.

- 7.2 Recreation: to report damage by person's unknown to CCC property, the Churchstoke notice board, the matter awaits advice of police and insurers, and to authorise the Clerk to proceed with claim and quotations for repair or replacement (papers 7.2a-b previously circulated).

The Clerk reported damage by person's unknown to CCC property, the Churchstoke notice board and the matter has been passed to the police and council's insurers. The Clerk thanked Cllr C P Smith for taping off the notice board for safety.

**RESOLVED**

*CCC authorises the Clerk to proceed with claim and quotations for replacement, and to include the staff time in costs.*

Action – Clerk to process

**7.3 Highways and Rights of Way**

- 7.3.1 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.
- a) Powys CC: to receive notice of emergency road closure U2708 Old Churchstoke 1<sup>st</sup> – 3<sup>rd</sup> Aug 2022 (papers 7.3.1a 1-2 previously circulated)  
Council received the retrospective notice.
- b) Powys CC: to receive notice of temporary closure C2055 Hall Bank 24<sup>th</sup> – 25<sup>th</sup> Oct'22 (papers 7.3.1b 1-2 previously circulated).  
Council received the advance information on closure.

- 7.3.2 Reports from CCC to Powys CC/ Shropshire Council: to report and resolve if desired, highways/ rights of way maintenance matters, if any. The Chairman invited Members to bring forward highways matters for the attention of the highways authorities

**RESOLVED**

*CCC reports for the attention of highways authorities as follows:*

- a) *A489, Churchstoke, at Orchard Close junction: road subsiding*
- b) *A489, Churchstoke, opposite the Co-Op: road subsiding*
- c) *A489, Churchstoke Bridge: overhanging hedge at The Willows obstructing the sightline for vehicles turning right into A490.*

Action – Clerk to process

#### 7.4 Correspondence

- 7.4.1 Powys CC: to receive information from the Commons Registration Authority that new village green has been registered Hyssington (papers 7.4.1a-c previously circulated).

Council received information that a new village green has been registered at Hyssington adjacent to the horse-well. The Chairman congratulated the Friends of the Green and Horsewell (FOTGAH) for its considerable efforts and perseverance over a long period and thanked members of the community for their witness statements.

- 7.4.2 One Voice Wales (OVW) Correspondence: to receive and circulate for information such items of OVW correspondence as will be brought to the attention of the council by the Clerk.

The Clerk reported 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

- 7.4.3 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

#### 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) Cllr J N Wakelam: informed members the A489 has been swept recently
- b) Chairman: informed Members of missed recycling and food waste bin collections
- c) Chairman: informed Members the recycling banks for glass have been overflowing, and the frequency of emptying or the number of bins seems to be inadequate. The Clerk indicated this would be followed up as part of CCC's adopt-a-site agreement with the county council.

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

None.

8.3 Date of next meetings: Ordinary Business Meeting 29<sup>th</sup> Sep'22, 7.30pm, at Hyssington Village Hall and Online.

## **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 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 – 8.24pm.



























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

-  01a - OVW - AUGUST TRAINING DATES - 030822.pdf
-  01b - OVW - Free Places Form 2022-2023.pdf
-  01c - OVW - Overview Modules Jan 2018 ENG.pdf
-  02a - OVW - Events - Managing meadows for Insects - 030822.pdf
-  02b - OVW - Meadow Management for Insects English.png
-  03a - OVW - Training - Rhos Pasture & Marshy Grassland Mgmt by Grazing - Ffridd Mgmt upland fringe habitats - 040822.pdf
-  03b - OVW - PONT Rhos Pasture and Ffridd Habitats English poster.png
-  03c - OVW - PONT Rhos Pasture and Ffridd Habitats English instagram.png
-  04 - OVW - Seeking Welsh Suppliers - 080822.pdf
-  05 - OVW - Innovative practice conference - Green infrastructure projects - 220822.pdf
-  06 - OVW - DEADLINE 9th Sep'22 Keep Wales Tidy - Community Orchard package - 220822.pdf
-  07 - OVW - DRAFT Minutes Montgomery AC inc AGM 20th June 2022.pdf
-  08 - OVW - 2nd Round Local places for Nature - Breaking Barriers funding - 150822.pdf
-  09 - NRW - Nature Networks Fund - 230822.pdf

---

-  10a - Eden Project - Community Camp Eden Project Communities - 090822.pdf
-  10b - Eden Project - Make things happen.jpg
-  10c - Eden Project - Community Camp at Eden Project 22.jpeg
-  11a - Powys CC - Planning slides from Community & Town Council Mtg on 28 Jul'22 - 010822.pdf
-  11b - Powys CC - Powerpoint presentation 1.pdf
-  11bc - Powys CC - Powerpoint presentation 2.pdf
-  12a - WGov - The section 6 biodiversity and ecosystem resilience duty - 120822.pdf
-  12b - WGov - Letter s6 reporting requirement - TCCs.pdf
-  12c - WGov - Resources sheet T&CCC.pdf
-  13 - WGov - Resilient Communities Grant Update - 040822.pdf
-  14a - WGov - Ministerial Advisory Forum on Ageing (MAFA) Information on Cost of Living Support - 240822.pdf
-  14b - WGov - Help for Households Get government cost of living support - website.pdf
-  14c - WGov - stakeholderandemployertoolkit\_cost\_of\_living1.pdf
-  15a - OPCW - Commissioner's Newsletter Special Bulletin Cost of Living - 120822.pdf
-  15b - OPCW - Commissioner's Newsletter Special Bulletin Cost of Living.pdf

## Appendix 2: General correspondence received circulated post meeting

-  01 - Cty Cllr D Bebb - CCC Updates 250822 - 240822 REDACTED.pdf
-  02 - R George MS - August Newsletter from Russell George MS - 090822.pdf
-  03 - Powys CC - Powys Discretionary Fund for Cost of Living - 080822.pdf
-  04 - Powys CC - Letter to TCCs re mbrs Stds Cttee Community Sub-Cttee - 080822.pdf
-  05a - Powys CC - Mid Wales UK Shared Prosperity Fund Webinar - Presentation - 290722.pdf
-  05b - Powys CC - 220711-UKSPF\_WEBINAR\_Final.pdf
-  06a - Powys CC - Welsh Government Energy Service - Community Energy Grants - 020822.pdf
-  06b - Powys CC - WGES - Community Engagement 270722 Slide Deck.pdf
-  06c - Powys CC - Community Energy Resource Grant - EOI Guidance (250722).pdf
-  06d - Powys CC - Welsh Government Energy Service - Shared ownership funding.pdf
-  07 - SaTH - Find out latest from Shrewsbury and Telford Hospital NHS Trust - 220822.pdf
-  08 - GS for WGov - Living Safely with COVID - 040822.pdf
-  09a - CA Powys - News UPDATE from Citizens Advice Powys - 24082.pdf
-  09b - CA Powys - Citizens Advice Impact Report April - June 2022.pdf
-  10a - PAVO - Powys Social Value Forum Dev Fund - Round 2 - 020822.pdf
-  10b - PAVO - POWYS SOCIAL VALUE FORUM DEVELOPMENT FUND 2022-23 ROUND 2.png
-  11 - SpArC - PastedGraphic-1 - 020822.tiff
-  12a - PACE - A Powys network to support community led climate change actions - 290722.pdf
-  12b - PACE - minutes 260722.pdf
-  12c - PACE - Terms of Reference 140221.pdf
-  12d - PACE - Powys Action on the Climate Emergency constitution.pdf
-  13a - Play Wales - All to play for this Playday - 030822.pdf
-  13b - Play Wales - August e-bulletin - 180822.pdf
-  13c - Play Wales - Research The Welsh Play Workforce Study 2021 - 240822.pdf