



**CYNGOR CYMUNED YR YSTOG  
CHURCHSTOKE COMMUNITY COUNCIL**

E J Humphreys MA Oxf, BA(Hons) 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 26<sup>th</sup> February 2026 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 E Evans, Cllr M J Jones (Chair), Cllr R K McLintock, Cllr B L Smith, Cllr C P Smith, Cllr M Whittall, Cllr D N Yapp.

Attendance online: Cllr D Bebb.

The Chair welcomed all, including members of the public, to the meeting and reminded attendees to show civility and respect to all throughout the meeting.

Apologies for absence approved by Council: None.

Apologies for absence received reported to Council: Cllr A Richards.

Apologies for absence received not reported to Council: None.

Other Members Absent: Cllr 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
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](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.

#### **4.0 Electoral & Governance Matters**

4.1 Co-Option to Vacancies in Hyssington Ward: to receive applications, if any, and to resolve to co-opt to the two vacancies.

Members and the Clerk reported no expressions of interest have been received.

4.2 Code of Conduct: to report the training video recommended and organised by the Powys Standards Community Sub-Committee is now available for the council at

[https://powyscc.sharepoint.com/:v/s/services/cld/ops/SS/IQCxqYTx5DjTrDsNn vQPgBTAbIwRhwtA5\\_SPj9-8qceqls?e=ksNUxa](https://powyscc.sharepoint.com/:v/s/services/cld/ops/SS/IQCxqYTx5DjTrDsNn vQPgBTAbIwRhwtA5_SPj9-8qceqls?e=ksNUxa).

The Clerk reported receipt of the link to the on-line training video and the login process, and invited Members to take up the opportunity to view the training video collectively or individually.

#### **5.0 Minutes of Previous Meetings**

5.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 29<sup>th</sup> January 2026 (paper 5.1 previously circulated).

The minutes of the Ordinary Business Meeting 29<sup>th</sup> January 2026 were reviewed.

RESOLVED

*The minutes of the Ordinary Business Meeting 29<sup>th</sup> January 2026 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 29<sup>th</sup> January 2026.

None.

**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 affect the Churchstoke community as follows (paper 6 previously circulated).

Cty Cllr D Bebb referred Members to the written report which highlighted,

- Progress update on the location of the traveller site
- Allocation of the new social housing under construction in Churchstoke.

#### **7.0 Planning & Building Control**

7.1 Planning & Building Control General Correspondence:

7.1.1 Planning Aid Wales: to receive the latest planning news and training opportunities (papers 7.1.1a-b previously circulated).

The Clerk reminded Members of latest news and training opportunities and reminded Members of the training budget to cover attendance.

7.1.2 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 Decisions: to report notifications from Powys CC of planning decisions in the community council area, if any (papers 7.2a-b previously circulated)

The Clerk reported notification as follows,

Ref.	Site	Powys CC Decision
25/1639/FUL	Lynwood, Churchstoke	Approve
25/1685/HH	Tan Y Bryn, Churchstoke	Approve
25/1545/FUL	Land adj. Broadway Hall	Approve
25/1725/HH	Pentre Willey, 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.	Appellant	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 Chairman referred Council to the consultations.

RESOLVED

*CCC responds to consultation on planning applications as follows,*

Ref.	Applicant	Site	Description	rec.
26/0063/FUL	Mr A Putson, c/o Gwynfor Humphreys & Co, Ty Fedw, Abermule, Montgomery	Land 388 Metres South Southwest of Llanerch Farm, Hyssington	Siting of 2No holiday cabins, installation of sewerage treatment plant & upgrade of access	S
26/0095/VAR	Ms Lynne Smith, Barnfields, Old Churchstoke	Barnfields, Old Churchstoke	Application to discharge S106 agreement attached to permission M/2002/0099 (occupancy)	N

26/0178/FUL	Ms Hughes, Brynkin Workshop, Green, Lane, Churchstoke,	Brynkin Workshop, Green, Lane, Churchstoke,	Change of use from existing outbuilding into a cattery and associated works	S
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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: Entrance Gate: to report and resolve remedial work if desired (Cllr C P Smith).  
Cllr C P Smith reported the gate hanging incorrectly. Members reported it has already been remedied although there is no fixture to retain it in an open position.

RESOLVED

*CCC commissions a drop-bar, or some such device, to retain the gate in an open position.*

Action – Clerk to process

8.2 Recreation Field: to receive and resolve a request for exclusive use of the field on dates as yet unspecified (paper 8.2 previously circulated).  
The Clerk reported a request for exclusive use of the field on dates as yet unspecified from Sunshine Coast FC UK Ltd, an international football academy based in Bishops Castle, and also reported its responses to the Clerk's follow up enquiries. There was a debate about exclusive use of the public asset for private profit, and on practicalities of frequency of use and maintenance of the playing field.

RESOLVED

*CCC defers decision and asks for further detail from Sunshine Coast FC UK Ltd on,*  
a) *Schedule of dates of need*

- b) *What work the organisation would undertake to make the field playable before and after use.*

Action – Clerk to process

Cllr D Bebb left the meeting at this point.

- 8.3 Recreation Field: to receive and resolve a request for exclusive use of the field and car park on 22<sup>nd</sup> Aug'26 (paper 8.3 previously circulated).  
The Clerk reported a request for exclusive use of the field and car park on 22<sup>nd</sup> August for a men's fitness event similar to events currently in the village hall, and also reported its responses to the Clerk's follow up enquiries. There was a debate about exclusive use of the public asset and on practicalities.

**RESOLVED**

*CCC defers decision and asks for further detail from the requester on*

- a) *A plan for the day and expected attendance*
- b) *Commitment to make no damage to the field and to avoid amplified music after 6pm*
- c) *Whether residents from the Churchstoke community would be permitted to join*
- d) *What the applicant would consider a suitable contribution to public funds.*

Action – Clerk to process

**9.0 Cemetery**

- 9.1 Entrance Gate: to report and resolve remedial work if desired (Cllr C P Smith).  
Cllr C P Smith reported, and illustrated with photographs, the deteriorated condition of the gate and the loose hanging post.

**RESOLVED**

*CCC commissions repairs to the cemetery gate fixing.*

Action – Clerk to process

- 9.2 Notice Board: to report and resolve remedial work if desired (Cllr C P Smith).  
Cllr C P Smith reported, and illustrated with photographs, the loose fixing of the cemetery notice board and the damaged 'no dogs' sign.

**RESOLVED**

*CCC commissions repairs to the cemetery notice board fixing and a new 'no-dog' sign, and asks the Clerk to send up to date cemetery fees to Cllr B L Smith for posting to the notice board.*

Action – Clerk to process

**10.0 Representatives to Outside Bodies**

- 10.1 One Voice Wales (OVW) Society of Local Council Clerks (SLCC)

- 10.1.1 OVW: Montgomeryshire Area Committee 2<sup>nd</sup> Feb'26: to receive minutes of the remote meeting of the committee for information (Cllr M J Jones) (paper 10.1.1 previously circulated).  
Cllr M J Jones referred Members to the minutes of the Montgomeryshire Area Committee by way of update.

- 10.1.2 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, 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

## 10.2 Vale of Montgomery Rural Cluster (VMRC)

- 10.2.1 To note Cllr J Jones has stood down as co-representative and to elect to the vacancy.

The Clerk reminded Council that Cllr J Jones has stood down as co-representative and invited Council to elect to the vacancy.

RESOLVED

*CCC elects Cllr Evans as co-representative to Vale of Montgomery Rural Cluster.*

Action – Clerk to process

- 10.2.2 To consider and resolve if desired on engagement in, and preparation for, the VMRC community Nature Day events in June (Cllr M A Whittall) (paper 10.2.2previously circulated).

Cllr M A Whittall reported from the last VMRC meeting 14<sup>th</sup> Jan (in Churchstoke) and the work for the next 14<sup>th</sup> April (also in Churchstoke), and on work for the Biodiversity Engagement Event (BEE) on 6<sup>th</sup> June (Berriew) and 7<sup>th</sup> June (Kerry) and whether a similar BEE could be held in Churchstoke.

RESOLVED

*CCC will promote a call to action for a BEE in Churchstoke through posters, website, school, and Members' direct engagement. CCC asks volunteers to contact Cllr M Whittall.*

- 10.3 To receive reports for information, if any, from representatives to other outside bodies.

None.

## 11.0 Finance and Assets

- 11.1 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.

- 11.2 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 Jan'26	16.29
R G Peate Funeral Services	Cemetery burial fee (plot 488)	380.00
ME & A Hughes	Cemetery memorial fee (plot 471)	190.00
	Total	586.29

11.3 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
1760	E J Humphreys	Reimburse Norton computer anti-virus	83.32	16.67	99.99
1761	Powys CC	Cemetery bin Jan'25	20.20	0.00	20.20
1762	Powys CC	Rec field bin Jan'25	20.20	0.00	20.20
1763	E J Humphreys	Admin exp Q2 Jul-Sep'25	207.27	15.03	222.30
<i>Total authorised for payment</i>			<b>330.99</b>	<b>31.70</b>	<b>362.69</b>

*To report items previously authorised for payment*

1764	E J Humphreys	Clerk net salary Feb'26	<i>As employment contract</i>		
			Action – Clerk to process		

11.4 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	22,672.74
Less consolidated ring-fenced funds	0.00	9,243.61
Net balances available	1,000.00	13,429.13

## 12.0 Highways, Rights of Way & Watercourses

12.1 Highways: to receive for information notifications & diversion maps for works, if any, already actioned or to be actioned as follows.

Council received as follows,

12.1.1 Powys CC: Emerg Closure C2054 Churchstoke 21-22 Jan'26 (papers 12.1.1a-b previously circulated)

12.1.2 Powys CC: Temp Closure C2055 Green Lane, Churchstoke 27 Mar'26 (papers 12.1.2a-b previously circulated).

12.1.3 Powys CC: Emerg Closure C2055 Hall Bank, Churchstoke 25-27 Feb'26 (previously circulated).

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

None.

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

None.

12.4 Watercourses: to receive for information such items of watercourses correspondence, if any, as will be brought be brought to the attention of the council by the Clerk.

None.

- 12.5 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 matters for the attention of the highways authorities.

**RESOLVED**

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

- a) *B4385 Blue Bell to Montgomery: considerable potholes, surface damage and flooding*
- b) *A489 adj The Lack: pothole.*

Action – Clerk to process

**13.0 Correspondence, Feedback and Invitations**

- 13.1 Llandrindod Wells Town Council: Cross Border Health Care: to recap that CCC does not wish to join the coalition at this juncture and asked to be kept informed of progress/ developments, to receive notice of a remote meeting 16<sup>th</sup> Mar'26, at 6.30pm (paper 13.1 previously circulated).  
Noted.

- 13.2 To receive and circulate for information such other items of general correspondence as will 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

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

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

- a) Cllr C P Smith: reminded Members the funeral of the late Lyn Saxon will take place on Tuesday 3<sup>rd</sup> Mar'26 in Shrewsbury followed by a wake in the community hall at 15:30, and she will attend the wake as CCC's representative to the Churchstoke Recreation Association.

- 14.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.  
a) Recreation Field hire.

- 14.3 Date of next meeting 26<sup>th</sup> Mar'26, 7.30pm, at Hyssington & online.

**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.

**RESOLVED**

*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.*

- 15.2 Field Allotments at Old Churchstoke: [confidential reason: preparation of a specification for tender] to note that the tenancies on the four one-acre allotments at Old Churchstoke end on 31<sup>st</sup> Mar'26 and to resolve and to authorise continuation of current practice, and the Clerk to issue invitations to tender on existing terms (confidential paper 15.2 previously circulated). The Clerk reminded Council of the end of the current arrangements and illustrated a draft tenancy agreement.

RESOLVED

*CCC issues an invitation to tender for Field Allotments at Old Churchstoke on existing terms as circulated.*

Action – Clerk to process

- 15.3 Grounds Maintenance: [confidential reason: preparation of a specification for tender]: to consider and, if desired, to resolve to the draft specification for public tenders. Council is reminded of its duty under the Environment (Wales) Act 2016 S6 “A public authority must seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions”. (confidential paper 15.3 previously circulated). The Clerk reminded Council of the end of the 2-year contract and illustrated a draft tenancy agreement.

RESOLVED















*CCC issues an invitation to tender for grounds maintenance based on the draft specification as circulated.*

Action – Clerk to process


















- 15.4 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 – 9.00pm.

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

-  01a - OVW - One Voice Wales National Awards 2026 - 020226.pdf
-  01b - OVW - Nomination Guide Awards 2026 PDF.pdf
-  02a - OVW - E-BULLETIN ISSUE 17 - 060226.pdf
-  02b - OVW - One Voice Wales E Bulletin Issue 18 - 200226.pdf
-  03 - OVW - REMINDER Joint event One Voice Wales & Planning Aid Wales - 170226.pdf
-  04 - OVW - COMMUNITY ASSET TRAINING SESSION THU 19 FEB 6.30-8.00PM - 170226.pdf
-  05 - OVW - Covid-19 National Day of Reflection 2026 - 020226.pdf
-  06 - OVW - Age Friendly Communities Newsletter - 090226.pdf
-  07a - OVW - Big Belly Smart Bins - introductory offer in partnership KWT - 110226.pdf
-  07b - OVW - FS Bigbelly Brochure 2025.pdf
-  07c - OVW - FS Bigbelly Introduction 2025.pdf
-  08 - OVW - Biodiversity Last chance to apply - 120226.pdf
-  09 - DBCC - IMPORTANT Publication of Annual Remuneration Report 2026-27.pdf
-  10 - OPCC - Commissioner's Newsletter\_ February 2026 - 170226.pdf

## Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - February Newsletter - 030226.pdf
-  02 - Powys CC - Recycling and waste collection days are changing - 020226.pdf
-  03a - Powys PSB - Resilient Powys Event Sat 7th Feb'26 - 290126.pdf
-  03b - Powys PSB - Info\_Agenda\_v4\_ResilientPowys.pdf
-  04 - Llais - IMPACT - Llais monthly newsletter - 030226.pdf
-  05a - SaTH NHS Trust - Review our draft Community Engagement Strategy - 120226.pdf
-  05b - SaTH NHS Trust - Invitation About Health Cardiovascular Disease Prevention - 230226.pdf
-  06a - SpArC - POOL - QUESTIONS - 120226.pdf
-  06b - SpArC - POOL PROJECT 1 - 190226.pdf
-  07a - PTHB - FW\_ Local voices shape review of temporary service change - 020226.pdf
-  07b - PTHB - News from North Powys Wellbeing Programme - 100226.pdf
-  08 - PAVO - 7.1.26 Welshpool\_Llanfair\_Montgomery Locality Network Mtg notes - 300126.pdf
-  09 - PAVO - NHS Wales Emergency Medical Retrieval & Transfer Service - 050226.pdf
-  10 - MNPMIND - Service Summary Jan 2026 - 050226.jpg
-  11a - Play Wales - Manifesto for championing children's play - 030226.pdf
-  11b - Play Wales - February 2026 e-bulletin - 200226.pdf
-  11c - Play Wales - Play in the first 1000 days - 250226.pdf