



**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 Tuesday 26<sup>th</sup> March 2019, 7.30pm  
at Hyssington Village Hall.**

**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 Frost, Cllr G Jameson, Cllr J Jones, Cllr M J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith (Vice-Chairman), Cllr C P Smith, Cllr J N Wakelam, Cllr D N Yapp.

Apologies for absence approved by Council: None.

Other apologies for absence reported to the meeting: None.

Other Members not present: None.

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

Invited Guest: PCSO 81557 Aimee Bartlett.

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

Agenda Number	Item	Councillor	Nature of Declaration
8.2	Churchstoke Bowling Club	J N Wakelam	Person and prejudicial interest as a member of the bowling club
10.2	Independent Remuneration Panel for Wales	G Frost	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council
10.2	Independent Remuneration Panel for Wales	G Jameson	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council
10.2	Independent Remuneration Panel for Wales	J Jones	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council

10.2	Independent Remuneration Panel for Wales	M J Jones	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council
10.2	Independent Remuneration Panel for Wales	R K McLintock	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council
10.2	Independent Remuneration Panel for Wales	D L Powell	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council
10.2	Independent Remuneration Panel for Wales	A Richards	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council
10.2	Independent Remuneration Panel for Wales	C P Smith	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council
10.2	Independent Remuneration Panel for Wales	B L Smith	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council
10.2	Independent Remuneration Panel for Wales	J N Wakelam	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council
10.2	Independent Remuneration Panel for Wales	D N Yapp	Personal not prejudicial interest excepted pursuant to paragraph 12(2)(b)(iv) of the Code of Conduct as a Member of the Council

**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 Guest: Dyfed Powys Police:** to welcome PCSO 8157 Aimee Bartlett to meet the community and to hear the community's concerns expressed via the community council.

The Chairman welcomed PCSO 8157 Aimee Bartlett to the meeting.

PCSO Bartlett explained her role in community policing highlighting several local matters including:

- The neighbourhood patch covering Churchstoke, Hyssington & Snead
- Quarterly surgeries are being held in Churchstoke
- Over the past 12 months there have been 47 crimes reported (September 2018 being the highest with 9, May 2018 being lowest with 1), but low rates compared to other areas

- A PCSO focus on Anti-Social Behaviours (8 incidents since Apr'18)
- Increased patrols to increase presence
- Lorry parking illegally on A489 at the Co-Op a recurring problem (Members illustrated examples captured on Dashcam). PCSO agreed to forward details of a Go Safe website where Dashcam or other evidence can be uploaded to the police electronically
- Speed camera operating on A489, and the option of a community speed watch using volunteers.

The Chairman thanked PCSO Bartlett for making contact and for attending the meeting.

#### **4.0 Minutes of Meetings**

- 4.1 To approve & sign as a correct record the minutes of the Full Council Ordinary Business Meeting 26<sup>th</sup> February 2019 at Churchstoke Community Hall (paper 4.1 previously circulated).  
The minutes of the Full Council Ordinary Business Meeting 26<sup>th</sup> February 2019 at Churchstoke Community Hall were reviewed.

RESOLVED:

*The minutes of the Full Council Ordinary Business 26<sup>th</sup> February 2019 at Churchstoke Community Hall are approved and signed as a correct record.*

- 4.2 Matters Arising from Minutes for Information: to report matters arising for information from the minutes of the Full Council Ordinary Business Meeting 26<sup>th</sup> February 2019 at Churchstoke Community Hall.

4.2.1 (7.1) Recreation Field Aeration

Cllr D N Yapp reported that Powys CC has undertaken aeration in the week beginning 18<sup>th</sup> March, but it appears to be shallow and no advance notice had been given.

Action – Clerk to enquire with Powys CC

#### **5.0 Governance: Electoral Matters Hyssington Ward**

- 5.1 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 1 remaining vacancy on the council for Hyssington Ward.

The Chairman reminded Members of the remaining vacancy in Hyssington Ward following elections on 4<sup>th</sup> May 2017, and of publication of intent to co-opt. The Clerk reported no expressions of interest have been received.

Action – Members to seek

#### **6.0 Planning Matters**

- 6.1 Planning Specific Correspondence: to receive, for information, planning specific correspondence:

6.1.1 Powys CC Cabinet Member for Economy & Planning: The Clerk reported received acknowledgement from Powys CC Cabinet Portfolio Holder, Cllr. Martin Weale, regarding CCC's further protest (Feb'19). Noted.

6.1.2 Planning Aid Wales: The Clerk reported correspondence containing details of news, events & training

- a) 'Introduction to Planning Enforcement', Llangollen, 13th Mar'19
- b) 'Events in Your Area' news
- c) 'Planning Your Places', Llandrindod Wells, 21st Mar'19
- d) 'Introduction to Planning', Bangor, 20<sup>th</sup> Mar'19
- e) 'Planning Your Places', Wrexham, 28<sup>th</sup> Mar'19.

6.1.3 Powys CC: The Clerk reported notice of Planning Aid Wales 'Planning Your Places', Llandrindod Wells 21st Mar'19.

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 (paper 6.2 previously circulated).

Ref.	Site	Powys CC Decision
19/0029/FUL	Tree Tops, Churchstoke	Approve
18/0556/OUT	The Firs, A489, Churchstoke	Approve

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://pa.powys.gov.uk/online-applications/?lang=EN> 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.

Ref.	Applicant	Site	Description	rec.
None.				

6.7 Planning Enforcement:

6.7.1 From Powys CC to CCC: to report for information, planning enforcement matters within the community (inc. paper 5.8.1 previously circulated).

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.

Ref./ Site	Description
None.	

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

7.1 One Voice Wales: Innovative Practice Conference & Awards: to receive invitation and to resolve, if desired, on attendance (papers 7.2a-b previously circulated). Council received an invitation to attend the Innovative Practice Conference & Awards 28<sup>th</sup> Mar'19, Llanelwydd. Noted.

7.2 Other OVW/SLCC Correspondence: to receive and circulate for information other correspondence received from/via OVW/SLCC 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 2.

Action – Clerk to circulate documents post-meeting

## 8.0 Recreation

8.1 WW1 Commemorative Benches: to consider and resolve on preferred locations for the new benches at Hyssington (Cllr R K McLintock).

Cllr R K McLintock reported from the Hyssington Village Institute that its preferred location for the WW1 Commemorative Bench is at the village car park and will install it as soon as can be arranged.

### RESOLVED

*CCC supports the choice by the Hyssington Village Institute of its preferred location for the WW1 Commemorative Bench being at Hyssington Car Park, with installation by the Institute as soon as it can arrange.*

The Clerk reported that arrangements for the preferred location in Churchstoke village are under discussion with Powys CC Highways Officers, and that a fee may be payable for a roadside site.

8.2 Churchstoke Bowling Club: to note the statement of intent from the Bowling Club that it will erect advertising boards at the bowling green and to endorse the Clerk's reply (papers 8.2a-b previously circulated).

### Declarations of Members' Interests:

- Cllr J N Wakelam declared a personal and prejudicial interest and left the meeting for this item.

The Chairman referred Members to the correspondence from the Bowling Club, to the Clerk's reply, and to further correspondence from the Club. The Clerk reminded Council of the terms of the lease.

**RESOLVED:**

*CCC endorses the Clerk's reply highlighting the terms of the lease requiring landlord's (i.e. community council) consent, and that parties consider an appropriate fee. CCC agrees in principle to erection of advertising signs on the fence through a licence agreement, but asks for information on size, quantity, location and orientation before permission is given, and that there will be an annual fee which can be determined after these details are provided.*

Action – Clerk to process

**9.0 Village Green at Hyssington:** to report, and resolve if desired, from the Friends of the Green at Hyssington (FOTGAH) on the preparation of draft arrangements with CCC (Cllr R K McLintock).

The Chairman reminded Members that FOTGAH is preparing a draft arrangement agreement between FOTGAH and CCC, and the Clerk has already submitted CCC's 1<sup>st</sup> comments. Cllr R K McLintock reported there is no further news from FOTGAH but will keep CCC informed.

**10.0 Finance**

**10.1 Finance Specific Correspondence:** to receive finance specific correspondence for information (if any).  
None.

**10.2 Independent Remuneration Panel for Wales (IRPW):** Allowances and Expenses 2019-20: to receive the final report and determinations of the IRPW, and to resolve allowances for 2019-20 (papers 10.2a-c previously circulated).

The Chairman referred Members to the Independent Remuneration Panel for Wales Annual Report 2019-20 setting out the determinations for various allowances, and expenses for approved duties. The Clerk also reported changes from the previous year.

**RESOLVED**

*CCC receives the Independent Remuneration Panel for Wales Annual Report 2019-20, notes the mandated determinations 40, 46 and 49 which must be actioned, and sets non-mandated determinations as follows:*

- *42 specific responsibilities: none*
- *43 travel costs for approved duties: by claim at the set rates*
- *44 overnight and subsistence for approved duties: by claim at the set rates*
- *45 financial loss for attending duties: by claim at the set rates*
- *47 payment to Civic Head (Chair): £100*
- *48 payment to Deputy Civic Head (Vice-Chair): none*

*unless any individual Member chooses to forgo part or all of the entitlement to any of these payments by giving notice in writing to the proper officer of the council.*

Action – Clerk to process

**10.3 Finance: Welsh Government Opportunities for Funding 2019-20:** to receive details, and to resolve if desired, whether funding opportunities for council(s)

collaboration may be taken for items within the remit and workplan of the Council (papers 10.3a-e previously circulated).  
Council received details of Welsh Government Opportunities for Funding 2019-20 for joint arrangements between councils. Noted.

#### 10.4 Items Received Since Last Meeting: to report.

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

Payer	Description	£
Powys CC	Waste recycling proceeds Oct-Dec'18	330.69
L Anderson	Allotment rent Feb'19	30.00
M&G Investments	Charibond dividend Nov-Jan	0.70
NatWest Bank	Gross interest Feb'19	6.08
Total		367.47

#### 10.5 Items for Payment: To resolve to approve items for payment as follows:

RESOLVED:

CCC authorises payments as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1184	Powys County Council	Rec. field aeration 2018-19	418.80	83.76	502.56
1185	Greenfingers Landscapes Ltd	Grounds maintenance Feb'19 (inv 37598)	337.50	67.50	405.00
1186	One Voice Wales	Training Code of Conduct 13 <sup>th</sup> Feb (Cllr G Frost)	40.00	0.00	40.00
1187	Wales Audit Office	Audit of Accounts 2017-18	161.25	0.00	161.25
1188	E J Humphreys	MS-Office365 renewal 4 <sup>th</sup> Mar	66.66	13.33	79.99
1189	HM Revenue & Customs	PAYE Q4 Jan-Mar	0.40	0.00	0.40
1190	Society of Local Council Clerks	Professional membership (fellow) sub'n 2019 pro-rata	59.42	0.00	59.42
1191	Gloversure Ltd	Content Management System	89.00	17.80	106.80
<i>Sub-total for payment this meeting</i>			<b>1,173.03</b>	<b>182.39</b>	<b>1,355.42</b>
1192	E J Humphreys	Clerk net salary Mar'19	<i>As per employment contract</i>		

Action – Clerk to process

#### 10.6 Financial Balances: to report consolidated balances to date after sweep, 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	33,681.24
Less consolidated ring-fenced funds	0.00	12,674.99
Net balances available	1,000.00	21,006.25

**11.0 Highways & Rights of Way**

11.1 From Powys CC/ Shropshire Council to CCC: to report for information general maintenance matters. (paper 13.1a-b previously circulated).

The Clerk reported correspondence from Powys CC/ Shropshire Council as follows:

- a) A489 Snead layby: deepening potholes and erosion at the layby. Powys CC replies it will action repair to safety defects on the A489 following the scheduled safety inspection.

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

The Chairman invited Members to bring forward general maintenance matters to bring to the attention of the highways and rights of way authorities.

None.

**12.0 County Councillor & County Council Report:** to receive a report, for information, from the county councillor & to discuss general Powys CC/ Shropshire Council matters.

a) Powys CC: Cllr M J Jones reported:

- Publication by the Local Democracy Boundary Commission for Wales of its 'Final Recommendations for the future electoral arrangements for Powys County Council'.

b) Shropshire Council: no report.

**13.0 Correspondence**

13.1 General Correspondence: to receive and circulate for information 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 3.

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: Green Grants applications to the council will be welcomed during April and May (closing date 31<sup>st</sup> May'19).

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

- a) None requested.

14.3 Next meeting: Full Council Ordinary Business Meeting Tue 30<sup>th</sup> Apr'19, 7.30pm at Churchstoke.

**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 Clerk's Salary and National Pay Settlement 2019-20 [confidential reason employment matters]: to receive details of the joint national pay settlement, and to resolve to that Council accepts the NJC National Agreement 2019-20 pays the Clerk's salary accordingly (paper 15.2a-b previously circulated). Council received the details of the joint national pay settlement 2019-20 and the Clerk's report illustrating the effects of the agreement to 31<sup>st</sup> March 2020.

**RESOLVED:**









*CCC adopts the national settlement with effect from 1<sup>st</sup> Apr'19 to 31<sup>st</sup> Mar'20 and amends the Clerk's salary payment accordingly.*

Action – Clerk to process





- 15.3 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 – 9:08.












### Appendix 1: Planning Correspondence circulated post meeting

-  6.1.1 - Planning Portfolio Holder - 040319 Acknowledgement.pdf
-  6.1.2a - PAW - Introduction to Planning Enforcement 13 Mar'19 Llangollen - 050319.pdf
-  6.1.2b - PAW - Events next week in your area - 070319.pdf
-  6.1.2c - PAW - Planning your Places Book your place 21st Mar'19 Llandrindod - 140319.pdf
-  6.1.2d-1 - PAW - Planning your Places Book your place 28th Mar'19 Wrexham - 260319.pdf
-  6.1.2d-2 - PAW - Planning your Places Book Other Dates.pdf
-  6.1.2e - PAW - Introduction to Planning 20 Mar'19 Bangor - 190319.pdf
-  6.1.3 - Powys CC - Planning Aid Wales Place Plan Event Llandrindod Wells 21 Mar 6.30- 9pm - 150319.pdf

### Appendix 2: One Voice Wales/SLCC correspondence circulated post meeting

-  01a - OVW - Innovative Practice Annual Awards Ceremony 28 Mar'19 - 280219.pdf
-  01b - OVW - Awards Flyer.pdf
-  02 - OVW - News Bulletin Mar'19 - 110319.pdf
-  03 - OVW - THE COUNCIL TRAINING ABERYSTWYTH WED 20th MAR'19 - 0870316.pdf

### Appendix 3: Other general correspondence received circulated post meeting

-  01a - PTHB - Next Steps on NHS Future Fit - 210319.pdf
-  01b - PTHB - 1903-nhsfuturefit-leaflet.pdf
-  02 - Powys CC - Kerbside Garden Waste Collection Startiong Apr'19 - 220219.pdf
-  03 - Russell George AM - News from Russell George AM - 130319.pdf
-  04 - LDBCW - Notice of Review Powys County - 210319.pdf
-  05a - Powys CHC - Agenda Full Council 12.03.19 - 050319.pdf
-  05b - Powys CHC - Executive Committee Agenda 19.03.19 - 130319.pdf
-  05c - Powys CHC - SPC Agenda 19.03.19 - 130319.pdf
-  06 - Play Wales - e-bulletin March 2019 - 040319.pdf
-  07 - SpArc - SpArC PLANT SALE 1.6.19 - 160319.pdf
-  08 - CND Cymru - No Underground Nuclear Waste Dump in Wales - 050319.pdf