



**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, PSLCC

**MINUTES of FULL COUNCIL ORDINARY BUSINESS MEETING  
on Tuesday 27<sup>th</sup> February 2018, 7.30pm  
at Churchstoke Community 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, and 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 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.

In the absence of the Chairman, the Vice-Chairman took the Chair.

Apologies for absence approved by Council: None.

Other apologies for absence reported to meeting: Cllr D L Powell, Cllr D N Yapp.

Other apologies for absence received not reported to meeting: None.

Other Members not present: None.

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

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

Agenda Number	Item	Councillor	Nature of Declaration
6.4	Planning Applications	M J Jones	Personal and prejudicial interest as a member of Powys CC
16.3	Confidential Correspondence	M J Jones	Personal interest

**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 Minutes of Meetings:** to approve & sign the minutes the minutes of Full Council Ordinary Business Meeting at Churchstoke Community Hall as a correct record (paper 3 previously circulated).

The minutes of the Full Council Ordinary Business Meeting 30<sup>th</sup> Jan'18 at Churchstoke Community Hall were reviewed.

RESOLVED:

*The minutes of the Full Council Ordinary Business Meeting 30<sup>th</sup> Jan'18 at Churchstoke Community Hall are approved and signed as a correct record.*

**4.0 Matters Arising from Minutes for Information:** to report matters arising for information from the minutes of Full Council Ordinary Business Meeting 30<sup>th</sup> Jan'18 at Churchstoke Community Hall.

4.1 (7.2) General Data Protection Regulations

The Clerk informed members that guidance on GDPR has been received from One Voice Wales on 26<sup>th</sup> Feb and that implication and work for CCC in order to be ready for compliance by 25<sup>th</sup> May will be assessed as soon as possible.

4.2 (7.5) SLCC: Practitioners' Conference

The Clerk reported attendance at the SLCC 12<sup>th</sup> Practitioners' Conference 22<sup>nd</sup> – 23<sup>rd</sup> Feb'18, and commented on the high quality of the training event.

**5.0 Electoral Matters:**

5.1 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 2 remaining vacancies on the council for Hyssington Ward.

The Vice-Chairman reminded Members of the two remaining vacancies in Hyssington Ward following elections on 4<sup>th</sup> May, and of publication of intent to co-opt. The Clerk reported that 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, if any (papers 6.1a-b previously circulated).

6.1.1 Planning Aid Wakes: Council received as follows:

- a) Planning4communities January 2018 bulletin: highlighting events and resources to assist local councils with planning issues. Noted.
- b) Network event 21<sup>st</sup> Mar'18, 11.45am – 4.00pm, Wrexham – pre - application community consultation: highlighting training opportunity for local councils on the Welsh Government's requirement for developers to undertake pre-application consultation. Noted.

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Cllr J Jones joined the meeting at this point.

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6.2 Consultation: Law Commission: Planning Law in Wales: to report from the free seminar by Cardiff University School of Geography and Planning and Planning Aid Wales to Tue 6<sup>th</sup> Feb'18, 4-6pm, Cardiff, to consider the consultation (closing 1<sup>st</sup> Mar'18) and to resolve a response if desired,

(<https://www.lawcom.gov.uk/project/planning-law-in-wales/> and papers 6.2a-f previously circulated).

The Vice-Chairman reminded Council of the consultation closing 1<sup>st</sup> Mar'18, CCC' s wish to consider its response in February and referred Members to the consultation papers. The Clerk reported a well-attended seminar on 6<sup>th</sup> February at which the purpose and content of the proposed reforms of planning law were outlined, and that the deadline for response has been extended to 29<sup>th</sup> March.

**RESOLVED:**

*CCC asks the Clerk to prepare a draft recommendation for the March meeting.*

Action – Clerk to process  
& for March agenda

6.3 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in the community council area (paper 6.3 previously circulated).

The Clerk reported notification of planning determinations by Powys CC as follows:

Ref.	Site	Powys CC Decision
P/2017/0864	White House, Snead	Consent
P/2018/1256	1 Moonlight Barn, Snead	Consent
P/2017/1076	Orchard Close, Churchstoke	Consent
P/2017/1385	Lynwood, Churchstoke	Consent

6.4 Planning Applications: to receive & resolve responses to consultations; full application(s) detail(s) at <http://www.powys.gov.uk/en/planning-building-control/search-view-and-comment-on-planning-applications/> including but not limited to those listed below. Later applications will be considered at the discretion of the Chair.

Declaration of Interest:

- Cllr M J Jones declared a personal and prejudicial interest as a member of Powys CC and left the meeting for this item.

**RESOLVED:**

*CCC responds to planning application consultations as follows:*

Ref.	Applicant	Site	Description	rec.
VAR/2018/0005	Mr S P Hockly & Mr M G Hockly, c/o Richard George & Jenkins Solicitors, Old Bank, Chambers, Newtown	The Villa Green Lane, Churchstoke	Application to discharge S106 agreement relating to planning approval M18278 (occupancy restriction)	<b>N</b>
VAR/2018/0006	P G & K L Humphreys, Pakasche Hall Bank, Churchstoke	Pakasche Hall Bank, Churchstoke	Application to discharge S106 agreement relating to planning approval M97399 (occupancy restriction)	<b>N</b>

Action – Clerk to process

6.5 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				

6.6 Planning Enforcement: to report information from Powys CC planning office and on planning enforcement matters within the community.

The Clerk reported correspondence from the planning office as follows:

Ref./ Site	Description
None	

The Vice-Chairman invited Members to bring forward planning enforcement matters as follows:

Ref./ Site	Description
None	

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

7.1 OVW: Innovative Practice National Awards 29<sup>th</sup> Mar'18: to receive invitation to the OVW awards event and to authorise councillors' attendance as an approved duty (papers 7.1a-c previously circulated).

Council received notice and invitation to the OVW awards event on 29<sup>th</sup> Mar'18, with a keynote address by Cllr Debbie Wilcox, Leader of the WLGA, innovative practice workshops, and awards presentations. Noted.

7.2 Welsh Government: Review of Community & Town Councils: to receive the OVW composite response on behalf of the community & town council sector (paper 7.2 if available).

The Clerk reported that the OVW composite response has not yet been received but is expected shortly.

7.3 Welsh Government: Burial and Cremation Fees for Children: to receive information that the Welsh Government has signed an agreement with the Welsh Local Government Association and One Voice Wales to end burial and cremation fees for children (papers 7.3a-c previously circulated).

Council received details of the Welsh Government letter on its commitment to end burial and cremation fees for children and a Memorandum of Understanding between Welsh Government, WLGA, and OVW. The Clerk reported that CCC has contacted Powys CC to request details of arrangements for local implementation.

**RESOLVED:**

*CCC ends burial fees for children, on the proviso that it is reimbursed by Welsh Government and Principal Authority according to the terms of the Memorandum of Understanding.*

Action – Clerk to process

7.4 Other correspondence: to receive and circulate other correspondence received from/via OVW.

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 documents post-meeting

## 8.0 Recreation:

8.1 Cae Camlad Playground and New Play Area: to receive progress highlight report from the project team (Cllr D L Powell).

In the absence of Cllr D L Powell, the Clerk reported that works to remove play equipment, delayed due to inclement weather, are nearly complete. Noted.

8.2 Churchstoke Recreation Association: to receive a verbal report from CCC's representative to the CRA and to resolve if desired regarding the CRA lease for community hall from CCC and support by CCC for the CRA to seek grant funding (Cllr C P Smith).

Cllr C P Smith reported from recent CRA meeting 7<sup>th</sup> Feb'18 where topics discussed included community hall toilets, tennis club, transfer of refuse collection from Cae Post to Powys CC. and applications made/pending for grant funding.

The Clerk reminded Members that there appears to be a dearth of documentary evidence of the respective positions of Custodian Trustee (CCC) and Managing Trustee (CRA), recommended commissioning specialist advice on respective roles and responsibilities of trustees, and recommended research in Powys Archives

### RESOLVED:

*CCC asks the Clerk to research evidence in PCC Archives and asks Cllr C P Smith to research at the CRA, before seeking specialist advice.*

Action – Clerk & Cllr C P Smith to process

8.3 Recreation Field Aeration: to receive, and resolve if desired, a quotation for recreation field aeration treatment 2018-19.

Council received two quotations for recreation field aeration for 2018-19.

### RESOLVED:

*CCC wishes to continue aeration treatment of the recreation field for 2018-19 and accepts with the quotation from Powys CC for 4 sessions at £104.70 per session.*

Action – Clerk to process

## 9.0 Consultations: Welsh Government Community & Town Council Review

(<http://gov.wales/topics/localgovernment/communitytowncouncils/review-of-community-town-council-sector/?lang=en> closing 6<sup>th</sup> April):

9.1 To receive the latest news bulletins on the review, and to report the availability of a consultation survey for purposes of the public

(<http://www.smartsurvey.co.uk/s/14C0S/>) to supplement the consultation survey

for the purposes of community & town councils consultation (<http://www.smartsurvey.co.uk/s/DGMA8/>) and to receive the latest news bulletins on the review (papers 9.1a-d previously circulated). The Vice-Chairman reminded Council of the consultation received at October meeting and referred Members to the papers. Council received the newsletters and survey for the public response. Noted.

9.2 To further consider and to resolve a response if desired to the consultation with regard to the One Voice Wales response on behalf of the community & town council sector, or if the OVW response is unavailable to resolve to defer until March 2018 (papers 9.2a-c) (Cllr C P Smith).

The Vice-Chairman reminded Council of the consultation received at October meeting and the consultation papers and the four short questions posed. The Clerk reminded Members that CCC has previously resolved to await the draft reply from One Voice Wales expected shortly before making its own response, with Cllr C P Smith to lead the debate, and that Cllr C P Smith will be attending the Welsh Government Engagement Event 1<sup>st</sup> March at Dolfor.

Action – for March agenda

**10.0 Cemetery:** Notice Board: to report for information the fitting of the new notice board at the cemetery (paper 10 previously circulated).  
Cllr B L Smith reported the installation of the new notice board at the cemetery. Noted.

**11.0 Financial Reports.**

11.1 Finance Specific Correspondence: to receive finance specific correspondence (if any).  
None.

11.2 Items Received Since Last Meeting: to report.

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

Payer	Description	£
Nat West Bank	Gross interest Jan'18	2.06
Soc Local Council Clerks	Training bursary Practitioners Conference	100.00
Powys CC	Waste recycling proceeds 2017-18 Q3	223.82
Total		325.88

11.3 Items for Payment: to resolve to approve items for payment as follows:  
The Clerk reported items for payment.

RESOLVED:

CCC authorises payments as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1099	Greenfingers Landscape Ltd	Grounds maint instal #10 Jan'18 inv 31777	337.50	67.50	405.00
1100	Severn Waste Serv.	Empty soakaway tanks 28/11/17 inv 921	160.00	32.00	192.00
1101	E J Humphreys	Norton (computer) anti-virus	66.66	13.33	79.99
1102	S Hockly	New notice Board at cemetery inv 29	320.00	0.00	320.00

1103	D L Powell	Chairman's Allowance (donation in memory of the late Paul Massey)	10.00	0.00	10.00
1104	SLCC Enterprises Ltd	Practitioners Conf 2018 inv 124952	269.00	29.80	298.80
1105	E J Humphreys	Clerk net salary Feb'18	538.81	0.00	538.81
<i>Total for payment this meeting</i>			1,701.97	142.63	1,843.80

Action – Clerk to process

- 11.4 Consolidated Balances: to report 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	40,906.12
Less consolidated ring-fenced funds	0.00	14,389.08
Net balances available	1,000.00	25,517.04

## 12.0 Highways and Rights of Way Reports.

- 12.1 From Powys CC/ Shropshire Council to CCC: to report for information, general maintenance (paper 12.1 previously circulated).

Council received information from Powys CC as follows:

- a) A489 new roadside bin request by CCC: Powys CC replies that its completion of the Street/ Litter Bin review is not due to until April/ May'18, and until then it is reluctant to increase the number of bins or collections in this service but will provide an update for the Community Council in May
- b) A490 temporary closure 10<sup>th</sup> to 11<sup>th</sup> Feb'18 (previously circulated to councillors): notice and diversion for temporary closure from 23:00 Sat 10<sup>th</sup> Feb until 11:00 Sun 11<sup>th</sup> Feb'18 whilst highway resurfacing works are carried out
- c) A489 temporary closure to HGVs 8<sup>th</sup> Feb'18 (previously circulated to councillors): notice and diversion for temporary closure to HGVs from 08:00 to 18:00 Thu 8<sup>th</sup> Feb whilst highway resurfacing works are carried out.

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

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

RESOLVED:

CCC reports matters for attention to highways and rights of way authorities as follows:

- a) A489 layby near junction with C2009 between Broadway and Ivy House: fly-tipping of fridge freezer.

Action – Clerk to process

- 13.0 County Council Matters:** to receive & discuss other general Powys CC/ Shropshire Council matters.

- a) Powys CC: Cllr M J Jones reported
  - Budget had been set for 2018-19 with a precept increase of 5%.

b) Shropshire Council: no report.

**14.0 Correspondence:** to receive, for information, items of general correspondence which may 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 circulate documents post-meeting

**15.0 Chairman’s Announcements, Items for Future Agenda & Date of Next Meeting**

15.1 Chairman’s Announcements: to receive announcements from Chairman and Members for information.

a) Vice-Chairman: informed members of the launch of two books ‘Hyssington Histories’ and ‘Hyssington Memories’ by the Hyssington History Group on 17<sup>th</sup> Feb’18 at Hyssington Village Hall, supported by the Corndon and Stiperstones LPS ‘Down to Earth’ project.

b) Clerk: informed members that the new notice board for the pottery car park has been delivered and is awaiting installation.

15.2 Items for Future Agenda: to bring forward items for consideration for future agenda  
None.

15.3 Next meeting: Full Council Ordinary Business Meeting Tues 27<sup>th</sup> Mar’18, 7.30pm, at Churchstoke.

**16.0 Confidential Session Exclusion of Public and Press**

16.1 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.*

16.2 Cemetery [confidential reason: data protection of individuals]: to report, and resolve if desired, regarding potential infringement of CCC conditions of burial and erection of monuments (paper 16.2a and confidential papers 16.2b-e previously circulated).

Council received information and photographic evidence indicating potential recent infringement of CCC conditions of burial and erection of monuments on three graves



**RESOLVED:**

*CCC will write to the families concerned to remind them of the conditions which have been in place for many years to facilitate ease of maintenance, and asks for a response within a month.*

Action – Clerk to process

16.3 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.

16.3.1 From a member of the public: to receive for information, copy correspondence from a member of the public to the county council regarding watercourse pollution at Pentre (confidential paper 16.3.1 previously circulated).









































Declaration of Interest:

- Cllr M J Jones declared a personal interest.















Council received copy correspondence from a member of the public to the county council regarding watercourse pollution at Pentre.  
Noted.

Meeting ended – 9.16pm.

Appendix 1: One Voice Wales/SLCC Correspondence and circulated post meeting

-  7.4 08a - Future Generations Commissioner Future Generations Framework - 300118.pdf
-  7.4 08b - Future Generations Commissioner Future Generations Framework - 010218.pdf
-  7.4 08c - Future Generations Commissioner Future Generations Framework webpage.pdf
-  7.4 08d - Future Generations Commissioner Future Generations Framework Guidance.pdf
-  7.4 08e - Future Generations Commissioner Future Generations Framework Document.pdf
-  7.4 09a - OPCC Aberystwyth meeting 8th Mar'18 - 230218.pdf
-  7.4 09b - OPCC Public Meeting Interpol Hall, Aberystwyth University 08-03-2018.JPG
-  7.4 10 - WGov Engagement Event Invitation from the Review Panel - reminder 140218.pdf
-  7.4 11a - WGov Tax policy work plan 2018 and developing new taxes in Wales - 140218.pdf
-  7.4 11b - WGov Cabinet Secretary Statement tax policy - 140218.pdf
-  7.4 12a - WGov UK and Welsh governments agree new Welsh taxes ready to go - 310118.pdf
-  7.4 12b - WGov UK and Welsh governments agree new Welsh taxes ready to go Web page.pdf
-  7.4 13 - Paul Davies AM Consultation on the draft Autism (Wales) Bill - 220218.pdf
-  7.4 14 - WGov Women's Suffrage Centenary Celebrations grants - 090218.pdf
-  7.4 15a - WGov Public Appointment Vacancies - 050218.pdf
-  7.4 15b - WGov Public Appointment Vacancies - 090218.pdf
-  7.1a - OVW Innovative Practice Annual Awards Ceremony 2018 - 190218.pdf
-  7.1b - OVW Awards Flyer.pdf
-  7.1c - OVW Draft Agenda One Voice Wales Innovative Award Ceremony 2018.pdf
-  7.3a - WGov end to local government fees for child burials - 070218.pdf
-  7.3b - WGov END TO LOCAL GOVERNMENT BURIAL FEES FOR CHILDREN.pdf
-  7.3c - WGov Memorandum of Understanding on Child Burial Fees.pdf
-  7.4 01a - OVW Data Protection Toolkit - 260218.pdf
-  7.4 01b - OVW National Association of Local Councils' General Data Protection Regulation - February 2018.pdf
-  7.4 02 - OVW February 2018 News Bulletin - 220218.pdf
-  7.4 03 - OVW Advice Allowancws Budget Preparation 2018-19 - 310118.pdf
-  7.4 03a - OVW Mid Wales Dev Officer Post 2 March Eng - 220218.pdf
-  7.4 03b - OVW Job Description Development Officer Policy - Welsh Essential.pdf
-  7.4 04a - WAO Press Release WAO Consultation on Code of Practice for Auditors - 310118.pdf
-  7.4 04b - WAO Code-of-Audit-Practice-of-the-Auditor-General-for-Wales-2018.pdf
-  7.4 05 - Welsh Language Commissioner Welsh Language Promotion Newsletter - 310118.pdf
-  7.4 06 - Welsh Language Commissioner Business Survey - 090218.pdf
-  7.4 07a - Ombudsman Casebook Issue 31 - 070218.pdf
-  7.4 07b - Ombudsman Casebook Issue 31.pdf
-  7.4 15c - WGov Vacancy - Lead Drupal Developer - 190218.pdf
-  7.4 16a - OPC Ageing Well in Wales - Strategic partner survey - 230218.pdf
-  7.4 16b - OPC AWW Strategic Partner Questionnaire (Eng).pdf
-  7.4 17 - BBNP Review of Brecon Beacons National Park Dev Plan - 300118.pdf
-  7.4 18 - MWWFRS Calon Tan Edition 3 - Winter 2018 - 310118.pdf
-  7.4 19 - FCFCG Wales Newsletter January 2018 - 300118.pdf

## Appendix 2: General Correspondence received and circulated post meeting

-  14 01a - WGov end to local government fees for child burials - 070218.pdf
-  14 01b - WGov END TO LOCAL GOVERNMENT BURIAL FEES FOR CHILDREN.pdf
-  14 01c - WGov Memorandum of Understanding on Child Burial Fees.pdf
-  14 02a - WGov GUIDANCE FOR PRINCIPAL COUNCILS ON THE REVIEW OF COMMUNITIES - 230218.pdf
-  14 02b - WGov Guidance for Principal Councils On the Review of Communities.pdf
-  14 03 - FOTGAH News 5~Feb2018 - 110218.pdf
-  14 04a - R George AM News from Russell George AM - 120218.pdf
-  14 04b - R George AM Newtown Bypass Update - 010218.pdf
-  14 05 - PCC Bin collection days to change next month - 310118.pdf
-  14 06 - PCC Arwain Our Future's People Job Advert - 160218.pdf
-  14 07 - Powys CHC Non-Emergency Patient Transport Report - 090218.pdf
-  14 08 - CPRW Newsletter Feb18\_web - 110218.pdf
-  14 09 - Play Wales e-bulletin February 2018 - 010218.pdf
-  14 10 - Keep Britain Tidy Stay Safe This Spring Clean - 260218.pdf