



CYNGOR CYMUNED YR YSTOG CHURCHSTOKE COMMUNITY COUNCIL

E J Humphreys MA Oxf, FdA 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 27th April 2023 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 on apologies for absence, 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 B L Smith (Chairman), Cllr D Bebb, Cllr M J Jones, Cllr R K McLintock (Vice-Chairman), Cllr C P Smith Cllr J N Wakelam, Cllr D N Yapp.

Attendance online: Cllr M A Whittall.

The Chairman welcomed Councillors and Clerk and reminded attendees to show civility and respect to all throughout the meeting.

Apologies for absence approved by Council: None.

Apologies for absence received: Cllr J Jones, Cllr A Richards.

Other Members Absent: None.

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 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 Matters:** Co-Option to vacancies: Hyssington ward: to receive expression(s) of interest, if any, and to resolve to co-opt to vacancies. The Chairman reminded Council of the vacancies remaining after the elections 5th May'22 and the Council's Notices of Co-Option. The Clerk reported no further expressions of interest have been received.

5.0 Minutes of Previous Meetings

- 5.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 30th March 2023 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 30th March 2023 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 30th March 2023 are approved and signed as a correct record.

- 5.2 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 30th March 2023.
- 5.2.1 (5.2.1) Coronation of King Charles III
The Clerk reported that Churchstoke Recreation Association is now taking up the availability of the community council grant to hold a coronation community breakfast banquet on Monday 8th June, 9am to 12noon at the Churchstoke Community Hall.
- 5.2.2 (5.2.2) Field Allotments at Old Churchstoke
The Clerk reported that both tenants are accepting CCC's offer to extend on existing terms.

Cllr D Bebb joined the meeting at this point.

- 5.2.3 (11.0) Health and Safety
The Clerk reported that Cllr J Jones has started work to highlight the raised kerb between the car park and entrance gate at the recreation field with yellow paint, but that one kerbstone may need to be re-seated before he can complete the work.

The Chairman thanked Cllr J Jones for undertaking the painting work free of cost to the public purse.

- 6.0 County Councillor & County Council Report:** to receive updates for information on County Council matters from the county councillor (paper 6a-b previously circulated).
Cty Cllr D Bebb presented his written report on a number of county council issue and answered Members' questions, highlighting
- Potential for a bus shelter at the Co-Op bus stop
 - Works to trees in North Walk

- Pothole repairs
- Powys Roads Winter Service Review (Winter gritting) Members' briefing and public engagement closing 15th May.

7.0 Planning & Building Control

7.1 Planning & Building Control General Correspondence:

7.1.1 Members of the public: to receive correspondence regarding Nant Mithil (Radnorshire) and Pylons Project and to note the Clerk's replies (papers 7.1.1a-b).

Council received correspondence from members of the public expressing their views on Nant Mithil (Radnorshire) and Pylons Project in mid and south Powys. Council noted the Clerk had replied to all indicating Churchstoke Community Council has no powers over planning permissions nor is it a consultee on this particular matter in the south of the county and advising of appropriate communications channels to the county council and to their own community/town council.

7.1.2 Planning Aid Wales: to receive latest planning news and training opportunities (paper 7.1.2 previously circulated).

Council received details of training opportunities and latest news from Planning Aid Wales. The Clerk invited Members to let him know if any wished to attend the training events.

Action – Members
to inform Clerk

7.1.3 Other Planning Correspondence: 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 Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area (paper 7.3a-b previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
22/1956/REM	Development at land adj. Fir Court	Approve
23/0245/FUL	The View, 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.	Applicant	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 Members to the consultations.

RESOLVED

CCC responds to consultations on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
23/0289/FUL	Mr Pugh, RVW Pugh Ltd, Churchstoke	RVW Pugh Ltd, Churchstoke	Erection of 2 Rural Enterprise dwellings (semi-detached), formation of access, installation of sewage treatment plant and all associated works	S*
23/0402/LBC	Mr Ian Rogers, Bacheldre Hall, Churchstoke	Bacheldre Hall, Churchstoke	Alterations to outbuilding to provide additional living accommodation associated with house	S*

**23/0289/FUL: CCC supports the application on the proviso of a condition to ensure occupancy is tied to the rural enterprise, and not separated at some later date.*

**23/0420/LBC: CCC supports the application on the proviso of a condition to ensure that it remains additional living accommodation associated with the house, and not separated at some future date.*

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.
The Chairman referred Members to the consultations.

RESOLVED

CCC responds to consultations on applications for works to trees subject to tree preservation order or in a conservation area as follows:

<i>Ref.</i>	<i>Applicant</i>	<i>Site</i>	<i>Description</i>	<i>rec.</i>
23/0556/TPO	Mr Roy Delves, Mead House, Churchstoke	Lyndon, Churchstoke	Crown reduction of an oak tree	○*

**23/0556/TPO: whilst it is pleased to see a lowering of percentage crown reduction compared to previous applications, CCC objects to the application for reasons:*

- a) the justification appears to be for aesthetic reasons to a tree which in the opinion of the community council is the most prominent tree in the village*
- b) for such a prominent tree in the centre of the village CCC expects to see a more thorough arborist report detailing precise limbs and extent of surgery*
- c) for such a prominent tree in the centre of the village, CCC expects to see a birdlife/wildlife impact assessment and mitigating actions.*

Action – Clerk to process

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.

<i>Ref.</i>	<i>Site</i>	<i>Description</i>
None	North Walk	Works to trees
The Clerk reported the reply will be reported at agenda item 8.		

7.7.2 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.

8.0 Recreation

8.1 North Walk: to receive information from the county council and other parties if any, regarding works to trees and clearing debris at North Walk (paper 8.1 previously circulated).

Council received information from Powys CC Countryside and Rights of Way Office regarding works to make safe trees bordering the right of way along North Walk. In reply to CCC's planning enforcement request (Mar'23) regarding clearing away the cut material, the Rights of Way officer reports there is some unresolved dispute over the ownership and responsibility of the trees and Countryside Services and Rights of Way office has stepped in to clear the public footpath only, but the material will be taken away when other major works on the trees are undertaken in May.

The Clerk reminded Council that CCC is not the owner of the land or trees. The Clerk also reported that it is understood the occupier of one of the neighbouring properties overhanged by the trees has contributed to funding of safety works.

RESOLVED

CCC will write to thank the Countryside and Rights of Way office for stepping in to carry out works to make safe the trees at North Walk and for clearing away the debris at public expense.

Action – Clerk to process

- 8.2 To receive an update report regarding the damage to the Churchstoke Notice Board and to resolve to accept an insurance cash settlement.

The Clerk reported the council's insurers have offered cash settlement based on the quotes obtained by CCC (less £125 excess) and advised acceptance and commissioning and installation of new notice board without further delay.

RESOLVED

CCC accepts the cash settlement £3,323.55 (net of VAT and insurance excess) from its insurers and will proceed now to commission and install a replacement.

Action – Clerk to process

9.0 Reports from Outside Bodies

- 9.1 Churchstoke Recreation Association (CRA): to receive a report, if any, on developments at CRA (Cllr C P Smith).

Cllr C P Smith reported from meeting of CRA on 17th April highlighting,

- New treasurer
- Snooker club has received a revised offer and arrangements are close to resolution
- Coronation breakfast planned for 8th May
- Duck race event planned for June.

- 9.2 Other outside bodies: to receive reports for information, if any, from representatives to other outside bodies.

9.2.1 Churchstoke CP School Governing Body: Cllr D N Yapp reported the head teacher is planning to retire at the end of the summer term.

- 10.0 Consultations:** Welsh Government response to recommendations of the Independent Review of the Ethical Standards Framework (Penn Review): to receive the consultation closing 23rd June, to resolve whether to respond and, if so to elect a working party to bring recommendations to the May meeting (paper 10 previously circulated).

The Chairman referred Members to the consultation. The Clerk highlighted recommendations 5 (social media guidance) and 7 (mandatory training).

RESOLVED

CCC notes the consultation without further comment but encourages councillors to make their own individual councillor responses.

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 Financial Year 2023-24: Appeals for Financial Assistance: to receive the Clerk's report & to resolve appeals/ donations for 2023-24 (paper 11.2 previously circulated).

Council received the Clerk's report and recommendations on appeals for financial assistance 2023-24.

RESOLVED

CCC authorises donations in 2023-24 according to budget as follows:

Organisation	Donation 2023-24	Legal Power
Royal British Legion	£80	LGA 1972 S137
Wales Air Ambulance	£80	LGA 1972 S137
<i>Total</i>	£160	

Action – Clerk to process

11.3 Items Received Since Last Meeting: to report for information.

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

Payer	Description	£
H Arden	Allotment rent Mar'23-Feb'24	35.00
B P H Llewellyn	Field allotment rents 2022-23	220.00
B P H Llewellyn	Field allotment rents 2023-24	220.00
NatWest Bank	Gross interest Mar'23	19.32
<i>Total</i>		494.32

11.4 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
n/a	Powys County Council	Cemetery NNDR 2023-24	0.00	0.00	0.00
1542	One Voice Wales	Membership 2023-24	304.00	0.00	304.00
1543	Audit Wales	Audit of 2021-22 accounts	228.00	0.00	228.00
1544	Gloversure Ltd	Website CMS renewal	89.00	17.80	106.80
1545	E J Humphreys	Reimburse Zoom annual fee	75.37	15.08	90.45
1546	Powys County Council	Recreation field bin Jan-Mar	42.49	0.00	42.49
1547	E J Humphreys	Reimburse admin exp Jan-Mar	192.98	15.28	208.26
1548	Churchstoke Recreation Association	Coronation community breakfast	100.00	0.00	100.00
<i>Total for authorisation this meeting</i>			1,031.84	48.16	1,080.00

To report items previously authorised

1549	E J Humphreys	Clerk net salary Apr'23	<i>As employment contract</i>		
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Action – Clerk to process

- 11.5 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	15,857.04
Less consolidated ring-fenced funds	0.00	3,876.70
Net balances available	1,000.00	11,980.34

12.0 Highways & Rights of Way

- 12.1 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.
None.
- 12.2 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 highways matters to Powys CC/ Shropshire Council as follows:

- a) *Heblands Bank: Japanese Knotweeds has regrown*
- b) *C2146 Coed Lane: pothole near Coed Farm.*

Action – Clerk to process

There was no item 13.

14.0 Correspondence

- 14.1 One Voice Wales (OVW)/ Society of Local Council Clerks (SLCC)
- 14.1.1 OVW: Montgomeryshire Area Committee: to report from attendance 13th Apr'23 at Abermule (Cllr M J Jones) (paper 14.1.1a-b previously circulated).
Cllr M J Jones reported he was unable to attend. The Clerk indicated the agenda included an item on Wales Air Ambulance Service currently operating from Welshpool.
- 14.1.2 OVW: Training Apr-May'23: to receive details and to resolve on attendance, if desired, as an approved duty (paper 14.1.2 previously circulated).
The Clerk reported the OVW training schedule and invited Members to let him know if they wished to attend. The Clerk reminded Members that the council's statutory training plan and its Standing Orders require councillors to undertake Code of Conduct training within 6 months of accepting office.

Action – Members
to inform Clerk

- 14.1.3 To receive and circulate for information such other items of OVW/SLCC correspondence as will be brought be brought to the attention of the council by the Clerk.

The Clerk reported other 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

- 14.2 General Correspondence: to receive and circulate for information such items of general correspondence as will be brought be brought to the attention of the council by the Clerk.

- 14.2.1 Powys CC: Environment & Nature Event 14th Jun'23: to receive invitation and to resolve attendance as an approved duty (paper 14.2.1 previously circulated).

Council received the invitation to attend the event at The Pavilion, Llandrindod Wells, 14th Jun'23, 10:00- 15:30.

RESOLVED

CCC does not wish to attend the event.

- 14.2.2 Powys CC: Quarterly Liaison Meeting: to report the forthcoming meeting on 27th Apr'23 (paper 14.2.2 previously circulated). Council received agenda for the meeting this same evening.

- 14.2.3 Welsh Government: Electoral Reform: to receive for information the Minister's statement and to note in the summary of Welsh Government responses, the extract from chapter 7 (Improving Our Democracy) (papers 14.2.3a-b previously circulated). Council received the Minister's statement. The Clerk highlighted the extract from Chapter 7 of the government's response regarding mandatory code of conduct training for councillors.

- 14.2.4 To receive and circulate for information such items of general correspondence as will be brought 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

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

- 15.1 Chairman's announcements: to receive for information announcements from Chairman and Members.

- a) Cllr J N Wakelam: reported having received correspondence from, Self-Build Wales that the county council has removed the Churchstoke site from the self-build programme with immediate effect.
- b) Cllr D Bebb: queried whether SpArC has an appeal for financial assistance pending. The Clerk reported being unaware of a current appeal.

- 15.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
None.
- 15.3 Date of next meetings: Thu 25th May'23 at Churchstoke Community Hall & online,
a) Annual Meeting, 7.30pm
b) Ordinary Business Meeting, 7.50pm or upon the rising of the preceding Annual Meeting whichever is the later.

16.0 Confidential Session

- 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

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.





















- 16.2 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 – 8.59pm.

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

-  01 - OVW - Motions for 2023 Annual General Meeting - 270423.pdf
-  02 - OVW - Air Ambulance Service Wales - Notification of Consultation Events R George MS - 190423.pdf
-  03 - OVW - Newly appointed Communications Officer with One Voice Wales - 180423.pdf
-  04a - WGov - Ministerial Letter Electoral Reform - 310323.pdf
-  04b - WGov - Written Statement Electoral Reform White Paper - Eng.pdf
-  05a - WGov - Consultation Penn Review response (LA Ethical Standards Framework & Code of Conduct) - 310323.pdf
-  05b - WGov - consultation-recommendations-independent-review-ethical-standards-framework.pdf
-  05c - WGov - Penn Review wg47012-response-form.pdf
-  06a - WGov - Vacancy Senior IT Service Manager Welsh Government - 030423.pdf
-  06b - WGov - Vacancy Public Appointments - 310323.pdf
-  06c - WGov - Vacancy Head of National office for Social Care - 050423.pdf
-  06d - WGov - Vacancy Disabled People's Employment Champion - 060423.pdf
-  06e - WGov - Accessible Version of Job Adverts Eng - Disabled People's Employment Champions - 060423.pdf
-  07 - UK Gov - Emergency Alerts - 180423.pdf
-  08a - CIW - recruitment - 2023-2024 - MB1 - Criminal Investigation Specialist - advert - 110423.pdf
-  08b - CIW - recruitment - 2023-2024 - MB1 - Team Manager Adults - advert - 110423.pdf
-  08c - CIW- recruitment - 2023-2024 - MB2 - Inspector English Scheme - advert - 110423.pdf
-  08d - CIW- recruitment - 2023-2024 - MB2 - Inspector Welsh Scheme - advert - 110423.pdf
-  09a - Cynal Cymru - NATURE WISE - Eco LITERACY COURSE (MOONDANCE) - 200423.pdf
-  09b - Cynal Cymru - Nature Wise Comms Pack APRIL 23 ENGLISH.pdf
-  10a - Powys CC - PSB Well-being Plan Touch Point - 040423.pdf
-  10b - PSB Touch Point Agenda 03042023 Summary .pdf
-  11 - NAS - Virtual Allotment Officers Forum - 050423.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - April Newsletter from Russell George MS - 110423.pdf
-  02a - Powys CC - Powys roads winter service review - 200423.pdf
-  02b - Powys CC - PCC Winter service review - poster - Bilingual.pdf
-  03a - Powys CC - Local Promotion of Public Engagement - air ambulance service in Wales - 170423.pdf
-  03b - Powys CC - 23.04.14 - LAs Comms Pack.pdf
-  04 - Powys CC - Coronation TV Screening -.pdf
-  05a - Powys CC - Business Breakfast Workshops - Spring 2023 - 120423.pdf
-  05b - Powys CC - Business Breakfast Workshops - Spring 2023.pdf
-  06 - Powys PSB - Powys Public Service Board Well-being Plan Consultation - 040423.pdf
-  07a - NHS Wales - Update on the EMRTS Service Review - 140423.pdf
-  07b - NHS Wales - Update on the EMRTS Service Review - 210423.pdf
-  08a - SpArC - PLANT SALE - 160423.pdf
-  08b - SpArC - SpArC PLANT SALE - 230423.pdf
-  09 - PAVO - Social Value Forum priorities - 060423.pdf
-  10 - PAVO - Minutes Welshpool Montgomery & Llanfair Locality Network Meeting 28 Mar'23- 060423.pdf
-  11a - MWWFRS - Female Experience Day - Have you got what it takes to be an On-Call Firefighte - 060423.pdf
-  11b - MWWFRS - Fire Sprinkler System Saves Lives - 2004223.pdf
-  12a - Play Wales - Playday 2023 - the theme is ... - 040423.pdf
-  12b - Play Wales - New Play Wales website - 270423.pdf
-  13 - 20s Plenty - Thanks for 20 - News - 290323.pdf