



**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 Rowes Terrace, Plough Bank, Montgomery, Powys, SY15 6QD.

**MINUTES of COUNCIL ORDINARY BUSINESS MEETING
on Thursday 27th June 2024 at 7.30pm**
at Hyssington Village 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 M J Jones (Chair), Cllr J Jones, Cllr R K McLintock, Cllr B L Smith, Cllr C P Smith.

Attendance online: None.

The Chair welcomed all 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: Cllr D Bebb, Cllr A Richards, Cllr J N Wakelam, Cllr D N Yapp.

Other Members Absent: Cllr M A Whittall.

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 4a-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 Chair reminded Council of the vacancies remaining after the elections 5th May'22 and the Council's Notices of Co-Option. Members and 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 Annual and Ordinary Business Meeting 30th May 2024 (paper 6.1 previously circulated).
The minutes of the Annual and Ordinary Business Meeting 30th May 2024 were reviewed.

RESOLVED

The minutes of the Annual and Ordinary Business Meeting 30th May 2024 are approved and signed as a correct record with one amendment as follows,

- *(1.0) Welcome, Attendance and (3.0) Apologies for Absence: Cllr D Bebb wasn't present and had tendered apologies for absence.*
- 5.2 To report, for information purposes only, matters arising from the minutes of the Annual and Ordinary Business Meeting 30th May 2024.
- 5.2.1 (16.2) Playground: Waste
Cllr J Jones reported the new bins cannot be fixed onto the existing fixing posts. The Clerk advised, that being the case, the new bins will need fixing on slab-bases as originally envisaged.
- 5.2.2 (19.5) Highways Reports from CCC to Powys CC/ Shropshire Council
The Clerk reported was unnecessary to place the reports because,
a) A489, opposite entrance to Orchard Close, Churchstoke: broken drain; the drain had already been repaired
b) Heblands Road: regrowth of Japanese Knotweed; no live knotweed could be found.

- 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 effect the Churchstoke community (paper 6 previously circulated).

In the absence of Cty Cllr D Bebb the Chair referred Council to the written report on a number of county council ward issues including,

- Various roads and drains defects
- Bus stop at the Co-Op.

7.0 Planning & Building Control

- 7.1 Planning & Building Control General Correspondence:
- 7.1.1 Planning Aid Wales: to receive, if any, the latest planning news and training opportunities (papers 7.1.1a-b previously circulated).
Council received details of training opportunities and latest news from Planning Aid Wales. The Clerk reminded Members the council has a

training budget and invited Members to let him know if they wish to attend the training events.

Action – Members
to inform Clerk

- 7.1.2 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.

Ref.	Site	Powys CC Decision
None		

- 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	rec.
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 Chair referred Members to the consultations.

RESOLVED

CCC responds to consultations on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
24/0773/TEL	MBNL Mobile Broadband Network Limited, Thames Tower, Station Road, Reading	Land To East of Montgomery Waters Ltd And Churchstoke Shopping Centre, Churchstoke	Part 24 of Schedule 2 of the GPDO 1995 notification for installation of a new 20m high Valmont climbable monopole on a concrete base with 6No. proposed antennas at 18.9m and 4No. 600m dishes at 14.65m with associated equipment. Works at ground level include the installation of 2 cabinets and ancillary apparatus. The proposed telecom mast replaces a nearby site	S
24/0826/HH	Miss Megan Lawley, Roundton House, Old Churchstoke	Roundton House, Old Churchstoke	Erection of new carport adjacent to existing property	S

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 enforcement authorities 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: to receive and resolve a request from the Churchstoke Recreation Association for use of an area outside the community hall for gazebos for stalls at a monthly Saturday market (paper 8.1 previously circulated).
Council received a request from the Churchstoke Recreation Association for use of an area outside the community hall for gazebos for stalls at a monthly Saturday market.

RESOLVED

CCC grants permission to the Churchstoke Recreation Association for use of the area outside the community hall, on the longitudinal edge, for gazebos for stalls at a monthly Saturday market at no charge, providing the presence of the stalls does not cause unreasonable obstruction of access to the playground.

Action – Clerk to process

- 8.2 Recreation Field: to consider and resolve delegated powers for the Clerk to grant hire and terms for use of the recreation field. The Clerk advises that such delegation could be achieved by amendment of the scheme of delegation (existing scheme of delegation paper 8.2 previously circulated). The Clerk reminded Council that at the May meeting it noted the council remains without any terms of hire of the recreation field so is unable to respond quickly and even handedly to requests for hire and Members had expressed a wish to consider delegated authority to the Clerk.

RESOLVED

CCC amends the Scheme of Delegation to give authority to the Clerk to permit hire of the recreation field on terms to be set out and approved by Council separately.

Action – Clerk with Members with special responsibility for allotments & recreation

- 9.0 Reports from Outside Bodies:** to receive reports for information, if any, from representatives to outside bodies.
None.

10.0 External Consultations and Engagements

- 10.1 Powys County Council Local bus network 2025 retendering: to receive & resolve a response to the consultation closing 30th June regarding bus routes (paper 10.1 previously circulated).
The Chair referred Council to the consultation.

RESOLVED

CCC responds to the consultation on the local bus network with suggestions for consideration as follows,

- *Bus routes and timetable between Churchstoke and Welshpool should be such that those who travel by bus to Welshpool should have a homeward bus available at the end of the normal working day*
- *Bus routes and timetable between Churchstoke and Welshpool should be such that those who travel by bus to Welshpool to have at least 3 hours in the town.*

Action – Clerk to process

11.0 Finance and Assets

- 11.1 Finance Specific Correspondence
None.

- 11.2 Financial Year 2023-24

- 11.2.1 Internal Audit and Accounts 2023-24: to receive the Internal Audit report and to receive and approve the Financial Accounts 2023-24 (papers 11.2.1a-b previously circulated).

The Clerk presented the internal audit report and the financial accounts for 2023-24, highlighting audit opinions, account balances, income and expenditure, and invited Members' queries.

RESOLVED

CCC receives and notes the internal audit report and approves the financial accounts for 2023-24 as presented.

- 11.2.2 Annual Return of Accounting Statement & Statement of Assurance 2023-24: to approve the Annual Return for dispatch to the external auditor (paper 11.2.2 previously circulated).

The Clerk presented the Annual Return and Statement of Assurance required for external audit and answered Members' queries.

RESOLVED

CCC approves the Annual Return and Statement of Assurance 2023-24 as presented for dispatch to external auditor.

Action – Clerk to process

The Chair thanked the Clerk on behalf of Council for the careful work in the preparation and explanation of the accounts and audit documents.

- 11.3 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 May'24	39.17
M&G Investments	Charibond dividend Fdb-Mattr'24	1.30
Total		40.47

- 11.4 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
1630	HM Revenue & Customs	Employer NI 2023-24	50.87	0.00	50.87
1631	Ch'stoke Rec Assoc	Playground bins Oct'21 – Mar'24	292.50	0.00	292.50
1632	Ch'stoke Rec Assoc	Room hire Feb, Apr, May'24	72.00	0.00	72.00
1633	Jamie Jones	Rec field verti-draining x2	440.00	0.00	440.00
1634	HM Revenue & Customs	PAYE Q1 Apr-Jun'24	167.80	0.00	167.80
<i>Total to authorise for payment</i>			<i>1,023.17</i>	<i>0.00</i>	<i>1,023.17</i>

To report items previously authorised or payment

DD	Public Works Loans Board	Playground loan 504503 instalment #17	1,525.19	0.00	1,525.19
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1635	<i>E J Humphreys</i>	<i>Clerk net salary Jun'24</i>	<i>As employment contract</i> Action – Clerk to process
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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	27,435.47
Less consolidated ring-fenced funds	0.00	6,236.39
Net balances available	1,000.00	21,199.08

12.0 Highways & Rights of Way

12.1 Highways: to receive for information notifications & diversion maps for works already actioned.

None.

12.2 Highways: to receive for information notifications & diversion maps for works, if any, to be undertaken.

Council received information and diversion maps for works to be undertaken as follows,

12.2.1 Powys CC: Temporary Road Closure: B4385 Pentre, 12th Sep'24 (papers 12.2.1a-b previously circulated).

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

None.

12.4 Rights of Way:

12.4.1 Powys CC: Public Path Diversion Order 2023 on part of Public Footpath 103(A) on the Offa's Dyke, Drewin Farm: to receive notice of confirmation of the Order for information (papers 12.4.1a-b previously circulated).

The Chair referred Members to the notice and confirmation of the diversion and the Clerk reminded Council it had supported the diversion at its meeting Oct'23.

12.4.2 To receive for information such other items of rights of way correspondence, if any, as will 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 highways matters for the attention of the highways authorities.

None.

13.0 Correspondence

13.1 One Voice Wales (OVW)/ Society of Local Council Clerks (SLCC)

- 13.1.1 Motions to OVW Annual General Meeting: to receive motions from Members for selection to go forward to the OVW AGM in September (Members were asked to circulate such motions in advance via the Clerk.)

The Clerk reminded Council the OVW Annual General Meeting will be held in September at which member councils are likely to have an opportunity to present motions for debate on matters of national concern and member councils are usually invited to put forward two motions for consideration. The Clerk reported that no motions have been received.

- 13.1.2 OVW: to report the receipt of various Practice Development Notes and Guidance for information.

Council received the new OVW practice notes as follows,

- a) Multi-location meetings practice development note 5.

- 13.1.3 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 OVW/SLCC 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 process.

13.2 General Correspondence

- 13.2.1 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 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) Clerk: confirmed the 1m width grass cutting of roadside verges is included in the specification approved by Council.

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

None.

- 14.3 Date of next meetings: 25th July'24 at 7.30pm at Churchstoke & 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.

The Clerk reported there being no confidential matters to be transacted it was not necessary to resolve that members of the public and press be requested to leave the meeting.

- 15.2 Cemetery: Trees [confidential reason: commercial quotes]: to receive and resolve quotations for an Arboriculture Survey at the cemetery (paper 15.2a and confidential paper 15.2b previously circulated).

The Clerk reminded Members of the specification for an arboriculture survey at the cemetery, and there being no budget allocation.

RESOLVED

In view of the budget limitations, CCC extends the opportunity to submit quotations, and the matter is to be reconsidered at a later meeting.

Action – Clerk to process

- 15.3 Recreation: Field Aeration [confidential reason: commercial quotes]: to receive and resolve quotations for aeration treatment of the recreation field playing area (confidential paper 15.3 previously circulated).

The Clerk reminded Members of the invitation to quote for aeration of the recreation field and of the budget allocation.

RESOLVED

CCC accepts the quotation of Jamie Jones at £220 per session, commissioning 2 aeration sessions for 2024-25 at a total £440.








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 – 8.40pm.

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

-  01a - OVW - Innovative Practice Conference Wed 3rd Jul'24 - 040624.pdf
-  01b - OVW - Flyer Eng.pdf
-  01c - OVW - Agenda Innovative Practice Conference 3 July 2024 Final.pdf
-  02a - OVW - Webinar_ Community Transport - 100624.pdf
-  02b - OVW - Webinar Community Transport June 2024 Update & Resources - 240624.pdf
-  03 - OVW - Free Webinar Green Prescribing with Keep Wales Tidy 26th Jun'24 - 190624.pdf
-  04 - OVW - Launch event video on You Tube Biodiversity Resources - 190624.pdf

Appendix 2: General correspondence received circulated post meeting

-  01a - SpArC - Quiz Show Competition Poster in Blue Brown Pastel Style - 030524.pdf
 -  01b - SpArC - a4 poster BCOS 2024 - 030524.jpg
 -  02a - SpArC - TRAINEE LIFEGUARDS NEEDED - 100624.pdf
 -  02b - SpArC - NPLQ_A4_Poster_with_details_of_UCAS_points.pdf
 -  03 - SpArC - THE POOL AT 50 - 250624.pdf
 -  04 - Ken Skates MS - 05062024 20mph - Letter to Town and Community Councils - 060624.pdf
 -  05a - MWWFRS - Newtown Bypass Recycling Waste Fire - 120624.pdf
 -  05b - MWWFRS - Chief Fire Officer Awarded King's Fire Service Medal - 180624.pdf
 -  06a - PAVO - Safer Recruitment - Safer Employment Event 11 Jul'24 - 140624.pdf
 -  06b - PAVO - Safer recruitment - ENG.jpg
 -  07 - PAVO - Welshpool, Llanfair Caereinion & Montgomery Locality Network Meeting 20 Jun'24 - 170624.pdf
 -  08 - PAVO - Numeracy 2 Fund - 200624.pdf
 -  09 - PAVO - Mont Wildlife Trust - Dolforwyn Woods WSWS workshops - 240624.jpg
 -  10a - Llais Powys - Llanidloes Executive Summary Report - 130624.pdf
 -  10b - Llais Powys - Llanidloes Engagement - What We Heard [Poster].pdf
 -  10c - Llais Powys - Executive Summary Llanidloes Engagement.pdf
 -  11a - Play Wales - June e-bulletin - 180624.pdf
 -  11b - Play Wales - Celebrating Youth Work Week - 260424.pdf
 -  11c - Play Wales - Give children more time to play on International Day of Play - 040624.pdf
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