



**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 July 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 M J Jones (Chair), Cllr J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith, Cllr C P Smith, Cllr M A Whittall, Cllr D N Yapp.

Attendance online: None.

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

Apologies for absence approved by Council: Cllr D Bebb.

RESOLVED

CCC approves this absence of Cllr D Bebb for reason of attendance at an appointment for medical procedure.

Apologies for absence received: Cllr J N Wakelam.

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 |
|---------------|--------------------------|------------|--|
| 16.2 | Cemetery: Works to Trees | J Jones | Personal and prejudicial interest having submitted a quote for works |

| | | | |
|------|--------------------------|------------|--|
| 16.2 | Cemetery: Works to Trees | A Richards | Personal not prejudicial interest with applicant for tender asked to work from my property |
|------|--------------------------|------------|--|

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.

Cllr B L Smith joined the meeting at this point.
Cllr C P Smith joined the meeting at this point.

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. 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 29th June 2023 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 29th June 2023 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 29th June 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 29th June 2023.
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 (paper 6 previously circulated).
The Clerk reported Cty Cllr D Bebb is unable to attend and referred Members to the written report, highlighting:

- Further progress regarding a bus shelter near the Co-Op
- Preparations for 20 mph speed limits
- Fishpool Gate access road
- Refuse collection local issues.

Cllr D N Yapp joined the meeting at this point.

7.0 Planning & Building Control

7.1 Planning & Building Control General Correspondence:

- 7.1.1 Planning Aid Wales: to receive latest planning news and training opportunities (paper 7.1.1a-b 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

- 7.1.2 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 (paper 7.1.2a previously circulated).

- a) Member of the Public: Council received correspondence regarding Proposed Windfarm Radnor Forest and Associated Pylon Network. The Clerk reported he had replied to indicate that CCC is generally a consultee for the planning authority on planning matters in its own community, unless a matter is escalated to one of national significance in which case it may be consulted by the Welsh Government. As things stand the Clerk reported CCC has not been consulted and has no jurisdiction over matters beyond Churchstoke community.

Cllr M A Whittall joined the meeting at this point.

- 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. Council received notice of Powys CC planning determinations as follows:

| Ref. | Site | Powys CC Decision |
|-------------|--------------------------|-------------------|
| 23/0969/TRE | Gorsty House, Hyssington | Approve |
| 23/0704/HH | Swallow Barn, Hurdley | Refuse |

- 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.

| Ref. | Applicant | Site | Description | rec. |
|-------------------------|--|--|----------------------------------|------|
| 23/0704/HH (amended) | Mr & Mrs M & K Maddox, Swallow Barn, Hurdley, Churchstoke | Swallow Barn, Hurdley, Churchstoke | Erection of a detached garage | * |

*The Clerk reported that decision has already been made by the planning office despite assurance that it would accept a CCC response on 28th July, and therefore the item is withdrawn from business.

- 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 Chair referred Members to the consultations.

| Ref. | Applicant | Site | Description | rec. |
|---|--|-----------------------------|--|------|
| 23/0969/TRE (papers 7.6.1a- c previously circulated) | Mrs Shirley Cooper, Gorsty House, Hyssington | Gorsty House, Hyssington | Application to fell an oak tree within a conservation area | ** |

**The Clerk reported that decision has already been made by the planning office before the conclusion of the 21-day consultation period, and therefore the item is withdrawn from business.

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 Playground: to consider and resolve alternative refuse bin arrangements and associated expenditure (paper 8.1 previously circulated).
Council received the Clerk's report outlining alternative refuse bin arrangements and associated expenditure.

RESOLVED

CCC notes the report and will replace two existing open perforated bins with two covered solid bins (90litre child friendly design, one red and one green if available) with ground fixing, funded from reserves and will liaise with CRA

accordingly. CCC authorises disposal of existing bins and removal from the asset register.

Action – Clerk to process

- 8.2 Grounds Maintenance and Grasscutting: to report correspondence regarding roadside verges and to resolve if desired whether to discuss further with the county council biodiversity officer (paper 8.2a previously circulated). Council received correspondence from a member of the public suggesting a change of mowing regime in the interests of biodiversity. The Clerk reminded Council the two-year contract comes to an end on 31st March 2024 so that will present an opportunity for a new specification. A range of views were expressed.

9.0 Cemetery

- 9.1 Refuse Collection: to consider and resolve alternative refuse collection arrangements and associated expenditure (paper 9.1 to follow previously circulated). Council received the Clerk's report outlining alternative refuse collection arrangements and associated expenditure.

RESOLVED

CCC notes the report and will cease collection of mixed municipal waste in trade refuse sacks, switch to separate green waste and non-green waste bins and marginal cost increase for 2023-24, and to set revenue budget accordingly for 2024-25 onwards.

Action – Clerk to process

- 10.0 Reports from Outside Bodies:** to receive reports for information, if any, from representatives to other outside bodies.

- a) Churchstoke CP School Governing Body: Cllr D N Yapp reported the appointment of a new headteacher who will take up post for September.

11.0 Consultations

- 11.1 Powys CC Highways: 20mph Exceptions to the Restricted Roads (20 mph Speed Limit) (Wales) Order 2022: to receive the consultation, extended closing 28th July, and to resolve a response if desired (papers 11.1a-e previously circulated).

The Chair referred Members to the consultation. The Clerk reminded Members the consultation is regarding exceptions to 20mph and not the 20mph legislation *per se*. A range of views were debated.

RESOLVED

CCC is content with the proposed exception.

Action – Clerk to process

- 11.2 Powys CC: Powys Leisure Review: to receive the consultation closing 28th August, to resolve whether to respond and if so to resolve to delegate to the Town Clerk after reference to a working party here elected (papers 11.2a-b previously circulated).

The Chair referred Members to the consultation. The Clerk reported that the consultation appears to be better suited to individual responses than to a council corporate response.

RESOLVED

CCC does not wish to submit a collective response to the consultation but urges councillors to do so individually.

- 11.3 Llais: Have your say on how Llais can work with the people of Wales for better health and social care services: to receive the consultation closing 31st July, to resolve whether to respond and if so to resolve to delegate to the Clerk after reference to a working party here elected (papers 11.3a-d previously circulated).

The Chair referred Members to the consultation. The Clerk reported that the consultation appears to be better suited to individual responses than to a council corporate response.

RESOLVED

CCC does not wish to submit a collective response to the consultation but urges councillors to do so individually.

12.0 Finance and Assets

- 12.1 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.

- 12.2 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 Jun'23 | 24.99 |
| I Bruntnell | Garden allotment rent Mar'23 to Feb'24 plot 7 | 30.00 |
| A Evans | Garden allotment rent Mar'23 to Feb'24 plot 3 | 30.00 |
| J Jones | Garden allotment rent Jul'23 to Feb'24 plot 9 | 20.00 |
| D Doody | Garden allotment rent Mar'23 to Jun'23 plot 9 | 10.00 |
| HM Revenue & Customs | VAT reclaim 2022-23 | 1,414.63 |
| | Total | 1,529.62 |

- 12.3 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 |
|------|---------------------------|---|---------|--------|--------|
| 1560 | Groundforce Landscape Ltd | Grounds Maintenance Contract – Jun 2023 | 816.14 | 163.23 | 979.37 |
| 1561 | Powys CC | Rec field bin Q1 Apr-Jun'23 | 46.32 | 0.00 | 46.32 |

| | | | | | |
|--|-----------------------|--|---|--------|----------|
| 1562 | Bullseye Pest Control | Mole control recreation field & cemetery 2022-23 final half yearly payment | 100.00 | 20.00 | 120.00 |
| <i>Total for authorisation this meeting</i> | | | 962.46 | 183.23 | 1,145.69 |
| <i>To report items previously authorised</i> | | | | | |
| 1563 | E J Humphreys | Clerk net salary Jul'23 | <i>As employment contract Action – Clerk to process</i> | | |

12.4 Financial Balances: Consolidated Bank Balances: to report consolidated balances to date after transfers, receipts & payments.

The Clerk reported the M&G Investments Charibond quarterly statement for 1st Apr to 30th Jun'23 as follows:

| Fund | Number of shares | Share Price (p) | Value at 30/06/2023 (£) |
|-----------|------------------|-----------------|-------------------------|
| Charibond | 100 | 104.90 | 104.90 |

The Clerk reported on gross, ring-fenced funds & net available bank balances as follows:

| Item | Current acc. £ | Reserve acc. £ |
|-------------------------------------|----------------|----------------|
| Gross balances | 1,000.00 | 24,435.53 |
| Less consolidated ring-fenced funds | 0.00 | 5,613.58 |
| Net balances available | 1,000.00 | 18,821.95 |

13.0 Highways & Rights of Way

13.1 Highways & Rights of Way Specific Correspondence: to receive for information such items of highways/ rights of way correspondence as will be brought to the attention of the council by the Clerk.

13.1.1 Powys CC: Emergency closure C2055 Green Lane, Churchstoke, 25th – 31st Jul'23: Council received the information and location map (previously circulated to councillors).

13.2 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.

- a) B4388 Forden Road, Montgomery: the pedestrian pavement to the new housing development appears to have encroached onto the highway resulting in a narrowing of the carriageway
- b) U2707 Alport Footbridge: the footbridge has still not been repaired and re-opened
- c) Footpath Chaselyfields to Old Churchstoke: two footbridges are collapsing.

Action – Clerk to process

The Clerk again reminded Members that any councillor or member of the public may report a wide range of matters directly to the principal authorities at,

- Powys CC: <https://en.powys.gov.uk/article/816/Report>
- Shropshire Council: <https://www.shropshire.gov.uk/report/>

...the links also being signposted from the CCC website at <https://www.churchstoke.org/noticeboard.html>.

14.0 Correspondence

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

14.1.1 OVW: Training Jul-Aug'23: to receive details and to resolve on attendance, if desired, as an approved duty (papers 14.1.1a-b 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

14.1.2 OVW: Montgomeryshire Area Committee: to receive for information draft minutes from the area committee meeting 6th Jul'23 (paper 14.1.2 previously circulated).

Council received the draft minutes from the area committee. Cllr M J Jones reported he was unable to attend

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.

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) The Clerk: reminded Members the Community Grants Committee will convene in August if applications have been received by the deadline of end of day 18th Aug'23.

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 meeting: Ordinary Business Meeting 31st Aug'23 at Churchstoke Community Hall and remote online, the meeting in August being planning, finance and urgent matters only.

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.
The Clerk reported there being no confidential business to consider no resolution is required.
- 16.2 Cemetery: Works to Trees [confidential reason: commercial quotations]: to receive and resolve quotations for works to trees in the SW corner of the cemetery and to resolve to either reallocate funds identified for central pathway trees or to fund from reserves (papers 16.2a-c previously circulated).

Declaration of Members' Interests

- Cllr J Jones declared a personal and prejudicial interest and left the meeting for this item.
- Cllr A Richards declared a personal non prejudicial interest.

Council received two quotations for works for publicly published invitation and specification. The Clerk reported that late information has been received that one quotation also includes taking away and disposal of the compost heap but there is no information on this in the second quote, and recommended clarification is sought so that CCC may compare like with like.

RESOLVED


CCC adds removal and disposal of compost heap to the specification and invites re-quotes, and delegates decision to award the contact to the Clerk on the basis of lowest cost.


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.
None.


Meeting ended – 8.44pm.

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


 01a - OVW - Climate Change & Nature Action Guide for CTCs in Wales - 100723.pdf


 01b - OVW - Tackling Climate Chaos.pdf


 02a - OVW - Forward Development Plan 2023-27 Pontypridd Town Council - 200723.pdf


 02b - Pontypridd Town Council Forward Development Plan 2023-2027.pdf


 03 - NRW - Sustainable Drainage Feasibility Grant - 040723.pdf


 05 - KWT - Keep Wales Tidy - training & contract services survey for CTCs - 050723.pdf

 06a - SFG - Nominations CLAS Awards & Royal Welsh - 250723.pdf

 06b - SFG - Nomination Form Ffurflen Enwebu CLAS Awards 24 (FINAL).pdf

 06c - SFG - Accessing land session RWAS23.png

 07a - WGov - Vacancies Principal Statistician x 3 - 190723.pdf

 07b - WGov - Vacancy Public Appointments - 190723.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - July Newsletter from Russell George MS - 060723.pdf
-  02 - Craig Williams MP - E-Newsletter 140723.pdf
-  03a - OPCC - Policing Accountability Board - 060723.pdf
-  03b - OPCC - PCC Invite Letter to PAB 17.07.2023.pdf
-  04a - SpArC - SpArC and the HOSPITAL - 150723.pdf
-  04b - SpArC - THE POOL REOPENS - 260723.pdf
-  05 - SaTH Trust - Find out latest from the Shrewsbury & Telford Hospital NHS Trust- 210723.pdf
-  06 - Powys THB - PTHB Aspiring Nurses Vacancies - 100723.pdf
-  07 - Powys CC - Meet the Funder Sessions - 040723.pdf
-  08 - Powys DSG - Information for councils - 190723.pdf
-  09a - MWWFRS - Calon Tan Magazine July 2023 - 270723.pdf
-  09b - MWWFRS - New Chair & Deputy Chair Mid & West Wales Fire & Rescue Authority - 03042.pdf
-  10a - MWWFRS - Powys Leisure Review 2023 - 060723.pdf
-  10b - MWWFRS - Leisure Review Survey Poster - Bilingual.jpg
-  11 - Llais - Consultation Rebalancing Care and Support Programme - 260723.pdf
-  12a - 20's Plenty - Thanks for 20 Zoom with Deputy Minister Lee Waters MS - 080723.pdf
-  12b - 20's Plenty - Wales zoom July 2023.pdf
-  13 - PAVO - Volunteer Involvers Network - 040723.pdf
-  14a - PAVO - Informal volunteering need - 040723.pdf
-  14b - PAVO - Informal volunteering need survey.pdf
-  15 - PAVO - Welshpool Montgomery Llanfair Locality Network Mtg Minutes 27.6.23 - 040723.pdf
-  16a - Play Wales - July e-bulletin - 050723.pdf
-  16b - Play Wales - New Film This is why play is so important - 210723.pdf
-  17 - NFU - Support - 160723.pdf