



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

E J Humphreys MA Oxf, CertHE 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 October 2022 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 Code of Conduct.

Attendance at the hall: Cllr B L Smith (Chairman), Cllr D Bebb (item 4.2 onwards), Cllr M J Jones, Cllr R K McLintock (Vice-Chairman), Cllr A Richards, Cllr C P Smith, Cllr J N Wakelam, Cllr M A Whittall.

The Chairman welcomed Councillors, Clerk and County Councillor D Bebb, and reminded attendees to show civility and respect to all throughout the meeting.

Attendance online: None.

Apologies for absence approved by Council: None.

Apologies for absence received: Cllr D N Yapp

Other Members Absent: Cllr J Jones.

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:

The Chairman reminded Council of the vacancies remaining after the elections 5th May'22 and the Council's Notices of Co-Option

4.1 Churchstoke ward: to receive an expression(s) of interest and to resolve to co-opt to the vacancy.

The Clerk reported one expression of interest for Churchstoke ward.

RESOLVED

CCC co-opts Mr D Bebb as community councillor for Churchstoke ward.

Cllr D Bebb joined the meeting at this point

Action – Clerk to process

4.2 Hyssington ward: to receive expression(s) of interest, if any, and to resolve to co-opt to vacancies.

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 September 2022 (paper 5.1 previously circulated).

The minutes of the Ordinary Business Meeting 29th September 2022 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 29th September 2022 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 September 2022.

5.2.1 (9a) Cemetery Mole Control

The Clerk reported the purchase order has been issued.

5.2.2 (9b) Cemetery Notice Board

The Clerk reported the purchase order has been issued.

6.0 County Councillor & County Council Report: to welcome the county councillor and to receive verbal updates for information on County Council matters (paper 6 previously circulated).

Cty Cllr D Bebb presented his written report, highlighting further missed refuse collections at Pentre, and answered Members' questions.

7.0 Planning & Building Control

7.1 Planning & Building Control General Correspondence:

7.1.1 Powys CC: Portfolio Holder Connected Powys: to receive and update on the planning service (paper 7.1.1 previously circulated).

Council received the update bulletin from the Powys CC Portfolio Holder indicating steps being taken to improve the planning service liaison with community & town councils.

- 7.1.2 Planning Aid Wales: Latest training from Planning Aid Wales: to receive details and to resolve, if desired, on attendance as an approved duty (paper 7.1.2 previously circulated).

Council received details of training opportunities. 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 Correspondence: to receive and circulate for information such other planning and building control general 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 7.2 previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
22/0772/FUL	The Broads, Churchstoke	Approve
22/1617/TRE	Public Footpath 210/39/1, 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.

RESOLVED

CCC responds to pre-application consultations by developers as follows:

Ref.	Applicant	Site	Description	rec.
FP 126444	Fisher German LLP on behalf of Hafren Dyfrdwy Water Ltd, C/O Planning Department, The Estates Office, Norman Court, Ivanhoe Business Park, Ashby de la Zouch	Church Stoke Sewage Treatment Works (STW), A490, Church Stoke	Provide a site extension, upgrade the access to the site and install 2no. kiosks on the existing operational site	S*

**FP 126444: The community council supports the pre-application proposal, and asks additionally that more visual screening is provided around the site, and that sufficient measures are in place to mitigate the potential overflow in times of heavy rainfall.*

Action – Clerk to process

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.

RESOLVED

CCC responds to consultations on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
22/1552/FUL	Mr Mike Baldwin, 60 Newtons Lane Cossall Nottingham	Field Opposite The Hollies, Old Churchstoke	Replacement of barn and cow house with a holiday let log cabin, construction of a small car parking area and installation of a new septic tank	S*

**22/1522/FUL: CCC supports the application but would like to add that the size of the deck veranda seems large in comparison to the accommodation, and asks that planning officers ensure that it adheres to its description as a holiday let and not become a permanent dwelling.*

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 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 Chairman invited Members to bring forward planning enforcement matters within the community for the attention of the planning authority.

RESOLVED

CCC reports planning enforcement matters for the attention of the planning authority as follows:

Ref.	Site	Description
21/0611/FUL	Erection of a agricultural building, The View, Churchstoke	There appears to be an additional barn beyond planning permission at the northern end of the barns. CCC asks planning officers to check and take appropriate action.
None	To the rear of Linden, Churchstoke	There appears to be a static caravan development to the rear of the property. CCC asks planning officers to check and take appropriate action.
None	Rail House Cottage, Churchstoke	There appears to be conversion of a garage into housing of multiple accommodation. CCC asks planning officers to check and take appropriate action.

Action – Clerk to process

8.0 Recreation: to receive a progress report regarding the damage to the Churchstoke Notice Board.

The Clerk stated there was nothing further to report at this stage other than the matter has been referred to police and to the council's insurance company, but the matter will be pursued.

9.0 Reports from Outside Bodies: to receive reports from representatives to outside bodies and from other councillors.

9.1 Churchstoke Recreation Association (CRA): to receive information, and to resolve if desired on communications to the CRA regarding the management of the hall and hall bookings (Cllr C P Smith with Cllr D N Yapp).

Cllr C P Smith reminded Council of apparent disagreement between the CRA and a member of the public wishing to book the hall. Cllr C P Smith reported she has endeavoured to conciliate, and the matter appears to have subsided. Cllr Smith further reported the CRA AGM will be held on 7th Nov'22 at 7.30pm at the community hall and that is a forum where users of the hall can raise concerns.

9.2 Powys CC: to receive a verbal report from the quarterly PCC & Town & Community Council Meeting (paper 9.2 previously circulated) (Clerk and/or Chairman).

The Clerk reported attendance at the quarterly liaison meeting, highlighting several issues including:

- Leader's Update
- Presentation on the work of countryside access and recreation team
- Director's update on Warm Spaces, Covid, Ukraine refugees
- Portfolio holder update on planning service at which the Clerk raised concerns for the council regarding the resourcing of the enforcement service and the number of retrospective planning applications.

- 10.0 Governance: Statutory Training Plan:** to receive and resolve to approve the draft statutory training plan required by the Local Government and Elections (Wales) Act 2021 S67 (paper 10 previously circulated).
Council received the Clerk's report and draft statutory training plan.

RESOLVED

CCC approves the statutory training plan without amendment.

Action – Clerk to process

- 11.0 Remembrance 2022:** to receive and resolve the Clerk's report and recommendations for arrangements and payments regarding Armistice Day and Remembrance Sunday 2022.
The Clerk reminded Council of its customary civic remembrance arrangements on Remembrance Sunday and the laying of a poppy wreath on behalf of the community.

RESOLVED

CCC will be represented on Remembrance Sunday by Vice-Chairman Cllr R K McLintock, who will lay the poppy wreath on behalf of the community.

Action – Cllr R K McLintock to attend

12.0 Consultations

- 12.1 Independent Remuneration Panel for Wales: Draft Annual Report February 2023:** to receive the consultation on the Panel's draft determinations for remuneration 2023-24, closing 1st Dec'22, to resolve whether to respond and, if so, to elect a working party to bring forward recommendations to the November meeting. Members are referred especially to determination 4 which relates to Community and Town Councils (papers 12.1a-c previously circulated).
The Chairman referred Members to the consultation.

RESOLVED

CCC does not wish to respond to the consultation.

13.0 Finance and Assets

- 13.1 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.

- 13.2 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 Sep'22	4.39
National Grid	Pole rents 2022-23	64.29
W J Morris Funeral Services	Cemetery burial fee plot 455	190.00
	Total	258.68

- 13.3 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
1496	Groundforce Landscape Ltd	Grounds Maintenance Contract – Sep 2022	816.14	163.23	979.37
1497	Churchstoke Bowling Club	Allotments water 9 th Sep'21 to 16 th Sep'22	64.03	0.00	64.03
1498	E J Humphreys	Zoom Pro Oct'22	11.99	2.40	14.39
1499	Royal British Legion	Poppy appeal donat'n 2022	70.00	0.00	70.00
Total for authorisation this meeting			962.16	165.63	1,127.79
To report gross IRPW determinations paid to Members less tax & national insurance					
1501	R K McLintock	Allow'ce 1 st Apr-30 th Sep	75.21	0.00	75.21
To report items previously authorised					
1502	E J Humphreys	Clerk net salary Oct'22	As employment contract Action – Clerk to process		

13.4 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	21,014.08
Less consolidated ring-fenced funds	0.00	7,109.91
Net balances available	1,000.00	13,904.17

14.0 Highways & Rights of Way

14.1 Highways & Rights of Way Specific Correspondence:

14.1.1 Powys CC: Emergency Closure C2009 Hyssington 5-7th Oct'22: to receive retrospective notice of the closure (papers 14.1.1a-b previously circulated).
Council received the retrospective notice of emergency closure and diversion map.

14.1.2 Powys CC: to receive a response to CCC's Sep'22 highways report (papers 14.1.2a-b previously circulated).
Council received the response indicating new speed limit approach signs will be installed at A490 Churchstoke Bank.

14.2 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 road: large growth of Japanese Knotweed is still present.

Action – Clerk to process

15.0 Correspondence

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

- 15.1.1 OVW: Training Oct-Dec'22: to receive details and to resolve on attendance, if desired, as an approved duty (papers 15.1.1a-b previously circulated)
The Clerk reminded Council that it has a training budget for councillors which would cover such events and invited Members to let him know if they wished to attend. The Chairman reminded Members that Standing Orders require Code of Conduct training within 6 months of accepting office.

RESOLVED

CCC approves attendance at OVW training as an approved duty if Members wish to attend.

Action – Members
to inform Clerk

- 15.1.2 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

15.2 General Correspondence

- 15.2.1 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

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

- 16.1 Chairman's announcements: to receive for information announcements from Chairman and Members.
a) Clerk: alerted Members that the budget panel will begin preparations for the budget 2023-24 in November.
- 16.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
a) Cllr C P Smith: Cemetery
b) Cllr C P Smith: Churchstoke Recreation Association Christmas Fayre.
- 16.3 Date of next meetings: Ordinary Business Meeting: the Clerk reported he is unavailable on 24th November and will make a delegated decision on an alternative date. Councillors indicated a preference for 17th November.

17.0 Confidential Session

- 17.1 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.








































- 17.2 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 – 9.10pm.

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

-  01a - OVW - OCTOBER NOVEMBER DECEMBER TRAINING DATES - 181022.pdf
-  01b - OVW - Overview Modules Jan 2018 ENG.pdf
-  02a - OVW - Book FREE place Importance of Community & Town Councils in building resilient places for nature - 121022.pdf
-  02b - OVW - The importance of Community & Town councils in building resilient space.pdf
-  02c - OVW - Agenda - Importance of CTCs creating resilient spaces for nature 27102022.pdf
-  03 - OVW - JOINT ONE VOICE WALES SLCC EVENT Wed 9 NOV'22 PLACES STILL REMAINING - 191022.pdf
-  04 - OVW - IRPW Draft Annual Report - February 2023 - 141022.pdf
-  05 - OVW - Declaring a Nature emergency - 071022.pdf
-  06a - OVW - DRAFT MINUTES Montgomery AC 29.9.22 - 071022.pdf
-  06b - OVW - Area Committees - Additional information for members 28.9.22.pdf
-  07a - OVW - Model Financial Regulations - 071022.pdf
-  07b - OVW - Model financial regulations Wales Final Version 2016.pdf
-  08a - OVW - KWT Closing Deadline for Applications to Local Places for Nature - 061022.pdf
-  08b - OVW - KWT Keep wales Tidy Sept 22.pdf
-  09a - OVW - PCC Planning slides from Community & Town Council Meeting 28 Jul'22 - 061022.pdf
-  09b - OVW - PCC Powerpoint presentation 1.pdf
-  09c - OVW - PCC Powerpoint presentation 2.pdf
-  10a - DP Police - Welsh Language being used in online fraud attempts - 181022.pdf
-  10b - DP Police - Welsh Scams (E).PNG
-  11 - NRW - Sustainable Farming Scheme Outline Proposals 2025 opportunity to input deadline 31 Oct'22 - 191022.pdf
-  12a - Ystadau Cymru - WLGA Decarbonisation Masterclass Series - 271022.pdf
-  12b - Ystadau Cymru - WLGA Decarbonisation Masterclass Series webpage.pdf
-  13a - Senedd Cymru - Report on community assets - 141022.pdf
-  13b - Senedd Cymru - Community Assets.pdf
-  14a - Powys PSB - Public Service Board - Nature and Us Presentation - 071022.pdf
-  14b - Powys PSB - Nature and Us_Powys PSB.pdf
-  14c - Powys PSB - Nature and Us - Phase 1 Public and Stakeholder Involvement Report.pdf
-  14d - Powys PSB - Cost of Living - PSB update 3.10.22.pdf
-  15 - Powys CC - Climate Emergency Forum Spring 2023 Questionnaire - 141022.pdf
-  16 - WGov - Royal British Legion's new grant scheme veterans and families - 141022.pdf
-  17a - WGov - Electoral Administration and Reform White Paper - 121022.pdf
-  17b - WGov - 2022 10 04 Letter to send to Stakeholders, WP publication.pdf
-  18 - WGov - Vacancy – Public Law lawyers – Welsh Government - 141022.pdf
-  19a - IRPW - Draft Annual Report - February 2023 - 071022.pdf
-  19b - IRPW – Draft Annual Report 2023.pdf
-  19c - IRPW – Draft Annual Report 2023 – consultation questions.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - October Newsletter from Russell George MS - 031022.pdf
-  02 - Powys CC - THINK Transport issues in the community fund - 251022.pdf
-  03a - Powys CC - RPB newsletter - 041022.pdf
-  03b - Powys CC - RPB newsletter Autumn 22.pdf
-  04a - SpArC - Quiz flyer - 101022.jpg
-  04b - SpArC - THANKS TO SpArC SUPPORTERS - 251022.pdf
-  05a - Focus Newtown Enterprise Hub - She Can Start 4 Online Women Conf 11 Nov'22 - 10-4pm - 101022.pdf
-  05b - Focus Newtown Enterprise Hub - Barrier Grant and Start up Loans - 141022.pdf
-  06a - Age Cymru - Free Info Event Townhall Welshpool 9th Oct'22 9am - 1pm - 111022.pdf
-  06b - Age Cymru - Welshpool (Nov) (4).jpg
-  07 - Accessibility Powys - UKCRF Localities Initiatives - Scoping Study - 171022.pdf
-  08 - BCW - Revised Proposals - 201022.pdf
-  09a - NHS Wales - Air Ambulance Briefing note 1 Service development proposal EMRTS Cymru - 142022.pdf
-  09b - NHS Wales - Air Ambulance Service Development proposal Briefing note 1.pdf
-  10 - SaTH NHS Trust - Upcoming Events - Get Involved - 111022.pdf
-  11 - Powys CHC - Service Development Emergency Medical Retrieval & Transfer Service - 211022.pdf
-  12 - Powys CHC - Newsletter Issue 9 - 271022.pdf
-  13a - PAVO - MWT Spaces available at Wild skills Wild Spaces - 061022.pdf
-  13b - WSWS Youth referral form.pdf
-  13c - PAVO - MWT MONTWT_Wild Skills Wild Spaces_A5_2PP_Youth_Flyer (Aug22 update).pdf
-  14a - PAVO - Network Meeting Notes - 051022.pdf
-  14b - PAVO - Outreach_Poster_A4_English.pdf
-  14c - PAVO - Network Meeting notes - Welshpool. Montgomery. Llanfair Caereinion. 20.09.2022 (1).pdf
-  14d - PAVO - Care_eFlyer_A5.pdf
-  14e - PAVO - Bereavement_and_Counselling_Support_(English_language).pdf
-  14f - PAVO - support_on_the_neonatal_unit.pdf
-  14g - PAVO - Hope house - info.pdf
-  15a - PAVO - Bilingual Post - E-biking - 101022.pdf
-  15b - PAVO - Health and Wellbeing Poster E-biking.png
-  16a - PAVO - Oriel Davies Open Newtown Autumn Share Event - 121022.pdf
-  16b - PAVO - OD ON autumn share poster english.pdf
-  17 - PAVO - Age Cymru Email - 121022.pdf
-  18 - WGov - Hydref MapDataCymu - 051022.pdf
-  19a - GS for WGov - Help Us Help You - 251022.pdf
-  19b - GS for WGov - 104297 HUYH Pharmacies Flyer A5 HR copy.pdf
-  19c - GS for WGov - 104297 HUYH Pharmacies Poster A3 HR copy.pdf
-  19d - GS for WGov - HUYH NHS toolkit ENG V3.pdf
-  20a - Play Wales - October e-bulletin - 141022.pdf
-  20b - Play Wales - Celebrating Adult Learners Week 2022 - 201022.pdf