



**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 Wednesday 28<sup>th</sup> July 2021 at 7.50pm  
held remotely on Zoom-Pro platform.**

- 1.0 Welcome, Attendance, Remote Meeting Etiquette and Apologies for Absence:** to record attendance, to recap on the remote meeting etiquette, to receive and resolve if desired to approve absence(s) (paper 1 previously circulated).

Attendance: Cllr B L Smith (Chairman), Cllr J Boundy, Cllr J Jones, Cllr M J Jones, Cllr R K McLintock, Cllr D L Powell, Cllr C P Smith, Cllr J N Wakelam, Cllr D N Yapp.

Apologies for absence approved by Council: None.

Other apologies for absence received: Cllr A Richards.

Other Members absent: Cllr G Jameson.

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
6.5	Planning Applications	M J Jones	Personal & prejudicial interest as a member of Powys CC Planning, Taxi Licensing & Rights of Way Committee
6.5	Planning Applications	D L Powell	Personal & prejudicial interest in application 21/1186/HH

- 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](mailto: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**

- 4.1 Election of Vice-Chairman: to receive nominations and to elect a Vice-Chairman. Nominations will be taken from the floor.  
Council received one nomination.

RESOLVED

*CCC elects Cllr R K McLintock as Vice-Chairman.*

- 4.2 Hyssington Ward: further to the Declaration of Vacancy dated 4<sup>th</sup> Jul'21, to receive information from the elections office whether an election has been called and on the next steps to fill the vacancy.  
The Clerk reported information from the elections office that no requests have been received to hold an election, therefore CCC must now proceed to co-opt to advertise the Notice of Co-option to fill the vacancy as soon as is practicable.  
Action – Clerk to process

#### **5.0 Minutes of Previous Meetings**

- 5.1 To approve & sign the minutes as a correct record of the remote Ordinary Business Meeting 30<sup>th</sup> June 2021 (paper 5.1 previously circulated).  
The minutes of the remote Ordinary Business Meeting 30<sup>th</sup> June 2021 were reviewed.

RESOLVED

*The minutes of the remote Ordinary Business Meeting 30<sup>th</sup> June 2021 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 30<sup>th</sup> June 2021.
- 5.2.1 (8.2) Churchstoke CP School  
Cllr D N Yapp reported Powys CC Portfolio Holder has met the Chair of the Governing Body to explore alternatives to closure, though no commitments were made by either party.

#### **6.0 Planning & Building Control**

- 6.1 Planning & Building Control General Correspondence:
- 6.1.1 Planning Aid Wales: to receive details of training opportunities and to resolve if desired on attendance (papers 6.1.1 previously circulated).  
Council received information as follows:
- Planning for Communities Planning Aid Wales Newsletter July 2021: highlighting forthcoming training opportunities and that the Newtown and Llanllwchaiarn Place Plan has been adopted as Supplementary Planning Guidance by Powys Local Authority.
- 6.1.2 Planning Aid Wales: to receive information regarding Planning Aid Wales report 'The Value of Engagement in Planning in Wales' (papers 6.1.2a-b previously circulated).  
Council received information as follows:

- The Value of Engagement in Planning in Wales: notice of launch of a new research report available as summary of full versions.

6.1.3 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.

6.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area (paper 6.2 previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
20/1707/FUL	Outbuilding at Upper Snead, Snead	Refused

6.3 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.			

6.4 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.				

6.5 Planning Applications:

Declarations of Members' Interests:

- Cllr M J Jones having declared a personal and prejudicial interest left the meeting for this agenda item.
- Cllr D L Powell having declared a personal and prejudicial interest left the meeting for application 21/1186/HH.

6.5.1 To receive, for information, representations regarding planning applications  
None.

6.5.2 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 application as follows:*

<i>Ref.</i>	<i>Applicant</i>	<i>Site</i>	<i>Description</i>	<i>rec.</i>
21/1144/FUL	Mr N Evans, Lake Farm, Churchstoke	Lake Farm, Churchstoke	Replacement of existing farmhouse (retrospective)	N*
21/1186/HH	Mr Florin Iovu, The Horse and Jockey Inn, Churchstoke	The Horse and Jockey Inn, Churchstoke	Conversion of existing attached garage space into living space, internal alterations and fenestration alterations, and the erection of detached double garage	S
21/1215/FUL	Mr Bhante Bodhidhamma, Satipanya, Hyssington	Satipanya, Hyssington	Proposed erection of a single storey timber framed accommodation block for centre manager and visiting teacher(s)	S
21/1273/HH	Mr Grigg, Hen Felin, Churchstoke	Hen Felin, Churchstoke	Erection of raised platform, erection of outbuilding on top on raised platform, extension of residential curtilage	S

*\*21/1144/FUL: CCC notes the application and would like to add it has concerns at the length of time taken to submit this retrospective application, and as it represents new build in open countryside that an agricultural tie is imposed.*

Action – Clerk to process

- 6.6 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.

<i>Ref.</i>	<i>Applicant</i>	<i>Site</i>	<i>Description</i>	<i>rec.</i>
None.				

6.7 Planning Enforcement:

- 6.7.1 From other bodies to CCC: to report for information, planning enforcement matters, if any, within the community as will be brought to the attention of the council by the Clerk).  
None.

- 6.7.2 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 brings to the attention of the planning authority and asks planning officers to investigate planning requirements as follows:*

- a) *Padog Fach, land to the rear of The Courthouse Hotel: erection of a raised platform for which there appears to be no planning permission*
- b) *2 Moonlight Barns, Upper Snead: for sale with a large annex for which there appears to be no planning permission.*

Action – Clerk to process

## **7.0 Reports from Representatives to Outside Bodies**

- 7.1 Friends of the Green and Horsewell (FOTGAH): Village Green at Hyssington: to report, and resolve if desired, from CCC's representative to FOTGAH (Cllr R K McLintock).

Cllr R K McLintock reported there is still no decision or information from the registration authority (Powys CC).

- 7.2 Churchstoke Recreation Associations (CRA): to receive a verbal update report, and resolve if desired, from CCC's representative to the CRA (Cllr C P Smith). Cllr C P Smith reported the association is awaiting the outcome of confidential matters with which it is dealing.

- 7.3 Churchstoke CP School Governing Body: to receive further information if any, and resolve if desired, from CCC's representative to the School Governing Body (Cllr D N Yapp). Cllr D N Yapp reported Powys CC Portfolio Holder has met the Chair of the Governing Body to explore alternatives to closure though no commitments were made by either party, and the decision on potential closure should be known in mid-September.

## **8.0 Complaint to the Council**

- 8.1 To receive for information & notification from the Public Services Ombudsman for Wales (PSOW) of a Code of Conduct complaint against a councillor and that the PSOW requires that details of the complaint must be treated in confidence at this stage (redacted paper 8.1 previously circulated).

Council received information & notification from the PSOW of a Code of Conduct complaint against a councillor and that details of the complaint must be treated in confidence at this stage.

- 8.2 To note a Code of Conduct complaint from a member of the public against a councillor and the Clerk's reply. Members are advised that details are treated in confidence at this stage as the Ombudsman has allegations under investigation (redacted paper 8.2a-b previously circulated).

Council received a complaint by a member of the public against a councillor and the Clerk's reply. The Clerk reminded Members that details of the complaint should be treated in confidence at this stage as the Ombudsman decides whether to investigate further.

- 8.3 In the context of 8.1 and 8.2, to remind councillors again of the Code of Conduct, of the obligation for training in Standing Orders, and of such training being available from One Voice Wales.

The Clerk reminded Members of their obligations under the Code of Conduct, and that Standing Orders require councillors to undertake Code of Conduct

training within 6 months of taking office, such training being available from One Voice Wales.

## 9.0 Consultations

- 9.1 Powys Teaching Health Board: Draft Pharmaceutical Needs Assessment: to receive and resolve the recommendations the working party for a Council response (papers 9.1a-d, paper 9.1e previously circulated).  
The Chairman referred Council to the consultation and to the recommendations of the working party.

### RESOLVED

*CCC notes the report, thanks the working party for its work, and responds to the consultation based on the working party's recommendations set out in paper 9.1.*

Action – Clerk to process

The Chairman thanked members of the working party for their work on the consultation.

- 9.2 Welsh Government: Consultation on the Community Council Clerk Qualifications Regulations to receive the consultation closing 24<sup>th</sup> Sep, on Clerk Qualifications as a criterion to enable a community/ town council to exercise the general power of competence, to resolve whether to respond, and if so to elect a working party to bring forward recommendations to the August meeting (papers 9.2a-c previously circulated).  
The Chairman referred Council to the consultation and the Clerk summarised the importance of the general power of competence and the criteria for same.

### RESOLVED

*CCC asks the Clerk to bring forward recommendations to the August meeting.*

Action – Clerk to process  
& for August meeting

- 10.0 Future Meeting Arrangements:** to receive a further report and recommendations of the Clerk regarding future hybrid-meeting arrangements and clarification from Welsh Government, and to resolve to delegate the Clerk to seek quotations and equipment accordingly with funding from reserves (paper 10 previously circulated).  
Council received the Clerk's report outlining clarification from Welsh Governments and cost estimates.

### RESOLVED

*CCC note the Clerk' report, and will proceed with first preference option to proceed as follows*

- a) *For reasons of value for money and prudent use of council resources to make arrangements for hybrid meetings based on broadband internet access to halls, provided by the halls management bodies*
- b) *To authorise the Clerk to liaise with halls management committees regarding broadband internet access*
- c) *To authorise expenditure from reserves of up to £150 and delegate authority to the Clerk to procure the equipment.*

Action – Clerk to process

*CCC also asks the Clerk to enquire with the Churchstoke CP School whether it could use school wi-fi connection in the interim.*

Action – Clerk to process

## 11.0 Finance and Assets

11.1 Finance Specific Correspondence: to receive and circulate for information such other financial correspondence as will be brought to the attention of the council by the Clerk.  
None.

11.2 Green Grants Scheme: in view of the declining funds derived from the recycling proceeds on which the Scheme depends, to instruct the Clerk to brief Council on an alternative Community Grant Scheme at the September meeting.  
The Clerk reminded Council of the declining income from waste recycling proceeds on which the Green Grants Scheme depends and recommended Council to consider options and alternatives.

### RESOLVED

*CCC asks the Clerk, in view of declining income from waste recycling proceeds on which the Green Grants Scheme depends, to bring forward options and alternatives for the Scheme to the September meeting*

Actin – Clerk to process  
& for September meeting

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 Jun'21	0.19
HMRC	VAT reclaim 2020-21	2,410.47
J N Wakelam	Allotment rent	30.00
A Hall	Allotment rent	30.00
A Evans	Allotment rent	30.00
I Bruntnell	Allotment rent	30.00
ME & A Hughes	Cemetery memorial fee (plot 492)	190.00
	Total	2,720.66

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
1376	Andrew Evans Landscapes Ltd	Grounds Maintenance Jun'21 inv. 1876 (3/7)	919.71	183.94	1,103.65
1377	E J Humphreys	Admin expenses Q1 Apr-Jun'21	221.61	14.01	235.62
1378	E J Humphreys	Zoom Pro Jul'21	11.99	2.40	14.39
<i>Total for authorisation this meeting</i>			1,153.31	200.35	1,353.66

## To report replacement cheque necessary

1379	Andrew Evans Landscapes Ltd	Replacement cheque for payment inv. 1818 (1/7) stopped cheque 1361	919.72	183.94	1,103.66
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## To report items previously authorised

1380	E J Humphreys	Clerk net salary Jul'21	As employment contract 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 the M&G Investments Charibond quarterly statement for 1<sup>st</sup> Apr'21 to 30<sup>th</sup> Junr'21 as follows:

Fund	Number of shares	Share Price (p)	Value at 30/06/2021 (£)
Charibond	100	123.29	123.29

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	17,645.94
Less consolidated ring-fenced funds	0.00	6,095.30
Net balances available	1,000.00	11,550.64

## 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 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:

- U4778 Fir Court Drive, Churchstoke: pothole outside 21 Fir Court Drive
- North Walk, Churchstoke: tree roots hindering access along the right of way for wheelchair users
- C2009: at the entrance to Hyssington Farm barn conversions: a boundary hedge seems to have been moved to the edge of the highway, and visibility splay might be needed for safety reasons
- A489-A490 junction at Churchstoke Bridge: visibility for westbound traffic turning right from A489 onto A490 is obstructed by hedges and trees.

Action – Clerk to process

### RESOLVED

CCC asks its own budget panel to consider funding for signage at Belle Vue junction to recreation clubs (Bowling Club, Football club, Tennis Club).

Action – for Budget Panel in Oct-Nov  
& Clerk to enquire with Powys CC



**13.0 County Councillor & County Council Report:** to receive a report, for information, from the county councillor & to discuss general Powys CC/ Shropshire Council matters

a) Powys CC: County Cllr M J Jones reported as follows

- Nothing to report at this time.

b) Shropshire Council: no report.

**14.0 Correspondence**

14.1 One Voice Wales/ Society of Local Council Clerks: 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 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

14.2 General Correspondence for Circulation: 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 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) Clerk: Council is alerted to the Platinum Jubilee in 2021 and that it might like to consider marking the occasion.

15.2 Items for future agenda: to bring forward for information items for consideration for future agenda.

a) Cllr D N Yapp: reported an increased problem with dog fouling at the recreation field.

15.3 Date of next meeting for information: Ordinary Business Meeting Wed 25<sup>th</sup> Aug'21, 7.30pm (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.

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 Recreation: Allotments [confidential reason commercial quotations]: to receive and resolve on quotation for clearing and retarding growth of vacant plots (confidential paper 16.2 to follow if received from contractor).  
The Clerk reported that information has not yet been received from the ground contractor so the item is deferred until information is received.

- 16.3 Recreation: Notice Boards [confidential reason commercial quotations]: to receive a verbal recommendation from the Clerk that notice boards at Mellington, Snead and White Grit need repairs and to resolve on quotation for repair to budget value and remaining cost to be paid from reserves (confidential paper 16.3).  
Council received a verbal recommendation from the Clerk for notice boards repairs at Mellington, Snead and White Grit, along with contractor's quotation.

RESOLVED

*CCC commissions Mr S Hockly to undertake repairs to notice boards at Mellington £170, Snead £170, and White Grit £65.*

Action – Clerk to process

- 16.4 Recreation: Mole Control Contract for Recreation Field and Cemetery [confidential reason: commercial quotations]: to receive the Clerk's verbal recommendation that Council commissions a contract for mole control at the recreation field and cemetery as budgeted.  
The Clerk reminded Members of the current ad-hoc arrangements for mole control at the recreation field and cemetery, and recommended that Council takes a 12-month contract as budgeted for 2021-22.

RESOLVED

*CCC commissions Bullseye Pest Control for a 12-month mole control contract at the recreation field and cemetery at £200.*

Action – Clerk to process






















- 16.5 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 – 9.31pm.

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

-  01 - OVW - AUGUST 2021 Remote training sessions in Aug'21 - 280721.pdf
-  02a - OVW - New networking group to discuss Environmental issues - 230721.pdf
-  02b - OVW - Green Network.pdf
-  03a - OVW - FREE WEBINAR Local Places for Nature 2pm 22nd Jul'21 - 140721.pdf
-  03b - OVW - Webinar flyer Eng.pdf
-  04 - OVW - Local Places for Nature Breaking Barriers - 160721.pdf
-  05a - OVW - Agenda Montgomery AC meeting 19.7.21 inc AGM - 070721.pdf
-  05b - OVW - Minutes Maldwyn DRAFT 26 April 2021 - 070721.pdf
-  06 - OVW - Operation London Bridge - 070721.pdf
-  07 - OVW - RECRUITMENT ADDITIONAL TRAINING ASSOCIATES - 230721.pdf
-  08 - OVW - One Voice Wales' Innovative Practice Conference 22 Sep'21 - 150721.pdf
-  09 - OVW - Litter and dog fouling - 150721.pdf
-  10 - Powys CC - Covid Community Recovery Grant Update - 160721.pdf
-  11 - PAW - Planning for Communities Latest news & information - 210721.pdf
-  12a - WGov - Electoral Arrangements Review - Decision - 230721.pdf
-  12b - WGov - Minister Written statement Electoral Arrangements Decision 21 Jul'21 Eng - 230721.pdf
-  12c - WGov - Electoral Review - Decision Letter - Powys - (e).pdf
-  13 - WGov - Electoral Reform Newsletter JUNE 2021 - 010721.pdf
-  14a - WGov - New Year's Honours 2022 - Commission - 270721.pdf
-  14b - WGov - Commissioning letter - Queen's Birthday Honours 2022 (Eng) - 27 July 2021.pdf
-  14c - WGov - A5 Citation Guidance English v2.pdf
-  14d - WGov - Citation Form - English.pdf
-  15 - WGov - Vacancy All Wales Public Service Graduate Programme - 140721.pdf
-  16 - Audit Wales - Live Webinar PART 2 Your Town Your Future Regenerating Town Centres - 27072...
-  17 - NRW - UKFS review stakeholder information note consultation 29 Jun'21 - 020721.pdf
-  18 - SFG - Wales CSA Summer Gathering 17-18 Jul'21 - 127021.pdf

## Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - News from Russell George MS - 090721.pdf
-  02 - SpArC - SUMMER AT SpArC - 080721.pdf
-  03a - Powys CC - Press Release The Queen's Platinum Jubilee Central Weekend.pdf
-  03b - Powys CC - The Queen's Platinum Jubilee Beacons Guide.pdf
-  04a - Powys CC - Covid Community Recovery Grant Update - 150721.pdf
-  04b - Powys CC - Covid Community Recovery Grant Update - 230721.pdf
-  05a - Powys CC - Agenda 19.07.21 PCC and Town and Community Council Meeting - 150721.pdf
-  05b - Powys CC - Draft 15.04.21 T&CC Minutes.pdf
-  05c - Powys CC - Draft Appendix A PCC and TCCs Meeting Attendance list 15.04.21.pdf
-  06 - Powys CC - Woodland Investment Grant for information - 150721.pdf
-  07 - DP Police via Powys CC - Get Help Stay Safe Leaflet - 030721.pdf
-  08 - PAVO - Welshpool Montgomery & Llanfair Caereinion Area Network mtg Aug'21 - 150721.pdf
-  09a - PTHB - Annual General Meeting 28 Jul'21 - 050721.pdf
-  09b - PTHB - COVID-19 Vaccination First Dose Drop-in Appointments in Powys - 190721.pdf
-  10a - Powys CHC - Young Person's Mental Health Survey - 010721.pdf
-  10b - Powys CHC - Young Person's Mental Health Survey Poster Eng.pdf
-  11a - Powys CHC - Executive Committee Agenda 13.07.21 - 080721.pdf
-  11b - Powys CHC - Agenda SPC 20.07.21 - 150721.pdf
-  12a - Play Wales - Get the latest information from July's e-bulletin - 010721.pdf
-  12b - Play Wales - Play Wales 2021 publications - 060721.pdf
-  12c - Play Wales - Resources to support Playday - 230721.pdf