



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

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

Clerc i'r Cyngor | Clerk to the Council: E J Humphreys MA Oxf, CiLCA, FSLCC

**MINUTES of FULL COUNCIL ORDINARY BUSINESS MEETING
on Wednesday 28th August 2019, 7.30pm
at Churchstoke Community Hall**

the meeting in August being planning, finance and urgent matters only.

1.0 Attendance, Apologies for Absence, Dispensations, and Declarations of

Members' Interests: to record attendance, to receive and resolve if desired on apologies for absence, 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 (papers 1a-b previously circulated).

Attendance: Cllr D L Powell (Chairman), Cllr G Frost, Cllr G Jameson, Cllr J Jones, Cllr M J Jones, Cllr R K McLintock, Cllr A Richards. Cllr B L Smith (Vice-Chairman), Cllr C P Smith, Cllr J N Wakelam, Cllr D N Yapp.

Apologies for absence approved by Council: None.

Other apologies for absence reported to the meeting: None.

Other Members not present: None.

In attendance: E J Humphreys (Clerk to the Council).

Declarations of Members' Interests: Members declared personal/ prejudicial interests at the start/ during the meeting as follows:

Agenda Number	Item	Councillor	Nature of Declaration
5.2.1 5.2.2	Planning Policy Consultations	M J Jones	Personal and prejudicial interest as a member of Powys CC Local Development Plan Working Group
5.6	Planning Applications	M J Jones	Personal and prejudicial interest as a member of Powys CC Planning Committee
9.2.1	Recreation Field Fencing	D L Powell	Personal and prejudicial interest as family member of person tendering

2.0 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 to the Council no later than 15 minutes prior to the start of the meeting.
None.

3.0 Minutes of Previous Meetings: to approve & sign the minutes as a correct record:

- 3.1 Green Grants Committee, comprised of all councillors, 24th July 2019 at Churchstoke Community Hall (paper 3.1 previously circulated).
The minutes of the Green Grants Committee, comprised of all councillors, 24th July 2019 at Churchstoke Community Hall were reviewed.

RESOLVED:

The minutes of the Green Grants Committee, comprised of all councillors, 24th July 2019 at Churchstoke Community Hall are approved and signed as a correct record, with typographical errors corrected.

- 3.2 Council Ordinary Business Meeting 24th July 2019 at Churchstoke Community Hall (paper 3.2 previously circulated).
The minutes of the Council Ordinary Business Meeting 24th July 2019 at Churchstoke Community Hall were reviewed.

RESOLVED:

The minutes of the Council Ordinary Business Meeting 24th July 2019 at Churchstoke Community Hall are approved and signed as a correct record, with typographical errors corrected.

Cllr J Jones joined the meeting at this point.
Cllr A Richards joined the meeting at this point.

4.0 Matters Arising from Minutes for Information: to report matters arising for information from the minutes:

- 4.1 Green Grants Committee, comprised of all councillors, 24th July 2019 at Churchstoke Community Hall
None.
- 4.2 Council Ordinary Business Meeting 24th July 2019 at Churchstoke Community Hall.
- 4.2.1 (5.1.1b) 19/0519/FUL at Corndon Manor hearing at Planning, Taxi Licensing and Rights of Way Committee on 1st August.
Cllr G Frost reported on attendance at the committee to present CCC's objection in person, but that the application was approved.

The Chairman thanked Cllr G Frost for attending on behalf of the council.

5.0 Planning

5.1 Planning Specific Correspondence:

5.1.1 Planning Aid Wales

- a) News & Training Opportunities: to receive for information and to resolve, if desired attendance at the training (papers 5.1.1a 1-2 previously circulated).
Council received Planning4Communities Jul'19 newsletter & details of training opportunities. Noted.

- b) National Development Framework (NDF): to receive for information (paper 5.1.1b previously circulated).
Council received an introduction to the NDF through 17 questions and answers prepared by Planning Aid Wales. Noted.

5.1.2 Other Planning Specific Correspondence: to receive and circulate for information such correspondence as will be brought to the attention of the council by the Clerk.

- a) Planning Officers Society for Wales: to receive for information, the results of its survey of local council clerks (papers 5.1.2a-b previously circulated).
Council received the results of the Planning Officers Society for Wales survey of local council clerks regarding planning services in Wales.
Noted.

5.2 Planning Policy Consultations:

Declarations of Members' Interests:

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

5.2.1 Powys CC: Local Development Plan (LDP) Supplementary Planning Guidance (SPG): to receive, and resolve a response if desired, a consultation closing 20th Sep'19 on draft LDP SPG (Residential Design Guide and Conservation Areas) (papers 5.2.1a-e previously circulated, and at <https://en.powys.gov.uk/article/4907/LDP-Supplementary-Planning-Guidance-SPG>).

The Chairman referred Members to the consultation documents and reminded Members that there is a conservation area and ancient monuments within the community. The Clerk informed Members that a request for extended deadline has been made and granted until end of Sep'19.

RESOLVED

CCC does not wish to respond to the consultation.

5.2.2 Welsh Government: National Development Framework (NDF): to receive a consultation (closing 1st Nov'19) on draft NDF and to resolve a working party to recommend a response for the October Council (papers 5.2.2a-e previously circulated, and at <https://gov.wales/draft-national-development-framework>).

The Chairman referred Members to the consultation documents. The Clerk reminded Members that nearby Newtown has been identified as a Regional Centre and therefore a focus for managed growth, reflecting its important sub-regional functions as a commercial and public service base and focal point in the areas. The Clerk recommended that if CCC wished to make a response, to establish a working group to bring forward recommendations to the Oct'19 meeting.

RESOLVED

CCC does not wish to respond to the consultation.

5.3 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in the community council area (paper 5.3 previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
19/0318/FUL	Meadow Place, Weston Road	Approve

5.4 Planning Inspectorate Appeals: Notice(s) of Appeal: to receive & resolve responses to Notices of Planning Appeal including but not limited to those listed below. Later Notices may be considered at the discretion of the Chair:

Ref.	Appellant	Site	Description
None.			

5.5 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.				

5.6 Planning Applications: 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:

Declarations of Members' Interests:

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

Council considered planning application consultations as below.

RESOLVED:

Council responds to consultations by Powys CC on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
19/1198/OUT	Mr C Jones, Moorlands, Weston Road, White Grit	Land Adjacent to Tregarne, Weston Road, White Grit	Erection of an affordable dwelling, creation of vehicular access (some matters reserved)	S

Action – Clerk to process

5.7 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.				

5.8 Planning Enforcement:

5.8.1 From Powys CC to CCC: to report for information, planning enforcement matters within the community (paper 5.8.1 previously circulated). Council received an acknowledgement from Powys CC Head of Planning Services in response to CCC's chase of outstanding enforcement matters, stating that he will ask that CCC is provided with an update on all the outstanding enforcement cases as a matter of urgency, and will investigate why it is taking so long to process the enforcement complaints within the community council area. Noted.

5.8.2 From CCC to Powys CC: to report for information, planning enforcement matters within the community.

Ref./ Site	Description
None.	

6.0 Finance

6.1 Finance Specific Correspondence:

6.1.1 Wales Audit Office:

- a) Good Practice Exchange (GPX): to receive, and resolve if desired, attendance at GPX Programme 2019-20 events & webinars (papers 6.1.1a 1-2 previously circulated). Council received the GPX Programme. Noted.
- b) Good Practice Exchange (GPX): to receive, and resolve if desired, attendance at GPX Future-proofing Public Services webinar 4 Sep'19 (papers 6.1.1b 1-2) previously circulated). Council received the notice of the GPX Future-proofing Public Services webinar 4th Sep'19. The Clerk reported that he is attending via another council. Noted.

6.1.2 OVV SLCC: New Governance & Accountability a Practitioner's Guide Wales 2019: to note the publication of the new Practitioner's Guide Wales 2019 for the attention of the Council and Clerk (paper 6.1.2 previously circulated). Council received notice and copy of the new edition of Governance & Accountability a Practitioner's Guide Wales. Noted.

6.1.3 OVV: Revised Model Financial Regulations: to note the publication of the Revised Model Financial Regulations for the attention of the Council and Clerk (paper 6.1.3 previously circulated). Council received notice and copy of the Revised Model Financial Regulations. Noted.

6.2 Financial Year 2018-19: to resolve to receive external audit report and opinion, if available, for conclusion of audit (paper 6.2 if available from the external auditor). Council received and considered the certified Annual Return and Notice of Conclusion of Audit for financial year 2018-2019, indicating that CCC has received an unqualified audit (i.e. is in accordance with proper practice) and that no other matters or recommendations were raised for the attention of Council.

RESOLVED:

CCC receives and considers the certified Annual Return for the Financial Year 2018-2019, and publishes the Notice of Conclusion of Audit.

Action – Clerk to process

The Chairman thanked the Clerk for the diligent work taking the accounts and governance through to a successful conclusion of external audit.

6.3 Banking Arrangements: for reasons efficiency (ref. financial regulation 5.1) to resolve the Council will operate online banking for balance enquiry and internal transfer purposes.

The Clerk reported that the Council's bank had ceased to provide in branch ad-hoc up-to-date transaction statements in favour of on-line banking and recommended that Council adopts on-line banking for the Clerk for balance/ transactions enquiries and for internal transfers.

RESOLVED:

CCC agrees to set up online banking arrangements for the Clerk, for balance/ transaction enquiries and for internal transfers.

Action – Clerk to process

6.4 Items Received Since Last Meeting: to report.

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

Payer	Description	£
F Griffiths	Allotment rent Mar'19-Feb'20-(plots 12 & 14)	55.68
L & S Bennett	Allotment rent Mar'19-Feb'20 (plot 7)	30.00
ME & A Hughes	Cemetery memorial fee (plot 123)	190.00
NatWest Bank	Gross interest Jul'19	6.48
Total		282.16

6.5 Items for Payment: to resolve to approve items for payment as follows:

The Clerk referred Members to the items listed for payment.

RESOLVED:

CCC authorises payments as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1222	Churchstoke Bowling Club	Green Grant 2019	250.00	0.00	250.00
1223	Hyssington Village Institute	Green Grant 2019	250.00	0.00	250.00
1224	Churchstoke Rainbows	Green Grant 2019	250.00	0.00	250.00
1225	Churchstoke Brownies	Green Grant 2019	250.00	0.00	250.00
1226	G Frost	Travel to PCC Planning Cttee	35.10	0.00	35.10
1227	E J Humphreys	Training Cert HE instalment #2	101.51	0.00	101.51
1228	E J Humphreys	Cemetery refuse sacks	105.30	0.00	105.30
1229	Andrew Evans Landscapes Ltd	Grounds maint 2019-20 – inst #1 of 2 (inv 1446)	1,819.00	363.80	2,182.80

1230	HAGS-SMP Ltd	Playground maintenance parts	22.50	4.50	27.00
Sub-total for payment this meeting			3,083.41	368.30	3,451.71
1231	E J Humphreys	Clerk net salary Aug'19	As employment contract		

Action – Clerk to process

6.6 Financial Balances: Consolidated Bank Balances: to report consolidated balances to date after sweep, 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	31,096.22
Less consolidated ring-fenced funds	0.00	9,236.43
Net balances available	1,000.00	21,859.79

7.0 Urgent Matters Which Require Attention Before the September Meeting

7.1 Consultations

7.1.1 Powys CC: Payphone Removal Consultation 2019: to receive and resolve if desired, a consultation (closing 23rd Sep'19) on BT proposals to remove payphone and kiosks at Old Churchstoke (papers 7.1.1 a-b previously circulated).

The Chairman referred Members to the consultation documents and reminded Members that the BT proposal is to remove the payphone & kiosk at Old Churchstoke (from which no call have been made in the last 12 months). The Clerk informed Members that a request for extended deadline has been made and granted until 23rd Sep'19.

RESOLVED

CCC has no objection to the removal, for reason of lack of calls made, of the payphone kiosk at Old Churchstoke.

Action – Clerk to process

7.1.2 Powys CC: North Powys Wellbeing Survey: to receive and resolve if desired, a consultation survey (closing 15th Sep'19) on what matters most to the people of north Powys when it comes to looking after their health and wellbeing (papers 7.1.2 a-b previously circulated).

The Chairman referred Members to the consultation documents. Members noted the nature of questions being more suitable for responses by individuals rather than organisations. The Clerk advised that Members may also respond individually.

RESOLVED

CCC does not wish to respond to the consultation but will publicise the consultation on the CCC website.

Action – Clerk to process

7.2 Recreation

7.2.1 Churchstoke Recreation Association & the Community Hall: to receive a verbal report from councillors and correspondence from local organisations regarding lack of cleanliness at the playground and in/around the community hall respectively, and to resolve action

accordingly (Cllr G Jameson & Cllr C P Smith and papers 7.2.1a-d previously circulated).

Council received joint correspondence from three local organisations regarding lack of cleanliness in and around the community hall, and Cllr G Jameson & Cllr C P Smith reported on litter cast around full bins in the playground. The Clerk reminded Members that the community hall is managed by the Churchstoke Recreation Association (CRA) and CCC has a contract with the CRA to empty playground litter bins weekly.

RESOLVED

CCC expresses dismay at

- a) *lack of cleanliness in and around the Churchstoke Community Hall which has been brought to attention by local organisations*
 - b) *litter cast around full bins in the playground*
- and writes to the Churchstoke Recreation Association to request immediate improvement in the cleanliness of the hall and that bins are emptied weekly as per contract between CCC and CRA.*

Action – Clerk to process

7.2.2 Churchstoke Fingerpost: to receive a verbal update report from the Clerk for information.

The Clerk reported on permissions having been sought from Powys CC highways and planning services (awaiting replies), and that in order for quotes and then grants to be obtained CCC needs to agree the specification for restoration.

RESOLVED

CCC agrees a draft specification of directions for the fingerpost to display

- *Welshpool, Newtown*
- *Snead, Craven Arms*
- *Mellington, The Cann*

and seeks historic information from the public through Members' local enquiries, and to post the draft specification of directions to the website.

Action – Members to enquire
& Clerk to process

7.3 OVW / SLCC Correspondence: to receive, and resolve if desired items, correspondence from/via OVW/SLCC

7.3.1 OVW: Training Opportunities: to receive, and resolve attendance if desired, details of councillor training opportunities in mid & north Wales (papers 7.3.1a-d previously circulated).

Council received details of councillor training opportunities in mid & north Wales to Dec'19. Noted.

7.3.2 OVW SLCC: New Governance & Accountability a Practitioner's Guide Wales 2019: to note the publication of the new Practitioner's Guide Wales 2019 for the attention of the Clerk (paper 7.3.2 previously circulated).

The Clerk reported that this has already been dealt with at item 6.1.2, so no further attention on the matter would be required.

7.4 General Correspondence: to receive, and/or resolve if desired, items of general correspondence

7.4.1 Powys Public Service Board (PSB): Invitation to Engagement with Town & Community Councils: to receive invitation, and resolve if desired, on attendance at the event Thu 19th Sep'19, 14:00-16:00 at Llandrindod Wells (paper 7.4.1a-b previously circulated).

Council received an invitation for a representative to attend the first PSB community & town council engagement event. The Clerk reminded Members of the statutory framework under the Wellbeing of Future Generations (Wales) Act 2015 which established the PSB, and of the lack of sector representation on the Board. The Clerk recommended attendance and reported that one place has been reserved for the council.

RESOLVED

CCC does not wish to send a representative to the Powys PSB meeting Thu 19th Sep'19.

Action – Clerk to process

7.4.2 Powys CC: Rights of Way Safety Report: to endorse the Clerk's decision to report a safety hazard on the footbridge across the River Camlad from Alport to The Rock being in a condition likely to be dangerous to the public, and to receive the Powys CC reply (paper 7.4.2a-b previously circulated).

The Clerk reported the Clerk's urgent safety report to Powys CCC regarding the footbridge, and the county council reply that the matter has been passed to highways services.

RESOLVED

CCC endorses the Clerk's urgent report of the footbridge across the River Camlad from Alport to The Rock, being in a condition likely to be dangerous to the public.

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

8.1 Chairman's Announcements: to receive announcements from Chairman and Members for information.

None.

8.2 Items for Future Agenda: to bring forward items for consideration for future agenda.

None.

8.3 Next meeting: Full Council Ordinary Business Meeting Tue 24th Sep'19, 7.30pm, at Hyssington.

9.0 Confidential Session

9.1 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.

9.2 Recreation

- 9.2.1 Recreation Field Fencing [confidential reason: Commercial Tenders]: to receive, and to resolve tender(s) for a Scheme of Fencing Work (confidential paper 9.2.1a-b previously circulated).

Declarations of Members' Interests:

- Cllr D L Powell declared a personal and prejudicial interest and left the meeting for this item.

Council received one tender for the scheme of fencing work at the Churchstoke Recreation Field.

RESOLVED

CCC awards the contract for the Scheme of Fencing at Churchstoke Recreation Field to Mr Dan Powell to the value of £7,600 and increases the scheme budget from £6,110 by virement from reserves of £1,490.

Action – Clerk to process

- 9.3 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 – 8.58pm.