



**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 Tuesday 28th September 2021 at 7.30pm
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).

The Chairman welcomed councillors and guest to the meeting and reminded Members of the remote meeting etiquette.

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

Other Members absent: Cllr A Richards.

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
7.5	Planning Applications	M J Jones	Personal & prejudicial interest as a member of Powys CC Planning, Taxi Licensing & Rights of Way Committee

- 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 Green Grants 2021: to present the Green Grants 2021.

The Chairman welcomed representatives of grant recipient organisations to the meeting, remarked on the local success of the green grants scheme and highlighted the numbers of grants and organisations assisted over 19 years. The Chairman also remarked on the declining returns from the recycling bring-site which is reducing the funds available for the scheme, urging as many people as possible to use the recycling site.

Grants were presented as follows:

Organisation	Award	Purpose
Churchstoke Bowling Club	£250	top dressing for the green
Friends of the Green and Horsewell	£250	a bench for the Green
Hyssington Village Institute	£250	towards a remote-control drop-down projection screen, fixings & installation
Total	£750	

Recipient organisations thanked the Council for the 2021 grants.

5.0 Electoral Matters

- 5.1 Hyssington Ward: further to the Declaration of Vacancy dated 4th Jul'21 and Notice of Intent to Co-Opt 8th Aug'21, to receive expressions of interest and to co-opt to the vacancy in the office of community councillor for Hyssington Ward. The Chairman reminded Members of the vacancy in Hyssington Ward and of publication of intent to co-opt. The Clerk reported no expressions of interest have been received.

Action – Members to seek

- 5.2 Churchstoke Ward: further to the Declaration of Vacancy dated 31st Aug'21, to receive information from the elections office whether an election has been called and on the next steps to fill the vacancy in the office of community councillor for Churchstoke ward.
Council received information from the elections office that no election has been called by electors and the council is now required to co-opt. The Clerk reported that notice of intent to co-opt has been published to the website and issued to councillors for notice boards.

Action – Members to seek

6.0 Minutes of Previous Meetings

- 6.1 To approve & sign the minutes as a correct record of the remote Ordinary Business Meeting 25th August 2021 (paper 6.1 previously circulated).
The minutes of the remote Ordinary Business Meeting 25th August 2021 were reviewed.

RESOLVED

The minutes of the remote Ordinary Business Meeting 25th August 2021 are approved and signed as a correct record with one typographical correction.

- 6.2 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 25th August 2021.
None.

7.0 Planning & Building Control

7.1 Planning & Building Control General Correspondence:

7.1.1 Planning Aid Wales: to receive details of training opportunities and to resolve if desired on attendance (paper 7.1.1 previously circulated).
Council received details of training opportunities.

7.1.2 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
20/2079/OUT	Lynwood, Churchstoke	Approve
21/0980/RES	Land adj Hollydene, Hall Bank	Consent

- 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:

Declarations of Members' Interests:

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

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 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>
21/1530/FUL	M D Squires, Pleasant View, Pentre, Churchstoke	Pleasant View, Pentre, Churchstoke	Retrospective application for dog kennels and dog grooming parlour and improvements to existing access	O*
21/1645/HH	Mrs Emma Pearson, Greenacres, Old Churchstoke	The Hollies, Old Churchstoke	Demolition of existing dwelling side extension and replacement with new two storey extension; and demolition of existing garage and replacement with new detached garage and storage space	S*

**21/1530/FUL: CCC objects to the application on grounds of:*

- a) *Environmental noise and pollution has not, in its view, been sufficiently addressed*
- b) *Arrangements for safe access to and from the highways seems, in its view, to be inadequate.*

**21/1645/HH: CCC supports the application with the comment that it does not want to see the footprint of the extension outweigh the footprint of the existing structure.*

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.

<i>Ref.</i>	<i>Applicant</i>	<i>Site</i>	<i>Description</i>	<i>rec.</i>
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, including the following).

Council received

- a) Powys CC: Planning Enforcement OPDE/21/0216 at Moonlight Barns (paper 7.7.1a previously circulated).
Council received a reply to its report (Jul'21), stating a site visit was undertaken where it was identified that a large annexe and

garage had been sited within the grounds of 2 Moonlight Barn, Snead, Montgomery, confirming that both buildings had been granted planning permission within the last 8 years and built in accordance with the approved plans, and therefore concluding that no breach of planning control has occurred.

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. None.

8.0 Reports from Representatives to Outside Bodies

8.1 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:

- information from the Powys CC Registration Authority that additional information provided by FOTGAH was sent to the legal service in April but as yet it has received no response, and further statutory declarations may be required
- removal of a dead Elm tree has opened up the visual amenity on the Green
- thanked Cllr J Boundy for removal and renovation of the bench on the Green.

8.2 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:

- Resignation of the treasurer and search for replacement
- Awaiting confirmation that internet and wi-fi is installed and functioning
- Despite recent changes in membership, the overall direction and improvements in the building, and within CRA itself, bodes well.

8.3 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 continued delay in Schools Service decision on potential closure. County Cllr M J Jones added that senior Schools Service staff do not indicate a decision date.

9.0 Recreation

9.1 Recreation Field and Playground: Dog Fouling: to receive a verbal report from Cllr D N Yapp and to resolve, if desired, on appropriate action to deal with dog fouling (Cllr D N Yapp).

Cllr D N Yapp reported no reoccurrence of bagged dog-waste being discarded on and around the spectator stand, though there is some evidence of unbagged waste on the playing area.

The Clerk reported that dogs are currently permitted in the playground and reported correspondence from the Churchstoke Recreation Association indicating that dog waste is occasionally deposited in playground bins.

RESOLVED

CCC commissions additional 'no dog fouling' signage for the recreation field and playground bins, and 'no dogs other than assistance dogs' signage for the playground.

Actin – Clerk to process

- 9.2 Recreation Field & Playground: Trees & Hedge boundary with Fir Court Drive: to receive a verbal report from Cllr J N Wakelam and the Clerk and to resolve, if desired, on appropriate action to deal with overhanging trees and hedgerow (Cllr J N Wakelam & the Clerk).

Cllr J N Wakelam reported enquiries regarding the hedge and trees on the border with Fir Court Drive. The Clerk reported overhanging trees at the playground, low hanging branches hindering access to the allotments, and the budget set aside for tree maintenance.

RESOLVED

CCC will liaise with the grounds maintenance contractor for hedge cutting on both sides, and seeks quotations for tree works for October meeting.

Action – Clerk to process
& for October meeting

10.0 Consultations

- 10.1 Boundary Commission for Wales: 2023 Parliamentary Review Initial Proposals: to receive the consultation on parliamentary constituency boundaries, closing 3rd Nov'21, and to resolve whether to respond, and if so to elect a working party to bring forward recommendations to the October meeting (papers 10.1a-g previously circulated).

The Chairman referred Member to the consultation.

RESOLVED:

CCC does not wish to respond to the consultation

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 Financial Year 2020-21: to resolve to receive external audit report and opinion, if available, for conclusion of audit (paper 11.2 to follow if received from external auditor).

The Clerk reported correspondence from Audit Wales stating that audit reports in Wales are delayed, and that if not received by 30th Sep'21 the council must publish the statutory notice and unaudited annual return.

Action – Clerk to process

- 11.3 Green Grants Scheme: in view of the declining funds derived from the recycling proceeds on which the Scheme depends, to receive and resolve the Clerk's report and recommendations on the future of the Scheme and

consequently the Adopt-a-Site arrangements at the recycling site (paper 11.3 previously circulated).

The Chairman referred Members to the Clerk's report and recommendations on the future of the Scheme and the Adopt-a-Site arrangements at the recycling site.

RESOLVED

CCC

- a) notes the Clerk's report and options
- b) asks the budget panel to include a 'Community Fund' scheme for 2022 onwards in its work for draft 2022-21 budget funded from precept will review the effects during budget preparation in Nov, Dec, Jan
- c) will reconsider and determine the matter as part of the budget decision in January.

11.4 Items Received Since Last Meeting: to report for information.

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

Payer	Description	£
D Nottingham	Allotment rent plot 6	30.00
NatWest Bank	Gross interest Aug'21	0.15
M&G Investments	Charibond dividend May-Jul'21	0.55
Powys CC	Precept 2021-22 inst 2	8,445.00
W J Morris & Son	Cemetery ashes interment fee plot 182	190.00
Total		8,665.70

11.5 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
1393	Gloversure Ltd	Email support inv 19975	4.75	0.95	5.70
1394	Andrew Evans Landscapes Ltd	Grounds maint Aug'21 inv 1919 (5/7)	919.71	183.94	1,103.65
1395	S Hockley	Repairs to notice boards inv 57	405.00	0.00	405.00
1396	Gloversure Ltd	Hosting website & email inv 20064	179.00	35.80	214.80
1397	E J Humphreys	Zoom Pro Sep'21	11.99	2.40	14.39
1398	HM Revenue & Customs	PAYE Q2 Jul-Sep'21	60.00	0.00	60.000
<i>Total for authorisation this meeting</i>			<i>1,580.45</i>	<i>223.09</i>	<i>1,803.54</i>

To report items previously authorised

1399	E J Humphreys	Clerk net salary Sep'21	<i>As employment contract</i>		
Action – Clerk to process					

11.6 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	14,886.49
Less consolidated ring-fenced funds	0.00	6,871.42
Net balances available	1,000.00	8,015.07

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 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:

- a) *A489 Churchstoke Bridge: damage from vehicle*
- b) *C2009 between Park House and Llanerch Farm on the bend in road: very large pothole on Llanerch Farm side*
- c) *A489 adj Old School House: overhanging hedge obstructing the pedestrian footway.*

Action – Clerk to process

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
 - The county council has returned to emergency business continuity operations in August following a rise in Covid rate to one of the highest in Wales

14.0 Correspondence

14.1 One Voice Wales: Training October 2021: to receive the October schedule and to resolve if desired on attendance as approved duty (paper 14.1 previously circulated).

Council received details of remote training for Oct'21. The Clerk asked Members to inform him if they wished to attend.

Action – Members to notify
& Clerk to process

14.2 One Voice Wales/ Society of Local Council Clerks for Circulation: 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

- 14.3 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: reported that the budget panel is due to meet in October to prepare a first draft budget for 2022-23.
- 15.2 Items for future agenda: to bring forward for information items for consideration for future agenda.
None.
- 15.3 Date of next meeting for information: Ordinary Business Meeting Tue 26th Oct'21, 7.30pm.

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 second quotation for clearing and retarding growth of vacant plots (confidential paper 16.2 previously circulated).

The Clerk reminded Council of its decision in principle (Jun'21), for a contract for maintenance of vacant plots, and of a previous quotation. Council received a second quotation.

RESOLVED:

CCC declines the quotes on grounds of cost and offers free allotments for 2022-23 to existing allotments holders and to the public who clear a vacant plot.

Action – Clerk to process

- 16.3 Reports from Representatives to Outside Bodies: Churchstoke Recreation Association (CRA) [confidential reason personnel matters]: to receive a verbal

update report, and resolve if desired, from CCC's representative to the CRA (Cllr C P Smith).

None.































- 16.4 Confidential Correspondence [confidential reason: data protection of individuals]: to receive, and resolve if desired, such other business or correspondence of a confidential nature as will be brought to the attention of the council by the Clerk.

None.

Meeting ended – 9.12pm.

DRAFT

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

-  01 - OVW - Remote training sessions Sep-Oct'21 - 220921.pdf
-  02 - OVW - Agenda Innovative Practice Conference 2021.pdf
-  03a - WGov - Electoral Reform Newsletter August 2021 - 310821.pdf
-  03b - WGov - August 2021.pdf
-  04 - WGov - Improving health services in your area CommunityHealth Councils - 310821.pdf
-  04a - WGov - Building More Low Carbon Homes FREE for Welsh Public Sector - 010921.pdf
-  04b - WGov - 43366_English_WEB.pdf
-  05a - WGov - Welsh Public Sector Asbestos Management Assurance Process (WAMAP) Questionnaire - 010921.pdf
-  05b - WGov - Asbestos Questionnaire covering letter - final (vA71134550).pdf
-  05c - WGov - Asbestos questionnaire - final.pdf
-  06 - WGov - Shaping Wales' Future Using national milestones & indicators to measure Nation's progress - 010921.pdf
-  07a - WGov - Important update changes to (E-PIMS) system - 030921.pdf
-  07b - WGov - 2021-08-17 - InSite - Departmental Engagement FAQs_.pdf
-  07c - WGov - 2021-06-16 42873 News Update e-PIMS_WEB.pdf
-  08a - NRW - Farmer & Landowner survey - Our Living Trails - 270921.pdf
-  08b - NRW - Welcoming public to countryside & coast survey - 220921.pdf
-  08c - NRW - Our Living Trails - Newsletter 1 - 310821.pdf
-  08d - WBP co NRW - Delivering Well-being with Donut Economics - 260821.pdf
-  09 - PSOW - Consultation Proposed Guidance Principles Good Admin & Records Mgmt - 220921.pdf
-  10a - DP Police - Facebook Marketplace Increase in scams - 210921.pdf
-  10b - DP Police - Beware of Facebook Marketplace scams - E.pdf
-  11a - KWT - Time is running out for starter packs - 210921.pdf
-  11b - KWT - Starter Packages.pdf
-  12 - OPCW - Newsletter September 2021 - 130921.pdf
-  13a - OPCW - Information Highlights September - 090921.pdf
-  13b - OPCW - SURE Webinars.pdf
-  14 - WGov - Wales Remembers final publication - 310821.pdf
-  15 - WGov - SAVE THE DATE 03-11-21 Welsh Government Tax Conference - 090921.pdf
-  16 - TNL - Together for our Planet The National Lottery Community Fund - 270921.pdf
-  17 - Pageantmaster - THE QUEEN'S PLATINUM JUBILEE BEACONS - 2ND JUNE 2022 - 310821.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - News from Russell George MS - 100921.pdf
-  02 - Citizens Advice Powys - How we are helping people across Powys - 270921.pdf
-  03a - Powys CC - Welsh in Education Strategic Plan (WESP) - 240921.pdf
-  03b - Powys CC - Draft Welsh in Education Strategic Plan 2022-32 - webpage 240921.pdf
-  03c - Powys CC - WESP Consultation Document.pdf
-  03d - Powys CC - WESP2022-2032Survey.pdf
-  04a - MWWFRS - Calon Tan Autumn 2021 - 160921.pdf
-  04b - MWWFRS - Chief Fire Officer announces retirement - 200921.pdf
-  05a - PAVO - Welshpool Montgomery & Llanfair Network mtg notes 17-08-2021 - 200921.pdf
-  05b - PAVO - Social Value Forum Development Fund Round 2 - 300821.pdf
-  05c - PAVO - Social Value Forum Development Fund Round 2 webpage.pdf
-  05d - PAVO - Powys Volunteer Of the Year 2021 - 010921.pdf
-  06 - KWT - Caru Cymru Presentation_T&CC_sept21 - 160921.pdf
-  07 - Powys CHC - Newsletter Issue 6 - 130921.pdf
-  08a - Powys CHC - Notice of Powys CHC Executive Meeting 14 Sep'21 - 090921.pdf
-  08b - Powys CHC - AGENDA EXEC 14.09.21.pdf
-  09a - Powys CHC - Notice of Powys CHC Full Council Meeting 7 Sep'21 - 310821.pdf
-  09b - Powys CHC - Agenda Full Council 07.09.21.pdf
-  10a - Powys CHC - British Red Cross Hospital Discharge Survey - 130921.pdf
-  10b - Powys CHC - Online survey - Bilingual.pdf
-  10c - Powys CHC - BRC Hospital Discharge_Survey Final.pdf
-  11 - PACE - Climate and Ecological Emergency Bill - 260821.pdf
-  12a - Home-Start Wales - Why Do I campaign - Could you support us - 310821.pdf
-  12b - Home-Start Wales - ENG Stakeholder Toolkit - WhyDoI.pdf
-  12c - Home-Start Wales - Briefing - Why Do I campaign - 070921.pdf
-  12d - Home-Start Wales -ENG Stakeholder Toolkit - WhyDoI.pdf
-  13 - Repair Cafe Wales - Would you like a Repair Cafe in your community - 010921.pdf
-  14a - Play Wales - Celebrating Adult Learners Week - 200921.pdf
-  14b - Play Wales - Take a look at Sep e-bulletin for latest information - 010921.pdf
-  14c - Play Wales - Focus on play supporting the right to play in schools - 060921.pdf
-  14d - Play Wales - Have your say about the play workforce in Wales - 130921.pdf