



**CYNGOR CYMUNED YR YSTOG  
CHURCHSTOKE COMMUNITY COUNCIL**

E J Humphreys MA Oxf, FdA Community Governance, FSLCC  
Clerc i'r Cyngor | Clerk to the Council

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

**MINUTES of COUNCIL ORDINARY BUSINESS MEETING  
on Thursday 28<sup>th</sup> September 2023 at 7.30pm**  
at Hyssington Village Hall and remotely on Zoom-Pro platform.

**1.0 Welcome, Attendance, Apologies for Absence and Remote Meeting**

**Etiquette:** to record attendance, to receive and resolve if desired on apologies for absence, and to remind attendees to show civility and respect to all throughout the meeting in line with the obligations of the Code of Conduct.

Attendance at the hall: Cllr M J Jones (Chair), Cllr J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith, Cllr C P Smith, Cllr J N Wakelam, Cllr M A Whittall, Cllr D N Yapp.

Attendance online: None.

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

Apologies for absence approved by Council: None

Apologies for absence received: Cllr D Bebb.

Other Members Absent: None.

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

**2.0 Declarations of Members' Interests and Dispensations:** to receive declarations of interest from Members in accordance with Part III of the Local Government Act 2000, which established the Local Government Code of Conduct for Members, and to note Members' dispensations. Members are asked to submit any declaration forms to the Clerk (papers 2a-b previously circulated).

Members declared personal/ prejudicial interests at the start/ during the meeting as follows:

Agenda Number	Item	Councillor	Nature of Declaration
7.5.2	Planning Applications	A Richards	Personal and prejudicial interest in application 23/1372/RES having working interest with applicant

**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. The Chairman welcomed members of the public who addressed Council regarding planning application 23/1372/FUL, highlighting their opinions and reasons for opposing the application.

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

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- 4.0 Electoral Matters:** Co-Option to vacancies: Hyssington ward: to receive expression(s) of interest, if any, and to resolve to co-opt to vacancies. The Chair reminded Council of the vacancies remaining after the elections 5<sup>th</sup> May'22 and the Council's Notices of Co-Option. The Clerk reported no further expressions of interest have been received.

**5.0 Minutes of Previous Meetings**

- 5.1 To approve & sign the minutes as a correct record of the Community Grants Committee Meeting 31<sup>st</sup> August 2023 (paper 5.1 previously circulated). The minutes of the Community Grants Committee Meeting 31<sup>st</sup> August 2023 were reviewed.

RESOLVED

*The minutes of the Community Grants Committee Meeting 31<sup>st</sup> August 2023 are approved and signed as a correct record.*

- 5.2 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 31<sup>st</sup> August 2023 (paper 5.2 previously circulated). The minutes of the Ordinary Business Meeting 31<sup>st</sup> August 2023 were reviewed.

RESOLVED

*The minutes of the Ordinary Business Meeting 31<sup>st</sup> August 2023 are approved and signed as a correct record.*

- 5.3 To report, for information purposes only, matters arising from the minutes of the Community Grants Committee Meeting 31<sup>st</sup> August 2023.  
None.
- 5.4 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 31<sup>st</sup> August 2023.  
None.

- 6.0 County Councillor & County Council Report:** to welcome the local county councillor and to receive updates and exchange information on county council matters (paper 6 previously circulated). In the absence of Cty Cllr D Bebb, the Chair referred Council to the written report.

## 7.0 Planning & Building Control

### 7.1 Planning & Building Control General Correspondence:

- 7.1.1 Planning Aid Wales: to receive latest planning news and training opportunities (paper 7.1.1 previously circulated).  
Council received details of training opportunities and latest news from Planning Aid Wales. The Clerk invited Members to let him know if any wished to attend the training events.

Action – Members  
to inform Clerk

- 7.1.2 Other Planning Correspondence: to receive and circulate for information such other planning and building control correspondence as will be brought to the attention of the council by the Clerk.  
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 (papers 7.2a-b previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
22/1443/FUL	Crosslikey Supermarket, Churchstoke	Approve
23/1011/FUL	West View, Old Churchstoke	Approve
23/1093/FUL	Meadow Crest, 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.

Ref.	Applicant	Site	Description	rec.
None				

### 7.5 Planning Applications:

- 7.5.1 To receive, for information, representations regarding planning applications.  
None.
- 7.5.2 To receive & resolve responses to consultations; full application(s) detail(s) at <http://pa.powys.gov.uk/online-applications/?lang=EN> including but not limited to those listed below. Later applications may be considered at the discretion of the Chair.  
The Chair referred Members to the consultations.

#### Declaration of Members' Interests

- Cllr A Richards declared a personal and prejudicial interest in application 23/1372/RES and left the meeting for this item.

## RESLOVED

CCC responds to consultations of planning applications as below:

Ref.	Applicant	Site	Description	rec.
23/1175/RES	J Meddins & Co, Lynwood, Churchstoke	Lynwood, Churchstoke	Reserved matters application in respect of outline planning permission 20/2079/OUT for erection of a rural enterprise dwelling, garage and all associated works	S*
23/1372/FUL	Mr Arwyn Davies, SWG Construction Design & Renovate Ltd., Eagle House, 25 Severn St., Welshpool	Land adjacent to Hollydene, Hall Bank, Churchstoke	Change of use of agricultural land to domestic curtilage adjacent to allocated housing site (19/0993/OUT)	O*
23/1394/HH	Mr & Mrs Willams, Aston View, Montgomery	Aston View, Montgomery	Erection of a two storey extension	S*

*\*23/1175/RES: the community council supports the application and wishes to add that, in its opinion, justification for rural enterprise is underpinned by local need and the proposed property seems oversized for local need.*

*\*23/1372/FUL: the community council objects to the application on the grounds*

- a) the application land is outside the LDP development boundary and as such represents development in open countryside*
- b) the houses and gardens have been developed and sold according to existing permissions and conditions which should be adequate without expansion post-development post-sale beyond development boundaries.*

*\*23/1394/HH: the community council supports the application but wishes to draw planning officers' attention to the substantial increase in footprint.*

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.

The Chair referred Members to the consultations.

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 Chair invited Members to bring forward planning enforcement matters within the community for the attention of the planning authority.  
None.

## 8.0 Recreation

8.1 Belle Vue Bench: to receive correspondence from a member of the public, information regarding ownership and recent repair, and to resolve if desired on a replacement from public funds (paper 8.1 previously circulated).

The Clerk reminded Members of the dilapidation of the wooden bench (ownership unknown) at Belle Vue, and the enquiry by a member of the public whether Council would consider a installing a replacement at public expense. The Chair referred Council to enquiry letter and reported that the bench has been repaired by a member of the public.

### RESOLVED

*CCC will write to thank the member of the public for effecting repairs to the bench and asks the budget panel to consider funding a replacement in the draft budget for 2024-25.*

Action – Clerk to process  
& for budget panel

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

9.1 Churchstoke Recreation Association: to receive reports for information (Cllr C P Smith).

Cllr C P Smith reported from recent meetings of CRA, highlighting.

- Plans for a Christmas Fayre in early December
- Other business continues as usual.

9.2 Other Outside Bodies: to receive reports for information, if any.

Cllr D N Yapp reported as CCC nominee to the Churchstoke CP Schol Governing Body, highlighting,

- New Headteacher has started in post and communication well with governors, parents and students
- A new Chair of the Governing Body has ben elected though a vacancy for a governor remains
- A very positive spirit and mood at the school.

## 10.0 Consultations

10.1 Boundary Commission for Wales: 2023 Review of Parliamentary Constituencies Process: to receive the consultation closing 30<sup>th</sup> Sep'23, to resolve whether to respond, and if so to delegate the response to the Town Clerk after reference to a working party here elected (papers 10.1a-b previously circulated).

The Chair referred Members to the consultation.

### RESOLVED

*CCC does not wish to submit a collective response to the consultation.*

## 11.0 Finance and Assets

- 11.1 Finance Consultation: Audit Wales: Consultation on Fee Scales 2024-25: to receive the consultation closing 10th Oct'23, to resolve whether to response and, if so, to delegate the response to the Clerk after reference to a working party here elected (papers 11.1a-b previously circulated).  
The Chair referred Members to the consultation.

RESOLVED

*CCC does not wish to submit a collective response to the consultation.*

- 11.2 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.

- 11.3 Items Received Since Last Meeting: to report for information.

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

Payer	Description	£
S Prior	Allotment rent Aug'23 – Feb'24 (plot 14)	17.50
NatWest Bank	Gross interest Aug'23	28.81
Powys CC	2 <sup>nd</sup> instalment precept 2023-24	10,588.00
M & G Investments	Charibond interest May-Jul'23	1.00
	Total	10,635.31

- 11.4 Items for Payment: to resolve to approve items for payment as follows:

The Chair referred Members to the items listed for payment.

RESOLVED

*CCC authorises payments as follows:*

Chq	Payee	Description	£ex vat	£vat	£total
1570	Groundforce Landscape Ltd	Grounds Maintenance Contract – Aug 2023	816.14	163.23	979.37
1571	SpArC	Community Grant 2023	250.00	0.00	250.00
1572	Gloversure Ltd	Website & email domain & hosting	255.00	51.00	306.00
1573	ES Solutions Ltd	Replacement Notice Board	3,048.55	609.71	3,658.26
1574	John Jones	Tree and compost work at cemetery	600.00	0.00	600.00
1575	Hyssington Village Institute	Room hire Jun & Sep'23	60.00	0.00	60.00
1576	HM Revenue & Customs	PAYE Q2 Jul-Sep'23	73.20	0.00	73.20
Total for authorisation this meeting			5,102.89	823.94	5,926.83

*To report items previously authorised*

1577	E J Humphreys	Clerk net salary Sep'23	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 on gross, ring-fenced funds & net available bank balances as follows:

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	27,573.32
Less consolidated ring-fenced funds	0.00	7,161.78
Net balances available	1,000.00	20,411.54

## 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.

12.1.1 Powys CC: to receive advance information and diversion map regarding temporary closure C2146 Coed Lane 2<sup>nd</sup> Nov'23 (paper 12.1.1a-b previously circulated).

Council received the advance information and diversion map.

12.1.2 Powys CC: to receive advance information and diversion map regarding temporary closure U2703 Cwm Cae, Churchstoke 4-7<sup>th</sup> Dec'23 (papers previously circulated).

Council received the advance information and diversion map.

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 Chair invited Members to bring forward highways matters for the attention of the highways authorities.

a) A490: near Shiregrove Bridge heading north from the bridge towards Rhyd-y-Groes: collapsing nearside road shoulder presenting a risk of overturn to heavy or high vehicles.

Action – Clerk to process

13.0 There was no item 13.

## 14.0 Correspondence

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

14.1.1 OVW: Training Sep-Oct'23: to receive details and to resolve on attendance, if desired, as an approved duty (papers 14.1.1a-b previously circulated).

The Clerk reported the OVW training schedule and invited Members to let him know if they wished to attend. The Clerk reminded Members that the council's statutory training plan and its Standing Orders require councillors to undertake Code of Conduct training within 6 months of accepting office and had already approved attendance at OVW training as an approved duty if Members wish to attend.

Action – Members to inform Clerk

14.1.2 OVW: Conference and AGM 30<sup>th</sup> Sep'23: to receive details and to resolve on attendance as an approved duty (papers 14.1.2a-c previously circulated).

The Clerk reported the conference and AGM are cancelled due to lack of committed attendance, so no business is required to be transacted and the item is withdrawn.

- 14.1.3 OVW SLCC: Joint Event 8<sup>th</sup> Nov'23: to receive details and to resolve on attendance as an approved duty (papers 14.1.3a-b previously circulated).

Council received details of the conference. 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.

#### RESOLVED

*CCC approves attendance at Joint OVW/ SLCC Conference 8<sup>th</sup> Nov'23 as an approved duty if Members wish to attend.*

Action – Members  
to inform Clerk

- 14.1.4 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 other correspondence from One Voice Wales/ Society of Local Council Clerks, highlighting certain items, which will be circulated electronically post meeting where electronic copies are available, and set out in appendix 1.

Action – Clerk to process

- 14.2 General Correspondence: to receive and circulate for information such items of general correspondence as will be brought to the attention of the council by the Clerk.

The Clerk reported general correspondence, highlighting certain items, which will be circulated electronically post meeting where electronic copies are available, and set out in appendix 2.

Action – Clerk to process

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

- 15.1 Chairman's announcements: to receive for information announcements from Chairman and Members.

- a) Cllr M A Whittall: news from BT that it will be phasing out copper wire landline and moving to fibre/digital connections only.
- b) Cllr J N Wakelam: is unable to attend the October meeting and offers apologies for absence.
- c) Clerk: reminded Council that in October and November it will be considering the business plan and budget for 2024-25 and the budget panel will work on a 1<sup>st</sup> draft budget for discussion.
- d) Clerk: reported receipt of conclusion of audit 2022-23 and the auditors report opinion is an unqualified audit, which will be received formally at the next meeting




















- 15.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.  
None.
- 15.3 Date of next meeting: Ordinary Business Meeting 26<sup>th</sup> Oct'23 at Churchstoke Community Hall and remote online.

**16.0 Confidential Session**


























- 16.1 Resolution to Exclude the Public and Press: Under the Public Bodies (Admission to Meetings) Act 1960 (2) to resolve that members of the public and press be requested to leave the meeting by reason of the [specified] confidential nature of the business about to be transacted.  
The Clerk reported there being no confidential business to consider no resolution is required.
- 16.2 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 – 8.45pm.

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

-  01a - OVW - One Voice Wales Newsletter No.1 - 200923.pdf
-  01b - OVW - One Voice Wales Newsletter No 1.pdf
-  02 - OVW - Welsh Air Ambulance - 280923.pdf
-  03 - OVW - Funding update - 270923.pdf
-  04a - OVW - Pethau Bychain Next event 27th Sep'23 - 070923.pdf
-  04b - OVW - Pethau Bychain 2023.pdf
-  05 - OVW - The PSOW public consultation Our Equality Plan 2023-26 - 120923.pdf
-  06a - OVW - Job Vacancies at One Voice Wales - 010923.pdf
-  06b - OVW - Policy and Practice Officer Advert.pdf
-  06c - OVW - Governance and Digital Communications Officer Advert.pdf
-  06d - OVW - Cost of Living Crisis Project Support Officer Advert.pdf
-  06e - OVW - Cost of Living Crisis Project Officer Advert.pdf
-  06f - OVW - Cost of Living Crisis Project Manager Advert.pdf
-  07a - Senedd Cymru - Consultation Welsh Government Draft Budget 2024-25 - 250923.pdf
-  07b - Senedd Cymru - Consultation letter.pdf
-  08 - WGov - Welsh Revenue Authority newsletter - 160923.pdf
-  09 - Green GEN Cymru - Consultation on new substation & overhead line in Powys & Shropshire - 060923.pdf

**Appendix 2: General correspondence received circulated post meeting**

-  01 - R George MS - September Newsletter from Russell George MS - 050923.pdf
-  02 - Craig Williams MP - E-newsletter - 180923.pdf
-  03 - Powys CC - Wales' Local Places for Nature Capital Fund Invites Applications - 260823.pdf
-  04a - NHS Wales - Update from Emergency Ambulance Services Committee on EMRTS - 210923.pdf
-  04b - NHS Wales - Stakeholder Update 10 (September 2023).pdf
-  05 - KWT - You are invited to Powys Eco-School Clusters - 190923.pdf
-  06a - MWWFRS - Chimney Fire Safety Week - September 4-10 - 040923.pdf
-  06b - MWWFRS - Welsh Firefighters Deployed to Morocco Following Tragic Earthquake - 13092.pdf
-  06c - MWWFRS - New Partnership to Increase Number of Lifesaving Public Access Defibrillators - 260823.pdf
-  06d - MWWFRS - Calon Tan Sept 2023 - 270923.pdf
-  07a - CA Powys - Impact Report Qtr1 23-24 - 010923.pdf
-  07b - CA Powys - Impact Reprt Qtr1 23-24.pdf
-  08a - PAVO - Agenda items for online meeting 21 Sep'23 at 10.30am - 040923.pdf
-  08b - PAVO - Agenda for Welshpool, Llanfair & Mont Locality Network Meeting 21 Sep'23 - 060923.pdf
-  08c - PAVO - Welshpool, Llanfair & Montgomery Agenda 21.9.23.pdf
-  08d - PAVO - Welshpool Montgomery Llanfair Locality Network Mtg 21 Sep'23 - 190923.pdf
-  09 - PAVO - Hospitals Transformation Programme at RSH & PRHs - 080923.pdf
-  10 - PAVO - Funding Fairs - 130923.pdf
-  11 - Ystadau Cymru - (RAAC) - Reinforced Autoclaved Aerated Concrete - 070923.pdf
-  12 - Ruthin TC - Small Town & Town Centre Summit - 020923.pdf
-  13 - SaTH NHS Trust - details of upcoming events at SaTH - 110923.pdf
-  14a - Play Wales - A Ministerial Review of Play in Wales - what next - 050923.pdf
-  14b - Play Wales - September e-bulletin - 080923.pdf
-  14c - Play Wales - Adult Learners Week 2023 - 210923.pdf
-  14d - Play Wales - A review of play in Wales – children & young people's report - 260823.pdf