



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

E J Humphreys MA Oxf, BA(Hons) 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 29th January 2026 at 7.30pm**
at Hyssington Village Hall and remotely on Zoom-Pro platform.

Due to unforeseen technical circumstances this meeting was postponed from 22nd Jan'26 at Churchstoke to 29th Jan'26 at Hyssington.

1.0 Welcome, Attendance, Apologies for Absence and Remote Meeting

Etiquette: to record attendance, to receive, and resolve if desired, to approve absence(s), 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 R K McLintock, Cllr B L Smith, Cllr C P Smith, Cllr M Whittall, Cllr D N Yapp.

Attendance online: None.

The Chair welcomed all, to the meeting, explained the necessity to change the date and venue due to technical circumstances, and reminded attendees to show civility and respect to all throughout the meeting.

Apologies for absence approved by Council: None.

Apologies for absence received reported to Council: Cllr D Bebb, Cllr E Evans, Cllr J Jones, Cllr A Richards.

Apologies for absence received not reported to Council: None.

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
None			

3.0 Public Participation: to receive members of the public who wish to address the council in respect of any item of business included in the agenda. Any member of the public wishing to speak must notify the Clerk by email to clerk@churchstoke.org or telephone 01686-668790 or in person, no later than 15 minutes prior to the start of the meeting. Members of the public addressing the council are asked to respect matters of confidentiality and privacy.
None.

4.0 Electoral & Governance Matters

4.1 Vacancy Hyssington Ward (vacancy declared 15th Nov'25): to receive information from the office of the returning officer that no election has been called and the community council shall co-opt a person to fill the vacancy as soon as is practicable.

The Clerk reported from the office of the returning officer that that no election has been called and the community council shall co-opt a person to fill the vacancy as soon as is practicable.

4.2 Co-Option to Vacancy: Hyssington Ward: to receive expression(s) of interest, if any, and to resolve to co-opt to the vacancy.

The Chair reminded Council of the vacancies remaining after the elections 5th May'22 and the Council's Notice of Co-Option. Members and the Clerk reported no further expressions of interest have been received.

5.0 Minutes of Previous Meetings

5.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 18th December 2025 (paper 5.1 previously circulated).

The minutes of the Ordinary Business Meeting 18th December 2025 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 18th December 2025 are approved and signed as a correct record.

5.2 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 18th December 2025.

5.2.1 (10.0) Representatives to Outside Bodies

Cllr M A Whittall reminded Members that he had circulated by email (16th Dec'25) a short summary of the Vale of Montgomery Rural Cluster BEE event subcommittee Fri 5th Dec planning for a BEE event in 2026 and asked for councillor/ community feedback.

5.2.2 (13.5) Reports from CCC

The Chair reported that the potholes A489 near the Blue Bell have been repaired.

6.0 County Councillor & County Council Report: to welcome the local county councillor and to receive updates and exchange information on county council matters insofar as they affect the Churchstoke community as follows (paper 6 previously circulated).

In the absence of Cty Cllr D Bebb the Chair referred Members to the written report which highlighted,

- Streetlights.

7.0 Planning & Building Control

7.1 Planning & Building Control General Correspondence:

7.1.1 Powys CC: 25/1549/FUL (Erection of Slurry Lagoon and all associated works – part retrospective.): to receive notice that the application was considered at the County Planning, Taxi Licensing and Rights of Way committee on 15th Jan’26 starting at 10am at County Hall or remotely on Zoom (paper 7.1.1 previously circulated).

Noted. The Clerk reported the application was approved at the committee.

7.1.2 Planning Aid Wales: Joint event One Voice Wales and Planning Aid Wales: to receive, details of the event 19th Mar’26, 10.30am to 1.30pm, to be considered at item 10.1.2 and to consider the matter at item 12.1.2 (paper 12.1.2 previously circulated).

Noted. The Chair indicated this will be considered under item 12.1.2.

7.1.3 Planning Aid Wales: to receive the latest planning news and training opportunities.

The Clerk reminded Members of latest news and training opportunities and reminded Members of the training budget to cover attendance.

7.1.4 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 Decisions: to report notifications from Powys CC of planning decisions in the community council area, if any (paper 7.2 previously circulated)

The Clerk reported notification as follows,

Ref.	Site	Powys CC Decision
25/0616/FUL	Pinewood, Churchstoke	Refuse
25/1089/FUL	Barn conversion at Shirley Lodge, Mellington	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.	Appellant	Site	Description
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 Clerk reported as follows,

Ref.	Applicant	Site	Description	rec.
25/1631/HH	Steve Jones, 1A Bateman Road, Croxley Green, Rickmansworth	Corndon, Minsterley, Shrewsbury, SY5 0JL	Extension and alterations to an existing dwelling (demolition of shed and conservatory)	n/a ¹

7.6 Applications for Works to Trees Subject to Tree Preservation Order or in a Conservation Area – to receive & resolve responses to consultations including but not limited to those listed below. Later applications may be considered at the discretion of the Chair.

Ref.	Applicant	Site	Description	rec.
None				

7.7 Planning Enforcement:

7.7.1 From other bodies to CCC: to report for information, planning enforcement matters within the community as will be brought to the attention of the council by the Clerk.

None.

7.7.2 From CCC to Powys CC: to report planning enforcement matters within the community.

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

8.0 Recreation: Playground

8.1 Recreation Field: to note the Clerks action to seek removal of a fallen tree branch as a matter of urgency.

The Clerk reported a fallen tree branch was dealt with as a matter of urgency by reason of public safety and removed by Cllr A Richards free of charge.

RESOLVED

CCC endorses the Clerk's action to seek removal of a fallen tree branch as a matter of urgency, and thanks Cllr A Richards for carrying out the work free of charge.

9.0 Representatives to Outside Bodies

¹ The planning authority notified (22nd Jan'26) the application is now deemed invalid. When the application is valid a new consultation will take place.

9.1 Vale of Montgomery Rural Cluster (VMRC): to report from the meeting 14th Jan'26 (Cllr M Whittall) (paper 9.1 previously circulated).

Cllr M A Whittall reported attendance at the VMRC meeting in Churchstoke highlighting,

- BEE Event: planning for the event which will be hosted by Berriew on a Saturday and Sunday in June to coincide with Wales Environment Week) and invited councillor/ community engagement and interest
- Footpath update: 75% of footpaths in Churchstoke are considered as 'clear'
- Possible VMRC Website VMRC What's App group
- A parcel of land at White Grit is reported as has been purchased for conservation
- Next meeting of VMRC 14th Apr'26.

The Clerk reported that Cllr J Jones has indicated verbally he is standing down as CCC's co-representative to VMRC due to clash of evening commitments.

9.2 To receive reports for information, if any, from representatives to other outside bodies.

9.2.1 Churchstoke Recreation Association (CRA

Cllr C P Smith reported the CRA is considering,

- Another funding application to update the hall into a communications and business hub
- Ideas for a CRA website
- Review of hire fees
- A lasting memorial to the late Lyn Saxon who put in a great deal of energy and time into re-invigorating the hall.

10.0 Finance and Assets

10.1 Finance Specific Correspondence

10.1.1 Welsh Government: Appropriate Sum under Section 137(4)(a) of the Local Government Act 1972: to receive notification the appropriate sum for community & town councils for 2026-27 is £11.60 per elector (paper 10.1.1 previously circulated).

Noted.

10.1.2 To circulate for information such financial correspondence, if any, as will be brought to the attention of the council by the Clerk.

None.

10.2 Financial Year 2026-27: Budget Preparation: to receive a 3rd draft budget and to resolve the budget and precept for 2026-27 (paper 10.2 previously circulated).

The Chair referred Council to the 3rd draft budget for 2026-27. The Clerk highlighted changes since the 2nd draft and reminded Members that the council must now resolve the budget to meet the billing deadline at Powys CC.

RESOLVED

CCC sets for 2026-27,

- a) Net expenditure budget of £33,983.93
- b) Precept of £33,983.93

c) *Band D equivalent precept of £35.67 per property per year.*

Action – Clerk to process

The Chair thanked the budget panel and the Clerk for their work preparing the draft budget.

10.3 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 Dec'25	12.92
Powys CC	3 rd instalment precept 2025-26	10,740.00
Total		10,752.92

10.4 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
1755	Powys CC	Cemetery bin Dec'25	30.30	0.00	30.30
1756	Powys CC	Rec field bin Dec'25	30.30	0.00	30.30
1757	Society of Local Council Clerks	Clerk prof. membership 2026 (pro-rata 14%)	83.30	0.00	83.30
1758	E J Humphreys	Admin exp Q1 Apr-Jun'25	237.07	15.71	252.78
<i>Total authorised for payment</i>			380.97	15.71	396.68

To report items previously authorised for payment

1759	E J Humphreys	Clerk net salary Jan'26	<i>As employment contract</i>		
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Action – Clerk to process

10.5 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	22,744.18
Less consolidated ring-fenced funds	0.00	9,243.61
Net balances available	1,000.00	13,500.57

11.0 Highways, Rights of Way & Watercourses

11.1 Highways: to receive for information notifications & diversion maps for works, if any, already actioned or to be actioned as follows.

Council received as follows,

11.1.1 Powys CC: Emerg Closure C2054 Churchstoke 24th Dec'25 (papers 11.1.1a-b previously circulated).

11.1.2 Powys CC: Temp Closure B4385 Churchstoke 16th to 20th Feb'26 (papers 11.1.2a-b previously circulated)

11.1.3 Powys CC: Emerg Closure C2055 Hall Bank 8-12 Jan'26 (papers 11.1.3a-b previously circulated)

11.1.4 Powys CC: Emerg Closure C2055 Hall Bank 19-21 Jan'26 (papers previously circulated).

11.2 Highways: to receive for information such other items of highways and rights of way correspondence as will be brought be brought to the attention of the council by the Clerk.

None.

11.3 Rights of Way: to receive for information such items of rights of way correspondence, if any, as will be brought be brought to the attention of the council by the Clerk.

None.

11.4 Watercourses: Natural Resources Wales: to receive for information such items of watercourses correspondence, if any, as will be brought be brought to the attention of the council by the Clerk (in. paper 13.4 previously circulated).

None.

11.5 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 matters for the attention of the highways authorities.

RESOLVED

CCC reports for the attention of the highways authorities as follows,

a) A489 Churchstoke Bridge: deteriorating situation with insecure, and occasionally fallen, safety fencing.

Action – Clerk to process

12.0 Correspondence, Feedback and Invitations

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

12.1.1 Chief Executive: to receive a New Year Message (paper 12.1.1 previously circulated).

Council received the later from the Chief Executive highlighting

- Annual General Meeting (AGM) 2026
- Annual National Conference & Awards Ceremony 2026
- Annual Innovative Practice Conference 2026
- Joint events with key Partners
- 'Y Farchnad' at the Senedd.

12.1.2 Joint event One Voice Wales and Planning Aid Wales: to receive details of the remote event 19th Mar'26, 10:30 to 13:30, and to authorise attendance as an approved duty (paper 12.1.2 previously circulated)

Council received details and invitation to attend the remote event 19th Mar'26, 10:30 to 13:30., themed "Improving our local places – Welsh case studies and planning updates".

RESOLVED

CCC approves attendance at the remote joint event One Voice Wales and Planning Aid Wales 19th Mar'26 as an approved duty and asks Members who wish to attend to notify the Clerk.

Action – Members to inform Clerk

- 12.1.3 Buckingham Palace Garden Parties: to receive invitation and details and to resolve on attendance details as an approved duty (paper 12.1.3 previously circulated)
Council received details and invitation to nominate one person to attend a garden party at Buckingham Palace.

RESOLVED

CCC approves attendance at Buckingham Palace Garden Parties 2026 as an approved duty and makes no nomination.

- 12.1.4 Biodiversity Action Plan: Webinar Workshops: to receive details of assistance to write action plans outlining the actions councils will take to meet the Environment (Wales) Act 2016 Section 6 duty for the next years, sand to resolve attendance as an approved duty (papers 12.1.4a-b previously circulated).
Council received details of assistance to write biodiversity action plan.

- 12.1.5 Practice Development Notes:
Council received as follows,
a) (19) Copyright (paper 12.1.5a-1-2 previously circulated)
b) (20) Webinar participation (paper 12.1.5b previously circulated).

- 12.1.6 To receive and circulate for information such other items of OVW/SLCC correspondence as will be brought be brought to the attention of the council by the Clerk.
The Clerk reported other OVW/SLCC 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

12.2 General Correspondence

- 12.2.1 Llandrindod Wells Town Council: Cross Border Health Care: to receive an invitation to form a coalition and hold meetings to find a way forwards on the issue, with the first meeting to be held in early Spring 2026 (paper 12.2.1 previously circulated).
Council received an invitation to form a coalition and hold meetings to find a way forward on Cross Border Health Care.

RESOLVED

CCC thanks Llandrindod Well Town Council for the invitation to form a coalition and hold meetings to find a way forward on Cross Border Health Care, and shares its frustrations. Although CCC does not wish to join the coalition at this juncture it asks to be kept informed of progress/ developments.

Action – Clerk to process

- 12.2.2 Powys Public Service Board (PSB): Resilient Powys Event: to receive details of the event 7th Feb.'26, 10am to 4pm, at Knighton, and to resolve on attendance as an approved duty (paper 12.2.2 previously circulated).

Council received details and invitation to attend the PSB sponsored event.

RESOLVED

CCC approves attendance at the PSB Resilient Powys Event as an approved duty and asks Members who wish to attend to notify the Clerk.

Action – Clerk to process

12.2.3 To receive and circulate for information such other items of general correspondence as will be brought be brought to the attention of the council by the Clerk

The Clerk reported other 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

13.0 Chair's Announcements, Items for Future Agenda & Date of Next Meeting

13.1 Chair's announcements: to receive for information announcements from Chair and Members.

- a) Chair: reported attending the One Voice Wales remote AGM on 21st Jan, 6pm, at which there were approximately 187 attendees who received and approved the audited accounts and debated several motions from member councils and from the National Executives Committer.
- b) Clerk: reported that the 2-year grounds maintenance contract is ending so a specification for tenders will be considered. The Clerk also reminded councillors this will be an opportunity to consider the council's biodiversity duty.
- c) Clerk: reported the fixed term farm business tenancies at allotment plots 1-4 at Old Churchstoke are due to expire on 31st Mar'26 and Council will have an opportunity to consider the options for further tenancies.
- d) Cllr D N Yapp: reported the recreation field has been marked out for football matches.

13.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.

- a) Cllr C P Smith: Recreation Field gate
- b) Cllr C P Smith: Cemetery gate and notice board
- c) Cllr M A Whittall: vacancy for CCC's co-representative to VMRC.

13.3 Date of next meeting 26th Feb'26, 7.30pm, at Churchstoke & online.

14.0 Confidential Session

14.1 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.

There were no confidential matters.












14.2 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 – 8.49pm.

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

-  01 - OVW - E Bulletin issue 15 - 191225.pdf
-  02 - OVW - E Bulletin issue 16 - 230126.pdf
-  03 - OVW PAW - Joint event One Voice Wales and Planning Aid Wales 19th Mar'26 - 181225.pdf
-  04a - OVW - **RSPB Big Garden Bird Watch 2026 – Registration now open** - 140126.pdf
-  04b - OVW - RSPB BGBW2026_HowToGuides_Bilingual_A4_prf1.pdf
-  05 - OVW - Older People Commissioner survey finishes 30.1.26 - 140126.pdf
-  06 - OVW - Webinar - Our Next Online Event - 260126.pdf
-  07 - OVW - Webinar - Our Next Online Event - 200126.pdf
-  08 - OVW - Calling Welsh Towns Could a Welsh town be crowned the first UK Town of Culture - 190126.pdf
-  09 - Powys PSB - Resilient Powys Event 7th Feb'26 - 270126.pdf
-  10 - WGov - Vacancy - Public Appointments - 090126.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - January Newsletter - 060126.pdf
-  02 - Powys CC - Sustainable Powys - Important Links - 131026.pdf
-  03 - Powys CC - Storm Gorette update – Thu 8 Jan'26 - 080126.pdf
-  04 - Llais - For Info North Powys Wellbeing Programme OBC submitted to Welsh Government - 231225.pdf
-  05a - PTHB -For your information and sharing - 050125.pdf
-  05b - PTHB - FINAL Composite Advert_en.png
-  06a - SaTH NHS Trust - Thank you for being part of our NHS community in 2025 - 231225.pdf
-  06b - SaTH NHS Trust - Dates for diary including community engagement strategy focus group - 070126.pdf
-  06c - SaTH NHS Trust - Help Shape the Name of Our New NHS Group - 120126.pdf
-  06d - SaTH NHS Trust - Last chance to register for this week's HTP or Hospital Update - 260126.pdf
-  07 - OPCC - St David's Conference 2026 Policing in a Digital Age - 280126.pdf
-  08 - PAVO - IY TODDLER POSTER 07JAN2026AM WIFC - 060126.pdf
-  09 - PAVO - Welshpool Youth Cafe (2) (1) - 070126.png
-  10a - PAVO - Reminder Welshpool, Llanfair Caereinion & Montgomery & Surrounding 7th Jan'26 - 040126.pdf
-  10b - PAVO - Welshpool, Llanfair & Montgomery Locality Network Meeting 7th Jan'26 - 070126.pdf
-  11 - PAVO - Continuing your Community Conversation - Follow-Up Meeting - 090126.pdf
-  12a - SpArC - NEWS - 210126.pdf
-  12b - SpArC - YOUR VIEWS, PLEASE - 100126.pdf
-  13a - MWWFRS - Bag it and Bank it – Donate Unwanted Clothing this January - 090126.pdf
-  13b - MWWFRS - Register My Appliance week 2026 - 190126.pdf
-  14a - Cwmpas - Perthyn grant funding for community groups 2026 - 060126.pdf
-  14b - Cwmpas - Get in touch .png
-  14c - Cwmpas - Guidance Notes - Perthyn Grant Scheme for Communities 2026.pdf
-  14d - Cwmpas - Application Form - Perthyn Grant Scheme for Communities 2026.pdf
-  15a - Play Wales - First e-bulletin of 2026 - 270126.pdf
-  15b - Play Wales - New State of Play 2025 report - 290126.pdf