



**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 29th March 2022 at 7.30pm**

at Churchstoke Community Hall and remotely on Zoom-Pro platform.

1.0 Welcome, Attendance, Apologies for Absence and Remote Meeting Etiquette:

- 1.1 To record attendance, to receive apologies for absence, to resolve if desired to approve absence(s), and to recap on the remote meeting etiquette (paper 1.1 previously circulated).

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

Attendance at the hall: Cllr B L Smith (Chairman), Cllr J Jones, Cllr R K McLintock, Cllr A Richards, Cllr C P Smith.

Attendance online: Cllr S J Boundy, Cllr J N Wakelam, Cllr M Whittall.

Apologies for absence approved by Council: None.

Other apologies for absence received: D N Yapp.

Other Members absent: Cllr M J Jones, Cllr D L Powell.

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

- 1.2 To remind Council this meeting falls within the pre-election period leading to elections 5th May'22. It is prohibited from generating publicity¹ or activities which could be perceived as seeking to influence public opinion or to promote the public image of a particular election candidate or potential candidate or their party. Councillors are referred to the Clerk's briefing note (paper 1.2 previously circulated).

The Clerk referred Members to the briefing note and reminded Council this meeting falls within the pre-election period leading to the elections 5th May'22. The Clerk reported Council is prohibited from generating publicity or activities which could be perceived as seeking to influence public opinion or to promote the public image of a particular election candidate, or potential candidate, or their party.

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

¹ Any communication, in whatever form, addressed to the public at large or to a section of the public

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 Matters

4.1 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

4.2 Dates of Annual Meeting: to report that the Annual Meeting 2022 must be held by 23rd May'22 and to resolve to move the scheduled date from 25th May to 18th May'22.
The Clerk reported that the Annual Meeting 2022 must be held by 23rd May'22 and recommended Council to bring forward the date of the Annual Meeting to Wed 18th May.

RESOLVED

CCC reschedules its Annual and Ordinary Business meetings from Wed 23rd May'22 to Wed 18th May'22.

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 22nd February 2022 (paper 5.1 previously circulated). The minutes of the Ordinary Business Meeting 22nd February 2022 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 22nd February 2022 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 22nd February 2022.

- 5.1.1 (13.1b) Chairman's Announcements re Cemetery Bin
The Chairman reported he has been unable to purchase a token of thanks from the Chairman's Allowance as he has previously opted out of the allowance. The Clerk agreed to seek another means.

6.0 Planning & Building Control

6.1 Planning & Building Control General Correspondence:

- 6.1.1 Planning Aid Wales: to receive details of training opportunities, if any, and to resolve if desired on attendance.
None.

- 6.1.2 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.

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 (papers 6.2a-b previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
21/0653/FUL	Old Timber Yard, Snead	Consent
21/0146/TRE	Elmhurst, Churchstoke	Approve

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:

- 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 applications as follows:

Ref.	Applicant	Site	Description	rec.
22/0319/LBC	Mr James Levy, 98 Queens Avenue, Finchley, London	Pentre Mill, Pentre, Churchstoke	Re-slating of roof and installation of insulation	S

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.

Ref.	Applicant	Site	Description	rec.
None.				

6.7 Planning Enforcement:

- 6.7.1 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.

- 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.

None.

7.0 Recreation

- 7.1 Her Majesty The Queen's Platinum Jubilee: Churchstoke Recreation Association (CRA): to receive information from the CRA, and to resolve regarding use of the recreation field & car park for a community event to celebrate the Jubilee on the afternoon of Fri 3rd June (paper 7.1 previously circulated).

Council received information from the CRA regarding community event to celebrate the Jubilee 3rd June and a request for exclusive use of the recreation field & car park for the event.

RESOLVED

CCC agrees exclusive use of the recreation field & car park, free of charge, for the community event by the CRA to celebrate the Platinum Jubilee on the afternoon of Fri 3rd June, subject to there being no scheduled football match that day, and the CRA agreeing to return the field and car park after the event, to its pre-event condition.

Action – Clerk to process
Cllr C P Smith to liaise

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 Definitive Map Officer on 2nd March indicating no objections were received to the application for registration of the village green, and the unopposed application will go forward to the Planning, Taxi Licensing, and Rights of Way Committee.

9.0 Finance and Assets

9.1 Finance Specific Correspondence:

9.1.1 Audit Wales: Audit Notice 2021-22 for Financial Year 2021-22: to receive information regarding timetable for 2021-22 accounts and the audit cycle 2021-22 onwards (papers 9.1.1a-b previously circulated) Council received details of timetable and process for audit of accounts for year ending 31st March 2022. The Clerk highlighted the Annual Return must be certified by the RFO and approved by the Council by 30th Jun'22, and the Auditor General has appointed Monday 12th Sep'22 as the date from which electors can exercise their rights under the Public Audit (Wales) Act 2004.

Council also received Audit Cycle 2021-22 onwards, indicating basic audits will be conducted for accounts 2021-22 and 2022-23 with a full audit accounts 2023-24.

9.1.2 To receive and circulate for information such other financial correspondence as will be brought to the attention of the council by the Clerk.
None.

9.2 Independent Remuneration Panel for Wales (IRPW): Annual Report 2022-23: to receive the report of the IRPW, and to note continuation of existing determinations until 8th May'22 (papers 9.2a-c previously circulated). Council noted the IRPW Report 2022-23 and that existing determinations will continue to 8th May. The Clerk reported that determinations from 9th May will be considered at the May meeting by the newly elected council.

9.3 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 Feb'22	0.15
M&G Investments	Charibond dividend Nov'21-Jan'22	0.55
Powys CC	Waste recycling proceeds Q3 Oct-Dec'21	43.14
	Total	43.84

9.4 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
1439	Churchstoke Recreation Assoc	Community hall grant 2021-22	3,248.50	0.00	3,248.50
1440	Hyssington Village Institute	Village hall grant 2021-22	1,169.27	0.00	1,269.27

1441	E J Humphreys	MS-Office365 renewal	66.66	13.33	79.99
1442	Gloversure Ltd	Website Content Management System	89.00	17.80	106.80
1443	E J Humphreys	Zoom Pro Mar'22	11.99	2.40	14.39
1444	HM Revenue & Customs	PAYE Q4 Jan-Mar'21	78.49	0.00	78.49
Total for authorisation this meeting			4,663.91	33.53	4,797.44
<i>To report gross payments mandated by IRPW</i>					
1445	TM & SJ Boundy	Cllr Allow'ce Oct'21-Mar'22	74.79	0.00	74.79
1446	R K McLintock	Cllr Allow'ce Oct'21-Mar'22	74.79	0.00	74.79
Total gross payments mandated by IRPW			149.58	0.00	149.58
<i>To report items previously authorised</i>					
1447	E J Humphreys	Clerk net salary Mar'22	As employment contract		
Action – Clerk to process					

9.5 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 1st Oct'21 to 30th Dec'21 as follows:

Fund	Number of shares	Share Price (p)	Value at 31/12/2021 (£)
Charibond	100	121.17	121.17

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	13,921.19
Less consolidated ring-fenced funds	0.00	4,068.01
Net balances available	1,000.00	9,853.18

10.0 Highways & Rights of Way

10.1 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.

10.1.1 Powys CC: to receive information regarding Alport Footbridge (paper 10.1.1 previously circulated).

Council received reply from Powys CC that funding has been found in the new financial year to replace the footbridge and it will undertake replacement as soon as resources allow.

10.1.2 Powys CC: to receive notice of emergency closure C2151 Pentreheyling 21-25 Mar'22 (papers 10.1.2a-b previously circulated).

Council received the retrospective information regarding the emergency closure.

10.1.3 A Member of the Public: Highways Safety at Pentre: to receive correspondence from a member of the public, and to note this will be considered further after the end of the pre-election period for the May'22 elections (paper 10.1.3 previously circulated).

Council noted correspondence from a member of the public regarding highways safety at Pentre along with copies of his correspondence with Powys CC Highways officers. The Clerk reported this will be considered further after the end of the pre-election period for the May'22 elections.

Action – for May agenda

- 10.2 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) *Caebitra brook near The Lack (grid ref 267 938): Right of Way footbridge collapsing after recent flooding.*

Action – Clerk to process

- 11.0 County Councillor & County Council Report:** to welcome the county councillor and to receive verbal updates for information on County Council matters & to discuss general Powys CC/ Shropshire Council matters. The county councillor is reminded of the current pre-election period and asked to limit updates to facts of what the council as whole is undertaking/ planning rather than individual councillor opinions or achievements.

- a) Powys CC: In the absence of County Councillor M J Jones there was no report
b) Shropshire Council: no report.

12.0 Correspondence

- 12.1 One Voice Wales/ Society of Local Council Clerks

- 12.1.1 OVW: Membership 2022-23: to receive, and resolve if desired, an invitation to renew membership for 2022-23 on the recommendation of the Clerk (papers 12.1.1a-c previously circulated). Council received an invitation to renew corporate membership and a letter from the Chief Executive outlining the benefits of membership of OVW. The Clerk recommended renewal of membership.

RESOLVED

CCC renews its corporate membership of One Voice Wales for 2022-23 at £274.

Action – Clerk to process

- 12.1.2 Training Apr'22: to receive the training schedule and to resolve if desired on attendance as approved duty (paper 12.1.2 previously circulated).

Council received details of remote training for Apr'22. The Clerk asked Members to inform him if they wish to attend.

Action – Members to notify
& Clerk to process

- 12.2 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

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

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

- a) Clerk: re Elections May 2022: reminded councillors and members of the public the closing date for nominations for election is 4pm on 5th Apr'22
- b) Cllr C P Smith: re Elections May 2022: reported her comments to the elections officer regarding difficulties being experienced by some community & town councils in holding remote aspects of meetings
- c) Cllr C P Smith: re Allotments: reported to the Clerk there appears to have been a bonfire at the allotments
- d) Cllr C P Smith: re Cemetery: reminded the Clerk of the need to retrieve the trade refuse bags for the cemetery
- e) Cllr J N Wakelam: re Allotments: remarked on the growing season for the allotments.

- 13.2 Items for future agenda: to bring forward for information items for consideration for future agenda.
None.

- 13.3 Date of next meeting: Ordinary Business Meeting Tue 26th Apr'22 7.30pm.

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.

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.

- 14.2 Clerk's Salary and National Pay Settlement 2021-22 [confidential reason employment matters]: to receive details of the joint national pay settlement, and to resolve to that Council accepts the NJC National Agreement 2021-22 and pays the Clerk's salary and back pay accordingly (papers 14.2a-b previously circulated).

Council received the details of the joint national pay settlement 2021-22 and the Clerk's report illustrating the effects of the agreement to 31st March 2022.

RESOLVED:

CCC adopts the national settlement with effect from 1st Apr'21 to 31st Mar'22 and amends the Clerk's salary and pays the back pay due accordingly.




































Action – Clerk to process

- 14.3 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 – 8.25pm.

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

-  01 - OVW - APRIL TRAINING DATES - 210322.pdf
-  02 - OVW - Newsletter - Mar 2022 - 010322.pdf
-  03a - OVW - Montgomery Area Committee Tuesday 5th April 2022 - 280322.pdf
-  03b - OVW - Agenda Montgomery AC 5th April 2022.pdf
-  03c - OVW - DRAFT minutes Montgomery AC 17th January 2022.pdf
-  04a - OVW - E01-22 NATIONAL SALARY AWARD 2021-22 - 040322.pdf
-  04b - OVW - E01-22-national-salary-award-2021-22.pdf
-  05a - IRPW - Independent Remuneration Panel for Wales Annual Report Feb'22 - 240222.pdf
-  05b - IRPW - Cover letter - annual report 2022.pdf
-  05c - IRPW - Independent Remuneration Panel for Wales - Annual Report 2022.pdf
-  06a - IRPW - Chair to the Independent Remuneration Panel for Wales - 250222.pdf
-  06b - IRPW - Advert.pdf
-  07 - WGov - Call for case studies (taking action on the climate emergency) - 030322.pdf
-  08a - WGov - Local Elections (Miscellaneous & Consequential Amendments) (Wales) Regs 2022 - 140322.pdf
-  08b - WGov - wsi_20220263_en.pdf
-  09a - WGov YC Team - Ukrainian Refugee Crisis - Sent on behalf of Beverly Owen - 150322.pdf
-  09b - WGov YC Team - Communication to Local Authority Chief Executives and Heads of Housing.pdf
-  09c - WGov YC Team - Immediate accommodation.pdf
-  10 - WGov Consultants - Have your say on the new 'Innovation Strategy for Wales' - 230322.pdf
-  11 - WGov - Age Cymru seeks current experiences of Covid-19 pandemic & thoughts on recovery people aged +50 - 210322.pdf
-  12 - WGov - Help build the future of Wales - 240222.pdf
-  13 - WGov - National Forest for Wales News - 100322.pdf
-  14a - WGov - BBC Radio Opportunity - 140322.pdf
-  14b - WGov - 220314 Brief for stakeholders (BBC).pdf
-  15 - WGov - Vacancy Senior Legislative Counsel & Assistant Legislative Counsel - 220322.pdf
-  16a - Audit Wales - We're seeking views on the Auditor General's Work Programme - 090322.pdf
-  16b - Audit Wales - seeking_views_on_auditor_general_work_programme - 090322.pdf
-  17 - OPCW - Newsletter - Feb 2022 - 230222.pdf
-  18 - YC - request for best practice example Community Asset Transfers - 160322.pdf
-  19 - Electoral Commission - Welcome to your Vote Campaign - Thursday 10 March - 090322.pdf
-  20 - Gov.UK - More COF projects announced today - 240322.pdf
-  21 - Eden Project - The Big Jubilee Lunch - 010322.pdf
-  22 - Carmarthenshire Meadows Group - Big Meadows Search - 240322.pdf
-  23 - Woodland Trust - We want to help your community - 080322.pdf
-  24 - British Red Cross - Co-ordinating Volunteers to respond to emergency situations in Wales - 150322.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - News from Russell George MS - 080322.pdf
-  02a - PTHB - Information about COVID-19 Vaccination in Powys - 110322.pdf
-  02b - PTHB - 220311-Bwletin-BrechlynCOVID19Vaccination-Bulletin.pdf
-  03 - PTHB - Public presentation and Q&A from PTHB CEO Carol Shillabeer - 210322.pdf
-  04 - Powys CC - Have your say - 240322.pdf
-  05a - Powys CC - The Queen's Green Canopy - Letter to Council CEOs - 090322.pdf
-  05b - Powys CC - Wales LAs_ English version QGC message.pdf
-  06a - SpArC - APRIL PLANT SALE - 140322.pdf
-  06b - SpArC - BRAND NEW SpArC COURSE - 210322.pdf
-  07 - MWWFRS - Spring Safety 2022 News - 140322.pdf
-  08 - RBL - Planting a Tree for the Jubilee - 220322.pdf
-  09a - GLASS - Countryside access setting the record straight - 100322.pdf
-  09b - GLASS - GreenLaning_balance.pdf
-  10a - Powys CHC - Notice of Powys CHC SPC Meeting 15th March - 100322.pdf
-  10b - Powys CHC - SPC Agenda 15.03.22.pdf
-  10c - Powys CHC - Notice of Powys CHC Executive Cttee Mtg 08 Mar'22 - 030322.pdf
-  10d - Powys CHC - Executive Committee Agenda 08.03.22.pdf
-  11a - DP Police - Bank Phishing Scam please inform others - 040322.pdf
-  11b - DP Police - Bank Phishing E.PNG
-  12 - Dolau School Action Group - closure protest Mk2 stand with us Rescheduled Protest 3 Mar'22 - 240222.pdf
-  13a - PAVO - Feedback survey for PAVO Community Connector Locality Networks - 150322.pdf
-  13b - PAVO - Locality Network feedback survey - 150322.pdf
-  13c - PAVO - Welshpool & Llanfair Caereinion Locality Network nxt mtg 24 May'22 - 170322.pdf
-  13d - PAVO - Third Sector Market Stability Workshop 24 Mar'22 2-4pm - 010322.pdf
-  14a - Play Wales - St David's Day e-bulletin - m010322.pdf
-  14b - Play Wales - Playworkers Forum 2022 - 080322.pdf
-  14c - Play Wales - Playday 2022 - the theme is... - 240322.pdf
-  14d - Play Wales - Call for action to improve play opportunities for disabled children - 150322.pdf