



**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 29th June 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 B L Smith. Cllr C P Smith Cllr J N Wakelam, Cllr M A Whittall.

Attendance online: None.

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

Apologies for absence approved by Council: Cllr D N Yapp.

RESOLVED

CCC approves the absence of Cllr D N Yapp by reason of attendance as the community council's representative at a meeting of the governing body of Churchstoke CP School.

Apologies for absence received: Cllr D Bebb, Cllr A Richards.

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
8.3	Allotments	J N Wakelam	Personal not prejudicial interest as an allotment holder and as

member of Churchstoke
Bowling Club

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: 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 5th 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 Annual Meeting 25th May 2023 (paper 5.1 previously circulated).
The minutes of the Annual Meeting 25th May 2023 were reviewed.

RESOLVED

The minutes of the Annual Meeting 25th May 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 25th May 2023 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 25th May 2023 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 25th May 2023 are approved and signed as a correct record.

5.3 To report, for information purposes only, matters arising from the minutes of the remote Annual Meeting 25th May 2023.
None.

5.4 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 25th May 2023.

5.4.1 (11.2) Highways & Rights of Way Reports

- a) North Walk: The Clerk reported correspondence was received from the county council which made the report unnecessary
- b) A489 towards Broadway: The Clerk reported he could find no evidence of the matter to report.

6.0 County Councillor & County Council Report: to welcome the local county councillor and to receive updates and exchange information on county council matters.
The Clerk reported Cty Cllr D Bebb, was unable to be present due to family illness.

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 7.1.1a-b 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 (paper 7.2 previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
23/0313/HH	Ivy Cottage, Hyssington	Approve
23/0556/TPO	Lynden, Castle Road, 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.

The Chair referred Members to the consultations.

RESOLVED

CCC responds to pre-application consultations by developers as follows:

Ref.	Applicant	Site	Description	rec.
None	J Meddins & Co, c/o Roger Parry & Partners LLP, Mercian House, 9 Darwin Court, Oxon Business Park, Shrewsbury	Lynwood, Churchstoke	Erection of livestock building and all associated works Details at https://www.rogerparry.net/plan/lynwood-livestock-building/	N*

**The community council notes the pre-application proposal, and its only comment is that the developer is asked to ensure proper visible notices are displayed for the benefit of the neighbourhood if it is taken to application stage.*

Action – Clerk to process

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.

RESOLVED

CCC responds to consultations on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
23/0637/HH	Philip Knight, Todleth House Barn, Churchstoke	Todleth House Barn, Churchstoke	Erection of an extension	S
23/0704/HH	Mr & Mrs M & K Maddox, Swallow Barn, Hurdley, Churchstoke	Swallow Barn, Hurdley, Churchstoke	Erection of an extension and a detached garage	O*

**23/0704/HH: CCC objects to the application for the following reasons:*

- a) the extension appears to be an oversized development of an existing dwelling which encroaches unreasonably close to neighbours*
- b) the garage appears to be sizable and some distance away from the dwelling and is therefore considered to be an unreasonable development in open countryside.*

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.

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 Recreation Field: to receive and resolve quotation, if available, for field aeration for 2023-24.

The Clerk reported a quotation received for field aeration

RESOLVED

CCC accepts the quotation of Jamie Jones to the value of £440 for two sessions of verti-draining of the recreation field.

Action – Clerk to process

- 8.2 Playground: to consider and resolve if desired, on refuse bins (Cllr C P Smith)
Cllr C P Smith reported that the bins at the playground appear to be rather ineffective (small and prone to wind-blown contents) and recommended the council seeks alternatives. The Clerk reminded Council that the Churchstoke Recreation Association is contracted to provide a paid service to attend to the playground at least weekly in summer, fortnightly in winter and to empty the bin so a change would need liaison.

RESOLVED

CCC asks the Clerk to research style and cost of alternative bins.

Action – Clerk to process
& for next agenda

- 8.3 Allotments: to resolve, if desired, to support allotment manager action regarding potential misuse of water provision.

The Clerk reported that it has been brought to his attention that certain tenants have been interfering with the water provision, connecting directly to the supply pipe so bypassing the tanks, and this may have an adverse effect on the bowling club agreement.

RESOLVED

CCC supports the allotment manger (The Clerk) to write to all tenants to remind them that interference with the provided supply is unauthorised and to desist.

Action – Clerk to process

9.0 Cemetery

- 9.1 Maintenance: to consider and resolve if desired on maintenance matters (Cllr B L Smith).

Cllr B Smith reminded Council of the dead birch and dying willow trees in the south-west corner of the cemetery, and there appears to be fly tipping on the composting material in the same corner. Members also discussed desirability of providing alternative means of separating refuse for recycling.

RESOLVED

CCC will, in the interests of safety, arrange for tree removal.

Action – Clerk to process

RESOLVED

CCC seeks the advice of the county council commercial refuse officers on alternative means of separation and collection of refuse.

Action – Clerk to process

& for next agenda

10.0 Reports from Outside Bodies: to receive reports for information, if any, from representatives to other outside bodies.
None.

11.0 Consultations

11.1 Powys CC: Consultation on the Local Housing Market Assessment for Powys: to receive the consultation closing 10th Jul'23, to resolve whether to respond and if so to resolve to delegate the response to the Clerk after reference to a working party here elected (papers 11a-b previously circulated).
The Chairman referred Members to the consultation.

RESOLVED

CCC does not wish to respond collectively to the consultation due to the short deadline but encourages Members to do so as individual councillors.

12.0 Finance and Assets

12.1 Finance Specific Correspondence

12.1.1 The Pensions Regulator: to receive and note the requirements to re-enrol and re-declare duties as an employer (paper 12.1.1 previously circulated).

The Clerk reported the council's triennial requirements to re-enrol and re-declare pension duties as an employer by 3rd Jan'24.

Action – Clerk to process

12.1.2 To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk
None.

12.2 Financial Year 2022-23

12.2.1 Internal Audit and Accounts 2022-23: to receive the Internal Audit report and to receive and approve the Financial Accounts 202-23 (papers 12.2.1 previously circulated).

The Clerk presented the Financial Accounts and Internal Audit report for 2022-23 and invited Members' queries.

RESOLVED

CCC receives and notes the internal audit report and approves the Financial Accounts for 2022-23 as presented, with typographical date errors corrected.

12.2.2 Annual Return of Accounting Statement & Statement of Assurance 2022-23: to approve the Annual Return for dispatch to the external auditor (paper 12.2.2 previously circulated).

The Clerk presented the Annual Return and Statement of Assurance required for external audit and answered Members' queries.

RESOLVED

CCC approves the Annual Return and Statement of Assurance 2022-23 as presented for dispatch to external auditor.

Action – Clerk to process

The Chairman thanked the Clerk on behalf of Council for the work in the preparation and explanation of the accounts and audit documents.

12.3 Community Fund Grants: to receive and resolve on Terms of Reference for a new Community Fund Grants Scheme funded by precept replacing the previous Green Grants Scheme funded by waste recycling proceeds (paper 12.3 previously circulated).

The Clerk reminded Council it has changed Green Grants Scheme to Community Grants scheme and a change of terms of scheme follows as a consequence.

RESOLVED

CCC approves the terms of the new Community Grants Scheme as presented.

Action – Clerk to process

12.4 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 May'23	25.70
M&G Investments	Charibond interest Feb-Apr'23	1.00
AL & RA Powell	Field allotments rent 2022-23 plots 3 & 4	220.00
R G Peate	Cemetery burial & excl. right fees (plot 490)	390.00
W Steed	Garden allotment rent Mar'23 to Feb'24 plot 1	30.00
Total		666.70

12.5 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
1556	Groundforce Landscape Ltd	Grounds Maintenance Contract – May 2023	816.14	163.23	979.37
1557	Lee Stephens	Internal Audit 2022-23 accs	132.00	0.00	132.00
1558	HM Revenue & Customs	PAYE Q1 Apr-Jun'23	53.00	0.00	53.00
<i>Total for authorisation this meeting</i>			1,001.14	163.23	1,164.37
<i>To report items previously authorised</i>					
DD	Public Works Loans Board	Playground loan 504503 instalment #15	1,525.19	0.00	1,525.19
1559	E J Humphreys	Clerk net salary Jun'23	<i>As employment contract</i>		

Action – Clerk to process

12.6 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	24,719.80
Less consolidated ring-fenced funds	0.00	5,613.58
Net balances available	1,000.00	19,106.22

13.0 Highways & Rights of Way

13.1 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.

13.1.1 Powys CC: Temporary Closure C2055 Hall Bank 12-15th Jun'23: to receive information (papers 13.1.1a-b previously circulated previously circulated).

Council received notice and information of closure.

13.1.2 Powys CC: North Walk Trees Update: to receive an update on maintenance from the Rights of Way officer (paper 13.1.2 previously circulated).

Council received information from Powys CC that it has stopped works on the mature ash trees at North Walk for the bird nesting season and will keep the public footpath closed until September when works will be carried out.

13.2 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.

None.

The Clerk reminded Members that any councillor or member of the public may report a wide range of matters directly to the principal authorities at,

- Powys CC: <https://en.powys.gov.uk/article/816/Report>
- Shropshire Council: <https://www.shropshire.gov.uk/report/>

...the links also being signposted from the CCC website at <https://www.churchstoke.org/noticeboard.html>.

14.0 Correspondence

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

14.1.1 OVW: Training Jun-Jul'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.

Action – Members
to inform Clerk

- 14.1.2 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 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 be brought to the attention of the council by the Clerk.

- 14.2.1 Powys CC: Climate Stakeholder Group invitation: to receive and resolve an invitation to the inaugural Powys County Council Climate Stakeholder Group Meeting on the 26th June 2023 15:00pm - 17:00pm, and to nominate a representative (paper 14.2.1 previously circulated).

Noted.

- 14.2.2 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 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.

None.

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

- a) The Clerk indicated that playground bins and cemetery refuse will be included if researched information is available.

- 15.3 Date of next meeting: Ordinary Business Meeting, Thursday 27th July 2023, at 7.30pm, 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 – 9.02pm.














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

-  01a - OVW - JUNE & JULY 2023 TRAINING DATES - 230623.pdf
-  01b - OVW - Overview Modules Jan 2018 ENG.pdf
-  02a - OVW - Innovative Pract Conf Facing Challenges of Demanding Future 5th Jul'23 - 130623.pdf
-  02b - OVW - Agenda Innovative Practice Conference 5th July 2023.pdf
-  03 - OVW - Latest on Wales Air Ambulance in Welshpool - 280623.pdf
-  04 - OVW - News Bulletin - 070623.pdf
-  05 - OVW - APPLYING FOR THE COMMUNITY OWNERSHIP FUND - Free Event - 060623.pdf
-  06a - OVW - Digital Project Manager Advert - 300523.pdf
-  06b - OVW - Job Specification - Digital Project Manager .pdf
-  07 - PAW - Meeting Community Needs in Wales - 080623.pdf
-  08 - KWT - FREE garden packs from Local Places for Nature - 140623.pdf
-  09 - WGov - ITEC and Chwarae Teg Training Courses - 060623.pdf
-  10a - WGov - Infrastructure (Wales) Bill 2023 - 150623.pdf
-  10b - WGov - Stakeholder Letter - Infrastructure (Wales) Bill 2023.pdf
-  11 - WGov - Consultation extending term Older People's Commissioner Wales from 4 to 7 years- 200923.pdf
-  12a - WGov - Procurement Bill Secondary Legislation Consultation Launch – Part One - 200623.pdf
-  12b - WGov - Comms - Secondary Legislation Consultation Letter from MFLG to stakeholders (EN).pdf
-  13a - WGov - Invitation Get ready for 20mph - 210623.pdf
-  13b - WGov - Get ready for 20mph Summit Invitation ENG.pdf
-  14 - Cadw - Historic Environment Update 28 - 140623.pdf
-  15 - Bronllys Well Being Park CLT - AGM Reminder Thu 29 Jun'23 - 270623.pdf

-  16a - CIW - recruitment- MB1 - Local Authority Inspection Manager Eng - 150623.pdf
-  16b - CIW - recruitment - EB2 - Senior Manager Corporate & Business Services - 150623.pdf
-  16c - CIW - recruitment - 2023-2024 - MB1 - Local Authority Inspection Manager Cym - 150623.pdf
-  17 - Cwmpas Co-Op - Wales Connectivity Survey - 130623.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - Powys CC - Climate Stakeholder Group invitation - 200623.pdf
-  02 - R George MS - June Newsletter from Russell George MS - 02062302 - .pdf
-  03 - Craig Williams MP - E-newsletter - 130623.pdf
-  03a - CA Powys - CA Powys Impact Report 22-23 - 310523.pdf
-  03b - CA Powys - Impact report 22-23.pdf
-  04 - Urdd Gobaith Cymru - Montgomery Urdd Eisteddfod Proclamation Event - 280623.pdf
-  05a - NHS Wales - Air Ambulance EMRTS Update - 130623.pdf
-  05b - NHS Wales - Stakeholder Update 8 (June 2023) (Eng & Cym).pdf
-  06 - SaTH NHS Trust - Find out latest Shrewsbury & Telford Hospital NHS Trust - 300523.pdf
-  07 - SaTH NHS Trust - please join us for the next online monthly update - 130623.pdf
-  08 - SaTH NHS Trust - Coming up at your local hospitals - 270623.pdf
-  09a - SpArC - TEMPORARY CLOSURE OF SpArC POOL - 160623.pdf
-  09b - SpArC - IMPORTANT SpArC NEWS - 240623.pdf
-  10a - PAVO - 2023-25 Social Value Forum Development Fund announcement - 020623.pdf
-  10b - PAVO - Locality Network Meeting 27 June 2023 - 060623.pdf
-  10c - PAVO - Volunteers' Week & the Social Value Development Forum Fund - 060623.pdf
-  10d - PAVO - Powys Volunteer Involvers Network - 220623.pdf
-  10e - PAVO - Volunteer Involvers Network.png
-  10f - PAVO - Welshpool Montgomery & Llanfair Caereinion Locality Network Mtg 27 Jun'23 - 220623.pdf
-  10g - PAVO - Wild Skills Wild Spaces Team Workshop - 280623.pdf
-  10h - PAVO - WWS Launch.jpg
-  10i - PAVO - Locality Network Representatives - 280623.pdf

-  10j - PAVO - Llais Survey - 280623.pdf
-  10k - PAVO - Llais Flyer Bilingual [16.05.23].pdf
-  11 - PtHB via PAVO - ANEW Creative Arts and Ecotherapy Programme - 060623.jpg
-  11a - 20's Plenty - News June 2023 - 120623.pdf
-  11b - 20's Plenty - Thanks for 20 - 4.pdf
-  12 - KWT - Keep Wales Tidy's Local Places for Nature Programme - 140623.pdf
-  13 - Llandrindod Wells Town Council - Bute Energy Meeting 20-04-2023-V1 - 060623.pdf
-  14a - MWWFRS - Farm Fire Safety - Barn Fires - 280623.pdf
-  14b - MWWFRS - Calon Tan June 2023 - 280623.pdf
-  15 - Powys CC - Quarterly PCC & CTCs Meeting 6th Jul'23 - 020623.pdf
-  16a - Play Wales - We are recruiting - 150623.pdf
-  16b - Play Wales - June e-bulletin - 010623.pdf
-  16c - Play Wales - New briefing – Playing and being well - 060623.pdf