



**CYNGOR CYMUNED YR YSTOG  
CHURCHSTOKE COMMUNITY COUNCIL**

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

Clerc i'r Cyngor | Clerk to the Council: E J Humphreys MA Oxf, CiLCA, FSLCC

**MINUTES of FULL COUNCIL ORDINARY BUSINESS MEETING  
on Wednesday 29<sup>th</sup> July 2020, 7.45pm  
held remotely on Zoom-Pro platform.**

- 1.0 Welcome, Attendance, Remote Meeting Etiquette and Apologies for Absence:** to record attendance, to receive and resolve if desired on apologies for absence and to recap on the remote meeting etiquette (paper 1 previously circulated).

Attendance: Cllr D L Powell (Chairman), Cllr J Boundy, Cllr G Frost, Cllr J Jones, Cllr M J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith (Vice-Chairman), Cllr C P Smith, Cllr J N Wakelam, Cllr D N Yapp.

The Chairman welcomed Councillors and Clerk to the council's second remote live-streamed ordinary business meeting and recapped the remote meeting etiquette.

The Chairman welcomed a member of the public.

Apologies for absence approved by Council: None.

Other Members Absent: Cllr G Jameson.

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 to the Council no later than 15 minutes prior to the start of the meeting.

The Clerk reported that one member of the public had given notice wishing to speak on agenda item 6.4 BT Kiosk at Old Churchstoke.

#### Item 6.4 BT Kiosk at Old Churchstoke

The Chairman welcomed Ms C Hawker. Ms Hawker highlighted a case for CCC taking ownership of the kiosk under the BT Adopt a Kiosk Scheme:

- the architectural significance of the BT Kiosk K6 Model designed by Sir Giles Gilbert Scott, who also designed Liverpool Cathedral and Battersea Power Station, and that there are now only a few K6 remaining in-situ
- the funding of the kiosk by local residents though there is an absence of documentary evidence to support this
- it being now disconnected for calls and electricity, so the matter regards the kiosk only as opposed to communications
- the kiosk being a local landmark for Old Churchstoke as well as a shelter for children in bad weather
- future possibilities for the kiosk as a shelter, village notice board, book and produce exchange, art displays, tourism interest
- a reference point on Geograph as well as ordnance survey maps
- 102 signatures collected to demonstrate local enthusiasm
- appreciating concerns about cost of upkeep and insurance on the public purse over the £1 payment to BT, but a commitment from current residents to do so as already demonstrated by cutting back overgrowth.

Members asked questions and were assured that some of the 102 residents signing the petition were committed to maintaining the kiosk.

The Chairman thanked Ms Hawker for attending and speaking to Council.

#### **4.0 Minutes of Previous Meetings**

- 4.1 To approve & sign the minutes as a correct record of the remote Ordinary Business Meeting 24<sup>th</sup> June 2020 (paper 4.1 previously circulated).  
The minutes of the Ordinary Business Meeting 24<sup>th</sup> June 2020 were reviewed, and one typographical error corrected.

RESOLVED:

*The minutes of the remote Council Ordinary Business Meeting 24<sup>th</sup> June 2020 are approved and signed as a correct record.*

- 4.2 To report matters arising for information from the minutes of the remote Ordinary Business Meeting 24<sup>th</sup> June 2020.  
None.

#### **5.0 Planning & Building Control**

- 5.1 Planning & Building Control Specific Correspondence: to receive and circulate for information such correspondence, if any, as will be brought to the attention of the council by the Clerk.  
None.
- 5.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in the community council area (paper 5.2 previously circulated).

Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
P/2016/1066	Bacheldre House Barn, Churchstoke	Refused

5.3 Planning Inspectorate Appeals: Notice(s) of Appeal: to receive & resolve responses to Notices of Planning Appeal including but not limited to those listed below. Later Notices may be considered at the discretion of the Chair.

Ref.	Appellant	Site	Description
None.			

5.4 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.				

5.5 Planning Applications: 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.

Ref.	Applicant	Site	Description	rec.
None.				

5.6 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.				

5.7 Planning Enforcement:

5.7.1 From other bodies to CCC: to report for information, planning enforcement matters within the community (papers 5.8.1a previously circulated).

None.

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

None.

Cllr J Jones joined the meeting at this point.

## 6.0 Recreation

6.1 Village Green at Hyssington: to report, and resolve if desired, from the Friends of the Green and Horsewell (FOTGAH) (Cllr R K McLintock).

Cllr R K McLintock reported progress highlighting:

- Works are now allocated for tree works and kerbing in September

- Village Green registration documents have been received and evidence collection started
- New constitution being drawn up.

The Chairman thanked Cllr McLintock for the report.

- 6.2 Recreation Field Refuse Bins: to receive a response from the Churchstoke Recreation Association regarding the dog waste bin (if received), and to resolve appropriate arrangements.

The Clerk reported that the Churchstoke Recreation Association (CRA) has not yet replied to CCC's enquiry whether it will add the dog waste bin to the existing playground bins contract in return for increased payment.

Cllr D N Yapp reported that enquires of the school indicate the small bin by the recreation field gate does not belong to the school, nor does it belong to the CRA. The Clerk reminded Council of the resolution June'20 that if it does not belong to school the bin will be removed.

Action – Cllr D N Y to remove

- 6.3 Recreation: Playground: to receive information and to consider & resolve arrangements for re-opening the playground post Covid-19 restrictions (papers 6.3a-g previously circulated).

Council received information from the Powys CC that the Welsh Government now permits outdoor playgrounds to re-open and received example signage. CCC also received guidance from the Welsh Government on measures for re-opening, balancing risk towards supporting children's right to play by providing access to playgrounds whilst minimising the risk of transmission of Covid-19.

The Clerk highlighted:

- operators should carry out a Covid-19 risk assessment to help them decide whether the playground should open and what measures should be in place
- social distancing is still a requirement
- staff and public must be safe
- signage is an important measure.

Members debated the matter.

**RESOLVED**

*CCC will carry out a risk assessment and acquire and place appropriate signage in place before re-opening the playground.*

Action – Clerk to process

- 6.4 BT Kiosk at Old Churchstoke: to receive a proposals from Cllr D L Powell to adopt the kiosk under the BT Adopt-a-Kiosk scheme, to add it to the asset register if approved, and to allocate its use for the community.

The Chairman reminded Members of the earlier address on the matter by Ms Hawker. The Chairman also reported that some residents of Old Churchstoke had delayed the removal of the disconnected BT Kiosk at Old Churchstoke and have a requested that CCC consider applying to BT to adopt the kiosk under the Adopt-a-Kiosk scheme.

The Clerk advised that CCC be clear on the business case, the purpose to which the kiosk is to be put, the powers under which CCC would act, and to consider implications for maintenance, cleaning, and insurance.

Members debated the business case and proposal.

RESOLVED

*CCC approves adoption of the BT Kiosk at Old Churchstoke under the BT Adopt a Kiosk Scheme.*

Action – Clerk to process

## **7.0 Consultation(s)/ Engagement(s) by other organisations**

- 7.1 Powys CC: Consultation: Home to School/College Transport Policy: to receive and resolve the recommendations of the working party on the consultation (papers 7.1a-e previously circulated) (Cllr J N Wakelam & Cllr D N Yapp). The Chairman referred Members to the consultation documents. Cllr J N Wakelam and Cllr D N Yapp reported the working party's recommendations.

RESOLVED

*CCC accepts the working party's recommendations and responds accordingly.*

Action – Clerk to process

- 7.2 Powys CC: Engagement: The Future of Special Educational/Additional Learning Needs in Powys: to receive details of the engagement survey, closed 22nd July and the opportunity to resolve a response for an extended deadline 29<sup>th</sup> July (papers 7.2a-e previously circulated). The Chairman referred Members to the engagement documents. The Clerk reported that the deadline has limited CCC's usual approach to responding to consultations.

RESOLVED

*CCC is disappointed that the deadline limits the ability of CCC to respond and does not make a Council response but reminds Members, and members of the public, that they may respond individually.*

- 7.3 Powys CC: Powys CC & Town & Community Councils: to receive a verbal report by the Clerk from a meeting with the Leader of Powys CC regarding Covid-19 recovery in Powys (paper 7.3 previously circulated). The Chairman referred Members to the invitation from the Leader of Powys CC for Chairs and Clerks to attend a remote meeting to discuss the Covid-19 situation and recovery in Powys.

The Clerk reported on attendance, though both Chairman and Vice-Chairman were unable to attend, and topics covered Powys CC response to the flooding (Feb'20) and Covid-19 emergencies, areas for potential collaboration with Community & Town Councils, and the Powys CC Budget position and the adverse impact on it of Covid-19.

- 7.4 Welsh Government Minister for Housing & Local Government: to receive and resolve invitation from the Minister asking for thoughts on how Welsh

Government should support future post-Covid recovery and reconstruction in Wales (paper 7.4 previously circulated).

The Chairman referred Members to the invitation from the Minister.

#### RESOLVED

*CCC makes no Council response but encourages members of the public to respond and will publicise the opportunity on the website*

Action – Clerk to process

### 8.0 Finance

8.1 Finance Specific Correspondence: to receive and circulate for information such correspondence, if any, as will be brought to the attention of the council by the Clerk.

None.

8.2 Items Received Since Last Meeting: to report

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

Payer	Description	£
NatWest Bank	Gross interest Jun'20	9.24
R G Peate Funeral Services	Burial fee plot 159	190.00
Total		199.24

8.3 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
1285	Andrew Evans Landscapes Ltd	Grounds maintenance Apr, May, Jun	2,759.13	551.82	3,310.95
1286	E J Humphreys	Cert HE qual'n yr 2 inst 2	95.00	0.00	95.00
1287	Bullseye Pest Control	Mole control at cemetery	50.00	0.00	50.00
1288	E J Humphreys	Zoom Pro Jun & Jul'20	23.98	4.80	28.78
1289	E J Humphreys	Admin Exp Apr-Jun'20	195.50	14.68	210.18
<i>Sub-total for payment this meeting</i>			<b>3,123.61</b>	<b>571.30</b>	<b>3,694.91</b>

*To report items previously authorised*

1290	E J Humphreys	Clerk net salary Jul'20	<i>As employment contract</i>		
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Action – Clerk to process

8.4 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 1<sup>st</sup> Apr-30 Jun'20 as follows:

Fund	Number of shares	Share Price (p)	Value at 30/06/2020 (£)
Charibond	100	125.22	125.22

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	20,532.46
Less consolidated ring-fenced funds	0.00	9,567.96
Net balances available	1,000.00	10,964.50

## 9.0 Highways & Rights of Way

9.1 From Powys CC/ Shropshire Council to CCC: to report for information general maintenance matters:

None.

9.2 From CCC to Powys CC/ Shropshire Council: to report and resolve if desired, general maintenance matters, if any.

The Chairman invited Members to bring forward reports to Powys CC.

- a) A489 near Broadway House: potholes
- b) A490 apparent lack of works activity at the traffic lights.

Action – Clerk to process

**10.0 County Councillor & County Council Report:** to receive a report, for information, from the county councillor & to discuss general Powys CC/ Shropshire Council matters.

- a) Powys CC: County Cllr M J Jones reported as follows:
  - Covid-19 information is updated daily on the Powys CC website.
- b) Shropshire County Council: no report.

## 11.0 Correspondence

11.1 To receive, items of correspondence, brought to the attention of the council by the Clerk.

11.1.1 One Voice Wales: to receive for information.

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

11.1.2 General: to receive for information.

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

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

12.1 Annual Meeting: to receive a verbal report and reminder from the Clerk on legal and practical requirements, and to confirm arrangements for the Annual Meeting.

The Clerk reminded Members of the legal position (to be held by 31<sup>st</sup> December at a date to be determined by the Proper Officer), the practical difficulties during Covid-19 pandemic, and comparisons with other councils. Members noted that it is likely that the Annual Meeting may need to be held remotely.

Action – Clerk to process

12.2 Chairman's Announcements: to receive for information announcements from Chairman and Members.

None.

12.3 Items for Future Agenda: to bring forward items for consideration for future agenda.

None.

12.4 Date of next meeting for information: Wed 26<sup>th</sup> Aug'20, 7.30pm, to be held remotely.

### **13.0 Confidential Session**

13.1 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.*



















13.2 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 – 8.54pm.



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

-  01 - OVW - News Bulletin Jul'20 - 200720.pdf
-  02 - WGov - Joint Stakeholder Engagement Letter English - 060720.pdf
-  03a - WGov - Coronavirus COVID-19 News 26062020 - 290620.pdf
-  03b - WGov - Coronavirus COVID-19 News 10072020 - 130720.pdf
-  04 - WGov - Electoral Reform JUNE 2020.pdf
-  05a - WGov - Re-opening outdoor playgrounds & play areas for children guidance - email 210720.pdf
-  05b - WGov - Re-opening outdoor playgrounds & play areas for children guidance - detail 210720.pdf
-  05c - WGov - Re-opening outdoor playgrounds & play areas - signage - 240720.pdf
-  05d - 41020\_Poster\_print - Playgrounds.pdf
-  06a - WGov - Draft Guidance reopening Multi-Use Community Venues - email 210720.pdf
-  06b - WGov - Draft Guidance reopening Multi-Use Community Venues - 210720.pdf
-  07 - WGov - Laying in Senedd Nat Strategy Flood & Coast Erosion Risk Mgmt - 220720.pdf
-  08a - Carmarthenshire CC - Hate Crime Training - email 030720.pdf
-  08b - Carmarthenshire CC - Hate Crime Training - flyer 030720.png
-  09 - FSB - Virtual Town Hall - The Future of Towns - 070720.pdf
-  10a - KWT - Local Places for Nature - 170720.pdf
-  10b - KWT - Local Places for Nature update TCC.pdf
-  10c - KWT - Wildflowers.jpg

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - July 2020 Newsletter & Coronavirus Update - 080720.pdf
-  02a - Daisy Bank - Opening - 100720.pdf
-  02b - Daisy Bank - Risk Assessment - re opening.pdf
-  03a - SpArC - A CAFÉ FOR SpArC - 260620.pdf
-  03b - SpArC - NEW SPIN BIKES FOR SpArC - 080720.pdf
-  03c - SpArC - IMG\_20200703\_093854712.jpg
-  03d - SpArC - LAST CHANCE FOR A CAFE AT SpArC - 100720.pdf
-  04a - Powys CHC - AGENDA July 2020 Executive Committee final - 140720.pdf
-  04b - Powys CHC - AGENDA July 2020 SPC part A - 140720.pdf
-  05 - Powys CC Arwain - Electric Vehicle Enterprise Start Up Summer Webinars - 100720.pdf
-  06 - Carnegie UK Trust - News July 2020 - 210720.pdf
-  07a - Play Wales - e-bulletin July 2020 - 010720.pdf
-  07b - Play Wales - Playday best play ideas and games - 140720.pdf
-  07c - Play Wales - Make a Big Noise for Playday - 210720.pdf