



**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 29th August 2018, 7.30pm
at Churchstoke Community Hall
the meeting in August being planning, finance and urgent matters only.**

1.0 Attendance, Apologies for Absence, Dispensations, and Declarations of

Members' Interests: to record attendance, to receive and resolve if desired on apologies for absence, 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 (papers 1a-b previously circulated).

Attendance: Cllr G Jameson, Cllr G Frost (item 6.0 onwards), Cllr M J Jones, Cllr J Jones, Cllr R K McLintock, Cllr B L Smith (Vice-Chairman), Cllr C P Smith, Cllr J N Wakelam, Cllr D N Yapp.

In the absence of the Chairman, the Vice-Chairman took the Chair.

The Vice-Chairman welcomed members of the public.

Apologies for absence approved by Council: None.

Other apologies for absence reported to meeting: Cllr D L Powell (Chairman), Cllr A Richards.

Other Members not present: None.

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

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

Agenda Number	Item	Councillor	Nature of Declaration
6.5	Planning Applications	M J Jones	Personal and prejudicial interest as a member of Powys CC Planning Committee
7.2	Amenities at Hyssington	G Frost	Personal and prejudicial interest as Chair of Hyssington Village Hall
7.2	Recreation Amenities at Hyssington	R K McLintock	Personal not prejudicial interest as the council's representative to Hyssington Village Institute

2.0 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.
None.

3.0 Minutes of Meetings: to approve & sign the minutes the minutes of:

3.1 Green Grants Committee Meeting 25th July 2018 at Churchstoke Community Hall (paper 3.1 previously circulated).

The minutes of the Green Grants Committee Meeting 25th July 2018 at Churchstoke Community Hall were reviewed.

RESOLVED:

The minutes of the Green Grants Committee Meeting 25th July 2018 at Churchstoke Community Hall are approved and signed as a correct record.

3.2 Full Council Ordinary Business Meeting 25th July 2018 at Churchstoke Community Hall (paper 3.2 previously circulated).

The minutes of the Full Council Ordinary Business Meeting 25th July 2018 at Churchstoke Community Hall were reviewed.

RESOLVED:

The minutes of the Full Council Ordinary Business Meeting 25th July 2018 at Churchstoke Community Hall are approved and signed as a correct record with the addition of:

- *(5.0) Electoral Matters Hyssington Ward: The Chairman reminded Members of the two remaining vacancies in Hyssington Ward following elections on 4th May 2017, and of publication of intent to co-opt. The Clerk reported that no expressions of interest have been received.*

4.0 Matters Arising from Minutes for Information: to report matters arising for information from:

4.1 Green Grants Committee Meeting 25th July 2018 at Churchstoke Community Hall.

None.

4.2 Full Council Ordinary Business Meeting 25th July 2018 at Churchstoke Community Hall

4.2.1 (14.1a) Churchstoke Playground Bins

Cllr C P Smith reported that she met the hall caretaker at the playground who confirmed that the bins are being emptied as contracted, though they fill quickly with plastic bottles and occasionally overflow, and therefore it had been unnecessary for the Clerk to write to the Churchstoke Recreation Association.

5.0 Electoral Matters: Hyssington Ward: further to the elections 4th May 2017 and the Declaration of Intent to Co-Opt dated 8th May'17, to receive nominations and to co-opt to fill the 2 remaining vacancies on the council for Hyssington Ward. The Chairman reminded Members of the two remaining vacancies in Hyssington Ward following elections on 4th May 2017, and of publication of intent to co-opt. The Clerk reported one expression of interest has been received.

RESOLVED:

CCC co-opts Mr Gary Frost of Gorsty House, Hyssington, to the council to fill one vacancy for a councillor for Hyssington Ward.

Action – Clerk to process
Action – Members to seek
for remaining vacancy

Mr G Frost signed the Declaration of Acceptance of Office and joined the meeting at this point.

The Vice-Chairmen welcomed Cllr G Frost to the Council.

6.0 Planning Matters:

6.1 Planning Specific Correspondence: to receive, and resolve if desired, planning specific correspondence:

6.1.1 A Member of the Public: Re P/2017/1076 Residential development of 28 dwellings, formation of estate road and all associated works/ infrastructure at Orchard Close, Churchstoke (paper 6.1.1 previously circulated).

Council received correspondence from a member of the public containing observations on how the county council dealt with planning application P/2018/1076. Noted.

6.1.2 Other Planning specific correspondence (if any) (papers 6.1.2a-c previously circulated)

a) Planning Aid Wales: training 'Responding to Planning Applications & Maximising your Community Influence', Tue 11th Sep'18 at Llanrwst. Noted.

b) Planning Aid Wales: training 'Responding to Planning Applications & Maximising your Community Influence', Mon 24th Sep'18 at Neath. Noted.

c) Planning Aid Wales: training 'Understanding Community Infrastructure Levy and Section 106 Contributions', Thu 18th Oct'18 at Caerphilly. Noted.

Action – Clerk to circulate documents post-meeting

6.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in the community council area if any.

The Clerk reported notification of planning determinations by Powys CC as follows:

Ref.	Site	Powys CC Decision
None.		

6.3 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 will be considered at the discretion of the Chair.

Ref.	Appellant	Site	Description
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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 will be considered at the discretion of the Chair.

Ref.	Applicant	Site	Description	rec.
None.				

6.5 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 will be considered at the discretion of the Chair.

Declarations of Members' Interests:

- Cllr M J Jones declared a personal and prejudicial interest and left the meeting for this item.

RESOLVED:

CCC responds to planning application consultations as follows:

Ref.	Applicant	Site	Description	rec.
18/0059/FUL	Rev Carol Whittock, Parochial Church Council, St Nicholas Church, Churchstoke	St Nicholas Church, Churchstoke	Installation of a new oil tank	S*

**18/0059/FUL: CCC supports the application provided that planning officers are satisfied that it meets regulations for oil tanks and supply, and that archaeological factors are taken into account.*

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 will be considered at the discretion of the Chair.

RESOLVED:

CCC responds to consultations on application for tree works as follows:

Ref.	Applicant	Site	Description	rec.
None.				

6.7 Planning Enforcement:

6.7.1 From Powys CC to CCC: to report for information, planning enforcement matters within the community

Ref./ Site	Description
None.	

6.7.2 From CCC to Powys CC: to report for information, planning enforcement matters within the community.

The Chairman invited Members to bring forward planning enforcement matters as follows:

Ref./ Site	Description
None.	

7.0 Urgent Matters Which Require Attention Before the September Meeting:

7.1 Consultation: Powys Teaching Health Board (PTHB) Shropshire NHS Future Fit: to receive the recommendations of the task group and to resolve a Council response to the consultation on NHS Future Fit proposals affecting hospital services in Shrewsbury and Telford (Cllr A Richards & Cllr C P Smith) (papers 7.1a-f previously circulated).

Cllr C P Smith reported for the Task Group and described its recommendations for a response to the consultation.

RESOLVED:

CCC approves the recommended response to the NHS Future Fit Consultation as set out by the task group in paper 7.1f.

Action – Clerk to process

The Vice-Chairman thanked the task group, supported by the Clerk, for bringing forward recommendations.

7.2 Recreation: Amenities at Hyssington: to receive and resolve if desired on the use of unused ringfenced funds remaining from the Churchstoke playground project to grant fund the Hyssington Village Institute to provide a recreation amenity gazebo for an outdoor meeting place on the recreation area at Hyssington (paper 7.2 previously circulated).

Declarations of Members' Interests:

- Cllr G Frost declared a personal and prejudicial interest and left the meeting for this item.
- Cllr R K McLintock declared a personal interest.

The Vice-Chairman reminded Members of the resolution in June to redirect unused ring-fenced funding from the Churchstoke playground into future recreation provision to be determined as soon as possible, and that Cllr R K McLintock had been asked to enquire with the Hyssington Village Institute regarding potential investment at Hyssington. Council received a formal letter of application for grant from the Hyssington Village Institute for an open wooden gazebo as an outdoor meeting space on the recreation area. Members noted the commitment in the request that a plaque stating that the gazebo was given by Churchstoke Community Council would be placed on the structure.

RESOLVED:

CCC grants £1,927.34 to Hyssington Village Institute for an open wooden gazebo as outdoor meeting space on the recreation area, to be funded from redirected unused ring-fenced funding from the Churchstoke playground.

Action – Clerk to process

7.3 Consultation: Powys CC & Growing Mid Wales Partnership: to receive the consultation, closing 28th Sep'18, and to resolve a task group to bring forward recommendations for a Council response to the September meeting (papers 7.3a-c previously circulated).

Council received consultation survey on Economic Action Plan and the Vice-Chairman referred Members to the consultation papers.

RESOLVED:

CCC does not wish to respond to the consultation but will promote it to others via the community council website.

Action – Clerk to process

7.4 OVW / SLCC Correspondence: to receive and resolve if desired items of correspondence from/via OVW/SLCC, which the Clerk brings to Members' attention before the September meeting.

7.4.1 Consultation: Welsh Government: Petroleum Extraction Policy in Wales (paper 7.4.1 previously circulated).

Council received the consultation, closing 25th Sep'18. Noted.

7.4.2 Consultation: National Assembly for Wales' Culture, Welsh Language and Communications Committee: 'Supporting and Promoting the Welsh Language: An inquiry into the legislative, policy and wider context' (paper 7.4.2 previously circulated).

Council received the consultation, closing 14th Sep'18. Noted.

7.4.3 Other OVW/SLCC Correspondence: to receive and circulate for information other correspondence received from/via OVW/SLCC as will be brought to the attention of the council by the Clerk.

The Clerk reported other 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 circulate documents post-meeting

7.5 General Correspondence: to receive and resolve if desired items of general correspondence, which the Clerk brings to Members' attention before the September meeting.

7.5.1 Independent Review Panel on Community and Town Councils in Wales: Outline Findings and Recommendations, and August Newsletter (papers 7.5.1a-c previously circulated).

Council received the Panel's Outline Findings & Recommendations and its August Newsletter. Noted.

7.5.2 Powys CC: Community Regeneration & Development Capital Grant Fund (paper 7.5.2 previously circulated).

Council received information on the Community Regeneration & Development Capital Grant Fund, for Capital projects to be completed by the 1st Mar'19. Noted.

7.5.3 Other General Correspondence: to receive and circulate for information other general correspondence as will be brought to the attention of the council by the Clerk.

The Clerk reported other correspondence, highlighting certain items – including the report of the June playground annual inspection – which will be circulated electronically post meeting where electronic copies are available, and set out in appendix 2.

Action – Clerk to circulate documents post-meeting

8.0 Finance:

8.1 Financial Year 2017-18 – to receive external audit report and opinion, if available, and to resolve to approve the Annual Return for conclusion of audit.

The Clerk reported that the external audit report and opinion for 2017-18 has not yet been received. The Clerk also reported that the auditor has asked for breakdown of the reduction in value of fixed assets, which has been dispatched.

8.2 Finance Specific Correspondence: to receive finance specific correspondence for information (if any).

None.

8.3 Items Received Since Last Meeting: to report.

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

Payer	Description	£
F Griffiths	Allotment rent Mar'18-Feb'19	53.54
NatWest Bank	Gross Interest Jul'18	1.58
Total		55.12

8.4 Items for Payment: to resolve to approve items for payment as follows:

The Clerk reported items for payment. Opinion was expressed that grass-cutting in Hyssington is not being undertaken as frequently as the contract requires.

RESOLVED:

CCC asks the Clerk to contact Greenfingers to request a breakdown of the cuts done in Hyssington.

Action – Clerk to process

RESOLVED:

CCC authorises payments as follows:

Chq	Payee	Description	£ex vat	£vat	£total
1144	Greenfingers Landscapes Ltd	Grounds Maintenance Jul'18 (invoice 34469)	337.50	67.50	405.00
1145	Churchstoke Bowling Club	Green Grant 2018	250.00	0.00	250.00
1146	Hyssington Village Institute	Green Grant 2018	250.00	0.00	250.00
1147	Knit for Life	Green Grant 2018	245.00	0.00	245.00
1148	Hyssington Village Institute	Funding Grant for Recreation Gazebo (see item 7.2)	1,927.34	0.00	1,927.34
<i>Sub-total for payment this meeting</i>			3,009.84	67.50	3,077.34
1149	E J Humphreys	Clerk net salary Jul'18	<i>Confidential employment sum</i>		

Action – Clerk to process

8.5 Financial Balances: to report consolidated balances to date after sweep, 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	30,722.49
Less consolidated ring-fenced funds	0.00	8881.49
Net balances available	1,000.00	21,841.00

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

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

- a) Cllr J N Wakelam: reported that dog training classes appear to be being held on the recreation field
- b) Clerk: reported that he has been made a Fellow of the Society of Local Council Clerks. The Vice-Chairman and councillors offered congratulations to the Clerk.

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

- a) Cllr R K McLintock: to consider the number and status of outstanding planning enforcement enquiries and reports made to the county council planning office.

Action – Clerk to collate
& on next agenda

9.3 Next meetings:

- a) Full Council Ordinary Business Meeting Tues 25th Sep 2018, 7.30pm at Hyssington.

10.0 Confidential Session Exclusion of Public and Press

10.1 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:











In accordance with the Public Bodies (Admission to Meetings) Act 1960 (2) the Council 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.

10.2 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 – 8.30pm.

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

-  7.4.1 - WGov - Consultation Petroleum Extraction Policy in Wales - 080818.pdf
-  7.4.2 - NatAss - Consultation Supporting & Promoting Welsh Lang - inquiry into legislative policy & wider context - 100818.pdf
-  7.4.3a - OVW - Training at Howey, Wrexham, & Machynlleth - 260818.pdf
-  7.4.3b - OVW - August 2018 News Bulletin - 230818.pdf
-  7.4.3c-1 - Motions for 29th September - One Voice Wales Conference and AGM - 240818.pdf
-  7.4.3c-2 - Motions for One Voice Wales AGM 29th September 2018.pdf
-  7.4.3c-3 - Flyer 2018 FINAL VERSION Eng.pdf
-  7.4.3d-1 - WGov - Decarbonisation consultation events - 290818.pdf
-  7.4.3d-2 - WGov - Decarbonisation events Agenda.pdf
-  7.4.3e - WGov - August Newsletter Outline Findings & Recommendations - 080818.pdf

Appendix 2: Other general correspondence received circulated post meeting

-  7.5.1a - WGov - CTC Review Panel August Newsletter - 070818.pdf
-  7.5.1b - WGov - CTC Review Panel 180807-independent-review-panel-en.pdf
-  7.5.1c - WGov - CTC Review Panel 180807-newsletter-august.pdf
-  7.5.2 - Powys CC CRDF info for Town & Community Councils 2018 - 070818.pdf
-  7.5.3a-1 - Letter to Community Councils re. Extra Play Inspections.pdf
-  7.5.3a-2 - Powys CC - RoSPA Inspections - 290818.pdf
-  7.5.3b-1 - Powys CC - Local Toilets Strategy for Powys - 240818.pdf
-  7.5.3b-2 - Public Toilets Strategy - mapping form Survey.pdf