



**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 August 2024 at 7.45pm**

at Churchstoke Community Hall and remotely on Zoom-Pro platform,
the meeting in August being planning, finance and urgent matters only.

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 J Jones, Cllr R K McLintock, Cllr B L Smith, Cllr C P Smith Cllr M A Whittall.

Attendance online: None.

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

Apologies for absence approved by Council: None

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

Other Members Absent: Cllr D N Yapp.

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 4a-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 Minutes of Previous Meetings

- 4.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 25th July 2024 (paper 4.1 previously circulated).
The minutes of the Ordinary Business Meeting 25th July 2024 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 25th July 2024 are approved and signed as a correct record.

- 4.2 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 25th July 2024.

None.

- 4.2.1 (11.5b) Highways Reports from CCC to Powys CC/ Shropshire Council Council noted that repairs to the A489 are complete.

5.0 Planning & Building Control

- 5.1 Planning & Building Control General Correspondence:

- 5.1.1 Planning Aid Wales: to receive, if any, the latest planning news and training opportunities (papers 5.1.1a-c previously circulated).
Council received details of training opportunities and latest news from Planning Aid Wales. The Clerk reminded Members the council has a training budget and invited Members to let him know if they wish to attend the training events.

Action – Members
to inform Clerk

- 5.1.2 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.

- 5.2 Powys CC Planning Policy: Replacement Local Development Plan (LDP) 2022-37.

- 5.2.1 Revised Delivery Agreement: to receive notice of revised delivery agreement (paper 5.2.1 previously circulated).
Council received the revised delivery agreement setting out the stages towards publication in September 2027.

- 5.2.2 Preferred Strategy consultation: to receive the consultation, closing 7th Oct'24, on Preferred Strategy with an opportunity to submit comments on the Candidate Sites Register, to resolve whether to respond and if so to elect a working party to bring forward recommendations at the meeting 26th Sep'24 (papers 5.2.2 previously circulated).
The Chair referred Members to the consultation and the Clerk reminded Council of the opportunity to be involved, on behalf of the community, in the preparation of the replacement LDP.

RESOLVED

CCC elects Cllrs M J Jones, B L Smith, C P Smith, M A Whittall to a working party to bring forward recommendations to the meeting 26th Sep'24.

Action – Cllrs with the Clerk

- 5.2.3 Settlement Profiles and Community Aspirations consultation: to receive the consultation, closing 7th Oct'24, on Settlement Profiles and Community Aspirations, to resolve whether to respond and if so to elect a working party to bring forward recommendations at the meeting 26th Sep'24 (papers 5.2.3a-c previously circulated).
The Chair referred Members to the separate consultation and the Clerk reminded Council of the importance of the community profile in helping determine the replacement LDP.

RESOLVED

CCC elects Cllr Cllrs M J Jones, B L Smith, C P Smith, M A Whittall to a working party to bring forward recommendations to the meeting 26th Sep'24.

Action – Cllrs with the Clerk

- 5.3 Powys CC Planning Decisions: to report notifications from Powys CC of planning decisions in the community council area including but not limited to those listed below. Later decisions will be reported at the meeting by the Clerk.

Ref.	Site	Powys CC Decision
None		

- 5.4 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			

- 5.5 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				

- 5.6 Planning Applications:

- 5.6.1 To receive, for information, representations regarding planning applications.
None.

- 5.6.2 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.
24/1092/LBC	Mr Hywel Rogers, Bacheldre Hall, Churchstoke	Barn at Bacheldre Hall, Churchstoke	Conversion and extension of paddock barn to dwelling together with internal and external works and alterations	S
24/1109/FUL	Mr and Mrs Owen & Mr and Mrs Salisbury, Little Meadow, Hall Bank, Churchstoke	Little Meadow, Hall Bank, Churchstoke	Erection of stable with fodder store	S
24/1171/HH	Mr B Redge, The Wetstones, Weston Road, White Grit, MInsterley	The Wetstones, Weston Road, White Grit, MInsterley	Conversion of attached garage into en-suite bedroom and erection of new outbuilding	S

Action – Clerk to process

5.7 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				

5.8 Planning Enforcement:

5.8.1 From enforcement authorities 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.

5.8.2 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.

6.0 Finance and Assets

6.1 Finance Specific Correspondence: to circulate for information such financial correspondence, if any, as will be brought to the attention of the council by the Clerk.
None.

6.2 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 Jul'24	38.66

Total	38.66
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6.3 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:

<i>Chq</i>	<i>Payee</i>	<i>Description</i>	<i>£ex vat</i>	<i>£vat</i>	<i>£total</i>
1645	Clear Insurance Management Ltd	Insurance 2024-25	394.85	0.00	394.85
1646	DT Ground Maintenance	Grounds maintenance Jul'24	1,445.00	289.00	1,734.00
1647	Gloversure Ltd	Email support re councillor leaving	28.00	2.60	33.60
1648	DT Ground Maintenance	Grounds maintenance Aug'24	1,445.00	289.00	1,734.00
1649	Gloversure Ltd	Enhancing email spam security	64.40	12.88	77.28
<i>Total to authorise for payment</i>			3,377.25	593.48	3,973.73
<i>To report items previously authorised or payment</i>					
1650	<i>E J Humphreys</i>	<i>Clerk net salary Aug'24</i>	<i>As employment contract</i>		
<i>Action – Clerk to process</i>					

6.4 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:

<i>Item</i>	<i>Current acc. £</i>	<i>Reserve acc. £</i>
Gross balances	1,000.00	21,981.74
Less consolidated ring-fenced funds	0.00	6,671.73
Net balances available	1,000.00	15,310.01

7.0 Urgent Matters Which Require Attention Before September

7.1 Electoral and Governance Matters

7.1.1 Hyssington Ward Vacancies Co-Option (declaration of intent to co-opt dated 8th Aug'22): 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. Members and the Clerk reported no further expressions of interest have been received.

7.1.2 Churchstoke Ward Vacancy (declaration of vacancy dated 3rd Aug'24): to receive information from the Returning Officer whether an election has been called.

The Chair reminded Council of the vacancy following the resignation of Mr Wakelam as community councillor. The Clerk reported information from the office of the Returning Officer that no election has been called and CCC now has a duty to give public notice and co-opt to fill the vacancy, and that there is already an expression of interest for Churchstoke ward.

- 7.1.3 Governance: to elect to vacant positions of special responsibility
The Clerk reminded Council of vacant positions of special responsibility consequential on the resignation of Mr Wakelam as community councillor.

RESOLVED

CCC, in view of the vacancies and expression of interest, postpones elections to positions of special responsibility for,

- a) *Budget preparation panel (1)*
- b) *Internal audit and financial scrutiny (1)*
- c) *Posting of information & notices to community notice board at Snead (1).*

7.2 External Consultations and Engagements

- 7.2.1 Welsh Government: Draft priorities for Culture 2024-2030, consultation closing 4th Sep'24: to receive and resolve the recommendation of the working group (papers 7.1a-c to follow).

The Clerk reminded Council of the consultation received at the July meeting and that Cllr M A Whittall and the Clerk have been unable to meet and there are no recommendations.

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

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

- a) Chair: reported he had the honour to represent the community council and the community at the formal opening of the paved area in the garden at St Nicholas House, cutting the tape in the company of residents, staff, guests and a town crier.
- b) Cllr R K McLintock: reported new watering can and water is needed at the cemetery.

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

- a) Cllr M A Whittall: informed that the waste recycling centre at Welshpool and Newtown may be moving to an appointment system. The Clerk advised fact finding before taking it to debate.
- b) Cllr B L Smith: reported council may need to commission works to bench and large gate at the cemetery.

- 8.3 Date of next meeting: 26th September at 7.30pm at Hyssington & online.

9.0 Confidential Session

- 9.1 Resolution to Exclude the Public and Press: Under the Public Bodies (Admission to Meetings) Act 1960 (2) to resolve 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 matters to be transacted it was not necessary to resolve members of the public and press be requested to leave the meeting.

- 9.2 Cemetery: Trees [confidential reason: commercial quotes]: to receive and resolve quotations for an Arboriculture Survey at the cemetery (paper 9.2a and confidential papers 9.2b-c previously circulated).

The Clerk reminded Members of the specification for an arboriculture survey at the cemetery, and there being no budget allocation. Council received and considered two quotations.

RESOLVED

CCC accepts the quotation of Future Arbor Ltd to the value of £530 for arboriculture survey of trees at the cemetery and there being no budget allocation of funds the work from reserves.

Action – Clerk to process

- 9.3 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.