



**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 Thursday 30th June 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: 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 Code of Conduct.

The Chairman welcomed Councillors and Clerk to the council's meeting and reminded attendees to show civility and respect to all throughout the meeting. The Chairman also welcomed the County Councillor for Churchstoke.

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

Attendance online: Cllr M J Jones, Cllr J N Wakelam.

Apologies for absence approved by Council: None.

Apologies for absence received: None.

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
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.

Cllr J N Wakelam joined the meeting at this point.

4.0 Minutes of Previous Meetings

- 4.1 To approve & sign the minutes as a correct record of the Annual Meeting 18th May 2022 (paper 4.1 previously circulated).
The minutes of the Annual Meeting 18th May 2022 were reviewed.

RESOLVED

The minutes of the Annual Meeting 18th May 2022 are approved and signed as a correct record.

- 4.2 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 18th May 2022 (paper 4.2 previously circulated).
The minutes of the Ordinary Business Meeting 18th May 2022 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 18th May 2022 are approved and signed as a correct record.

- 4.3 To report, for information purposes only, matters arising from the minutes of the Annual Meeting 18th May 2022

4.3.1 (8.2b) Budget Preparation Panel
The Clerk reported Cllr Richards has accepted.

4.3.2 (9.2a) Churchstoke CP School Governors
The Clerk reported Mr D N Yapp has accepted.

- 4.4 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 18th May 2022.

4.4.1 (5.0) Electoral Matters
The Clerk reported notices of co-option have been posted to website and notice boards, with a closing date for expressions of interest of 5pm, 8th Jul'22.

4.4.2 (9.2) Recreation Field
The Clerk reported quotations have been sought, and awaiting reply.

- 5.0 County Councillor & County Council Report:** to welcome the county councillor and to receive verbal updates for information on County Council matters.

The Chairman welcomed County Cllr D Bebb to the meeting. County Cllr Bebb reported matters he is dealing with:

- Hyssington Village Green: decision on registration outstanding
- Speeding Traffic: can be reported to County Speedwatch and to Operation Snap

- Flashing signs for traffic management
- B4385: surface repairs near RVW Pugh
- A489: crossing improvements opp. Orchard Close
- County Councillor Surgery Dates.

Action – Clerk to forward
Cty Cllr Bebb's written
report to Members

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 (papers 6.1.1a-c previously circulated).

Council received details of training opportunities. The Clerk reminded councillors that CCC has purchased online training licence for up to 20 users and to let him know if any require login credentials. Cllr M Whittall requested training login credentials

Action Clerk to process

- 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.

- a) Powys CC: Local Development Plan (LDP): the Clerk reported correspondence regarding initial Settlement Audit fact gathering in preparation for the next LDP, on which feedback is welcomed by 18th July.

Action – Clerk to reply
with facts and stats

- 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. Council received notice of Powys CC planning determinations as follows:

Ref.	Site	Powys CC Decision
21/1530/FUL	Pleasant View, Pentre	Approve
21/2081/FUL	Cwm Farm, Churchstoke	Approve
22/0642/HH	Little Argoed, 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.

RESOLVED

CCC responds to consultations on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
22/0855/FUL	Mr Paul Russell, Llanerch Farm, Hyssington	Llanerch Farm, Hyssington	Installation of a Solar PV Array comprising two rows of ground mounted panels	S
22/0953/HH	Mr & Mrs Tammegar, Padog Bach, Churchstoke	Padog Bach, Churchstoke	Erection of raised platform – retrospective	O*

**22/0953/HH: CCC notes that this is a retrospective application for a substantial structure already in place. It is of the view that the practice of 'build first seek permission later' rides roughshod over the planning process which other people are expected to observe, and which is intended for proper administration for the public good. For that reason, it objects strongly to the application.*

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.

Ref.	Applicant	Site	Description	rec.
None.				

7.0 HM The Queen's Platinum Jubilee

- 7.1 To report from the Churchstoke Recreation Association on the Jubilee celebration event at the recreation field 3rd Jun'22 (Cllr C P Smith).
The Chair invited Ms Di Somers of CRA to report. Ms Somers reported:

- A well-attended event of 350-400 people
- Recreation field left in good condition and CCC was thanked for making exclusive use of the field available free of charge
- Catering, Ice-Creams, Tombola all sold out
- Bouncy castle and obstacle course obtained from a local company
- PA System obtained free of charge
- Model trains in the community hall
- Feedback from members of the community is very positive and some enquiries for future events with potential collaboration with the community council.

The Chair reminded Members it is the 30th anniversary of the opening of the community hall next year, which might be a suitable focal point of another event.

The Chair thanked Ms Somers for the report and the CRA for the event.

- 7.2 To endorse the Clerk's delegated decision made between meetings for funding commitment to the Churchstoke Recreation Association of up to £200 for the event Magician and PA System (paper 7.2a-b previously circulated).
The Clerk reminded Members of CCC's decision (22nd Feb'22) to be open to providing some financial support to both electoral wards for public events to celebrate the Jubilee. The Clerk reported an approach from CRA (26th May'22) for financial support for a magician and for PA system, and that such a decision needed between meetings lies within the scope of the Scheme of Delegation.

RESOLVED

CCC endorses the Clerk's delegated decision for funding commitment to the Churchstoke Recreation Association of up to £200 for the event Magician and PA System.

The Clerk reported costs of magician were £120.00 and PA system was free of charge.

RESOLVED

CCC agrees, as PA System was free of charge, to pay £50 for cost of event photographer to bring the total grant to £170.

Action – Clerk to process

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, Council's nominee to FOTGAH, reported the decision is still outstanding at Powys CC.

9.0 Finance and Assets

- 9.1 Finance Specific Correspondence:

9.1.1 Independent Remuneration Panel for Wales (IRPW): to receive updated po-forma for reporting payments to Members of Community & Town Councils (paper 9.1.1a-b previously circulated).

Council received a reminder from IRPW that section 151 of the Local Government Measure 2011 requires Community and Town Councils to publish and send to IRPW the remuneration received by their members by 30th Sep'22, together with updated pro-forma.

Action – Clerk to process

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

9.2 Financial Year 2021-22

- 9.2.1 Internal Audit and Accounts 2021-22: to receive the Internal Audit report and to receive and approve the Financial Accounts 2021-22 (papers 9.2.1a-c previously circulated).
The Clerk presented the Financial Accounts and Internal Audit report for 2021-22 and invited Members' queries.

RESOLVED

CCC receives and notes the internal audit report and approves the Financial Accounts for 2021-22 as presented, with minor amendment to the explanation on the supporting statement of the valuation of long-term assets.

Action – Clerk to process

- 9.2.2 Annual Return of Accounting Statement & Statement of Assurance 2021-22: to approve the Annual Return for dispatch to the external auditor (paper 9.2.2 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 2021-22 as presented, and that the Annual Return and Statement of Assurance should now be dispatched 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.

- 9.3 Financial Year 2022-23: Appeals for Financial Assistance: to receive the Clerk's report & to resolve appeals/ donations for 2022-23 (paper 9.3 previously circulated).
Council received the Clerk's report and recommendations on appeals for financial assistance 2022-23.

RESOLVED

CCC authorises donations in 2022-23 according to budget as follows:

<i>Organisation</i>	<i>Donation 2022-23</i>	<i>Legal Power</i>
<i>Royal British Legion</i>	<i>£70</i>	<i>LGA 1972 S137</i>
<i>Wales Air Ambulance</i>	<i>£70</i>	<i>LGA 1972 S137</i>

<i>Total</i>	£140	
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9.4 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'22	1.95
M&G Investments	Charibond dividend Feb-Mar'22	0.55
A Bowkett	Allotments rents	41.78
D Doody	Allotment rent	30.00
Total		74.28

9.5 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
1467	E J Humphreys	Reimburse Zoom Pro May'22	11.99	2.40	14.39
1468	Gloversure Ltd	Investigate agendas admin not displaying	15.00	3.00	18.00
1469	Groundforce Landscape Ltd	Grounds Maintenance Contract - May 2022	816.14	163.23	979.37
1470	E J Humphreys	Reimburse Zoom Pro Jun'22	11.99	2.40	14.39
1471	HM Revenue & Customs	PAYE Q1 Apr-Jun'22	54.20	0.00	54.20
1472	Churchstoke Rec Association	Platinum Jubilee funding for Magician	120.00	0.00	120.00
1473	Lee Stephens	Internal audit 2021-22 accs.	121.00	0.00	121.00
1476	Churchstoke Rec Association	Platinum Jubilee funding for Photographer	50.00	0.00	50.00
<i>Total for authorisation this meeting</i>			1,200.32	171.03	1,371.35
<i>To report gross payments mandated by IRPW</i>					
1474	TM & SJ Boundy	Cllr allow'ce 1 Apr- 8 May'22	15.62	0.00	15.62
<i>Total gross payments mandated by IRPW</i>			15.62	0.00	15.62
<i>To report items previously authorised</i>					
DD	Public Works Loans Board	Playground loan 504503 instalment #13	1,525.19	0.00	1,525.19
1475	E J Humphreys	Clerk net salary Jun'22	<i>As employment contract</i>		

Action – Clerk to process

9.6 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	950.00	16,452.66
Less consolidated ring-fenced funds	0.00	6,005.78
Net balances available	950.00	10,446.88

10.0 Highways & Rights of Way

10.1 Highways & Rights of Way Specific Correspondence:

10.1.1 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

a) Powys CC: C2056 Hyssington, to receive notice of temporary road closure 26-27 Jul'22 (papers 10.1.1a 1-2)

Council received the notice of closure and diversion map.

b) Powys CC: C2055 Green Lane Churchstoke: to receive notice of temporary road closure 26 Jul'22 (papers 10.1.1b 1-2)

Council received the notice of closure and diversion map.

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) *Heblands road: large growth of Japanese Knotweed.*

Action – Clerk to process

11.0 Correspondence

11.1 One Voice Wales/ Society of Local Council Clerks: to receive and circulate for information such items of OVW/ SLCC correspondence as will be brought to the attention of the council by the Clerk

The Clerk reported 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

11.2 General Correspondence for Circulation: 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 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

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

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

- a) Chairman: a member of the public has reported overgrowth on footways between A489 and Cae Camlad, which he has reported to the county council. The Clerk reminded Members that enquires or reports of this nature are best reported directly by members of the public themselves or by community councillors, rather than delay until a community council meeting.
- b) Clerk: reminded Members the Green Grants Committee will be convened in July.

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

- a) Cllr C P Smith: Cemetery: possible alternative cheaper or more ecological ways of dealing with waste
- b) Cllr J N Wakelam: broken fence at the recreation field, near the goalposts (car park end)

12.3 Date of next meetings: Ordinary Business Meeting 28th Jul'22, 7.30pm, at Churchstoke Community Hall and Online.

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 – 8.50pm.

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

-  01 - OVW - JUNE JULY TRAINING DATES - 270622.pdf
-  01b - OVW - Bursary letter up to Feb 2022-23 - £100.pdf
-  02a - OVW - Montgomery Area Committee 20.6.22 - 070622.pdf
-  02b - OVW - DRAFT minutes Montgomery AC 5.4.22.pdf
-  02c - OVW - Agenda Montgomery AC inc AGM 20th June 2022.pdf
-  03 - OVW - Applications NOW OPEN - 090622.pdf
-  04a - OVW - Brecknock Wildlife Trust Apple pruning day - 190522.pdf
-  04b - OVW - 20220613 Apple Pruning Day.pdf
-  05a - OVW - Hello & welcome from Local Places for Nature officer - 210622.pdf
-  05b - OVW - Introductory letter LPfN 2022-2023.pdf
-  06a - OVW - WalesNatureWeek - 220622.pdf
-  06b - OVW - Wales Nature Week Briefing Pack ENG.pdf
-  07a - UK Gov - Community Ownership Fund announcement of further funding - 200522.pdf
-  07b - UK Gov - COF Round 2 EOI Launch - 100622.pdf
-  08a - WTC - Young Traders Market - 200622.pdf
-  08b - WTC - 2022-06-16 16.09.30.pdf
-  09 - Powys PSB - 2022-06-23 PSB Agenda pack - 160622.pdf
-  10 - NRW - NRW Board Recruitment - 090622.pdf
-  11a - OPCW - Information Update - 240622.pdf
-  11b - Age Cymru - Summer 2022 Newsletter ENG.pdf
-  12a - Ystadau Cymru - Newsletter - Edition 6 - 150622.pdf
-  12b - ystadau-cymru-newsletter-edition-6.pdf
-  13a - OPCW - Age Friendly Communities in Partnership Webinar 29-06-22 - 270522.pdf
-  13b - OPCW - 2022-06-29 - AFC Webinar Invite (eng).pdf
-  14 - WGov - Invite Celebrating Rural Wales Event 9th & 10th June 2022 - 070622.pdf
-  15 - WGov - National Forest for Wales funding announcement - 140622.pdf
-  16 - WGov - Good Councillors Guide Welsh Gov 13.06.22 - 1400622.pdf
-  17 - WGov - LG&E Act 2021 Welsh Gov statutory-guidance 13.06.22 - 140622.pdf
-  18 - WGov - Vacant roles Board Member x6 Natural Resources Wales (NRW) - 210622.pdf
-  19 - WGov - Shaping Wales' Future - 220622.pdf
-  20a - Powys CC Arwain - Community Venue Fund Applies - Broadband presentation - 290...
-  20b - Powys CC Arwain - CVF Guidance (ENG).pdf
-  20c - Powys CC Arwain - Powys CC Digital connectivity PowysCC.pdf
-  20d - Powys CC Arwain - Community Venue Fund for Equipment Application Form - ENG....

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - News from Russell George MS - 110622.pdf
-  02a - SpArC - SUCCESSES - 190522.pdf
-  02b - SpArC - CALLING ALL GARDENERS! - 260522.pdf
-  03 - DP Police - Cyber Resilience Centre For Wales - 240522.pdf
-  04a - SaTH - Community events at The Shrewsbury and Telford Hospital NHS Trust - 270522.pdf
-  04b - SaTH - Find out latest from Shrewsbury & Telford Hospital NHS Trust - 090622.pdf
-  05a - WGov - For the attention of Chair – letter from Minister for Finance & Local Government - 160622.pdf
-  05b - WGov - Final - Letter from MFLG to CTCs re the Finance and Governance Toolkit - E.pdf
-  06 - Powys CC - Quarterly PCC TCC meetings - 220622.pdf
-  07a - RWT - RWT research project - 140622.pdf
-  07b - RWT - questions for town and community councils.pdf
-  08a - Care & Repair Powys - Mamwlad Project Introduction - 070622.pdf
-  08b - Care & Repair Powys - Mamwlad Z-fold Mar22 5mm bleed.pdf
-  09a - Dyslexia Powys - We would be delighted if you would share this with as many people as possible - 270622.pdf
-  09b - Dyslexia -Powys - signposting 1.pdf
-  10 - CCBC - CENTENARY CELEBRATIONS - 210622.pdf
-  11 - Powys CC - Shared Prosperity Fund Consultation Exercise Powys & Ceredigion - 150622.pdf
-  12a - PAVO - Community Connectors Meeting 14 JUN'22 - 200622.pdf
-  12b - PAVO - Network Meeting Agenda 14 June 2022.pdf
-  12c - PAVO - Network Meeting 14 June 2022 - Notes (2).pdf
-  12d - PAVO - wellness x 3 poster[42].pdf
-  13a - Powys CHC - Powys CHC Newsletter - Issue 8 - May 2022 - 010622.pdf
-  13b - Powys CHC - Newsletter Issue 8.pdf
-  14a - Powys CHC - Notice of Powys CHC Full Council Meeting 7th June 2022 - 010622.pdf
-  14b - Powys CHC - Agenda Full Council 07.06.22.pdf
-  15a - Powys CHC - Notice of Powys CHC AGM 7th June 2022 - 010622.pdf
-  15b - Powys CHC - Agenda - AGM 07.06.22.pdf
-  16 - Play Wales - June e-bulletin - 220622.pdf