



**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

E J Humphreys MA Oxf, BA(Hons) 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 31st July 2025 at 7.30pm**
at Hyssington Village Hall and remotely on Zoom-Pro platform.

Due to difficulties with equipment, the start of the meeting was delayed to 8pm.

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 R K McLintock, Cllr A Richards, Cllr B L Smith, Cllr C P Smith, Cllr R K Steel (item 5 onwards), Cllr M A Whittall, Cllr D N Yapp.

Attendance online: Cllr D Bebb.

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 reported to Council: Cllr E Evans.

Apologies for absence received not reported to Council: Cllr J Jones.

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
15.2	Recreation Entrance Road	D Bebb	Personal interest as one of the companies that have provided a

			quotation carries out works for me as a sub-contractor
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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 & Governance 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 Notice of Co-Option. The Clerk reported one application received.

RESOLVED

CCC co-opts Mr Bob Steel to the vacancy for Hyssington Ward.

Action – Clerk to process

The Chair welcomed Mr Steel to the community council. Mr Steel signed 'Acceptance of Office' and joined the meeting as councillor at this point.

5.0 Minutes of Previous Meetings

5.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 26th June 2025 (paper 5.1 previously circulated).

The minutes of the Ordinary Business Meeting 26th June 2025 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 26th June 2025 are approved and signed as a correct record, with one amendment,

- *(15.2) Recreation: Entrance Road: the addition of the resolution and a post meeting note.*

5.2 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 26th June 2025.

None.

6.0 County Councillor & County Council Report: to welcome the local county councillor and to receive updates and exchange information on county council matters insofar as they affect the Churchstoke community as follows:

6.1 Anti-Poverty Locality Fund 2025/26: to recap information, and to resolve CCC's input/support/endorsement for consideration by the county councillor for use of the funds allocation for the electoral division of Churchstoke (paper 6.1 previously circulated).

The Chair invited Cty Cllr D Bebb to describe the scheme. Cty Cllr D Bebb introduced the scheme and referred Members to the terms of reference outlining the grant fund to be spent in the community and seeking ideas from CCC before the submission deadline 30th September.

Cllr D N Yapp joined the meeting during this item.

Members offered suggestions including Little Explorers, Pre-School Flying Start, and Teas and Tots

Action – Cllrs to send suggestions & ideas directly to cllr.danny.bebb@powys.gov.uk

6.2 To receive an update on other general matters being dealt with by the county councillor (paper 6.2 previously circulated).

Cty Cllr D Bebb referred members to his written report which highlighted,

- School Transport changes
- Access to Roundton Hill National Nature Reserve.

7.0 Planning & Building Control

7.1 Planning & Building Control General Correspondence:

7.1.1 Planning Aid Wales: to receive, if any, the latest planning news and training opportunities (inc. paper 7.1.1a-b previously circulated). Council received latest news and training opportunities.

7.1.2 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 Decisions: to report notifications from Powys CC of planning decisions in the community council area, if any (papers 7.2a-b previously circulated).

The Clerk reported notifications from Powys CC of planning decisions in the community council area as follows:

Ref.	Site	Powys CC Decision
25/0660/HH	Claerwen, Churchstoke	Refused
25/0742/HH	1 Moonlight Barn, Snead	Approve
25/0552/FUL	Shepherds Whym Farm, Bishops Castle	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.

Ref.	Applicant	Site	Description	rec.
None				

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 of planning applications as follows,

Ref.	Applicant	Site	Description	rec.
25/0953/VAR	Mr & Mrs Evans, Oak Haven Cottage, Priest Weston	Oak Haven Cottage, Priest Weston	Application to discharge S106 agreement attached to permission M23339 in respect to all planning obligations	N
25/0965/DEM	Mr Jim Knight, Powys County Council Housing Services, County Hall, Llandrindod Wells	Land Adjacent to Fir House, Churchstoke	Demolition of barn	S

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 (paper 7.7.1a previously circulated).
- a) Powys CC BOC/25/0129 at Heather Cottage, Old Churchstoke: the planning enforcement officer reports they have attended the site and closed the case down as officers consider that the use of the garage as a bedroom is allowed under permitted development as the new use is ancillary to the main dwelling. The Clerk reminded CCC that its report did not mention use of a garage as bedroom and indicated he has sought clarity, awaiting reply.
- 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 Keep Wales Tidy grants: a discussion led by Cllr C P Smith which may lead to a proposal for decision to be brought to the August meeting (Cllr C P Smith). Cllr C P Smith summarised her research into KWT grants available for wildlife and garden packs and other grants for woodland trees and shrubs for schools and communities, and suggested that CCC might like to consider preparing an application for approval at the September meeting. Members noted it may need considerable effort to prepare a successful application.

RESOLVED

CCC will consider a grant application in September.

Action – for September agenda

Action – Cllr C P Smith to send details to Clerk

9.0 Representatives to Outside Bodies: to receive reports, if any, for information

- 9.1 Vale of Montgomery Rural Cluster: to report from the annual and quarterly meeting 9th Jul'25 (Cllrs M Whittell & J Jones) (paper 9.1 previously circulated). Cllr M Whittall reported he was unable to participate remotely in the meeting due to broadband stability from the Montgomery Institute. The Clerk indicated he would circulate the draft minutes of the meeting, recently received.

Action – Clerk to process

10.0 Consultations & Engagements

- 10.1 Powys Teaching Health Board (PTHB): to report the next online briefing 12th Aug on the proposed Health & Wellbeing Campus and to elect a representative to attend and report back from this and future briefings. The Clerk reminded Council of the opportunity to join the briefings.

RESOLVED

CCC elects Cllr Bob Steel to attend the PTHB briefing on 12th August on the proposed Health & Wellbeing Campus, and to same topic briefings thereafter.

Action – Cllr R K Steel

- 10.2 Powys CC: Sustainable Powys: to receive follow up information from the last meeting including a Sustainable Powys hub for community & town councils at <https://www.haveyoursaypowys.wales/hub-page/ptcch> (paper 10.2 previously circulated). The Clerk reported follow up information from the last meeting including a Sustainable Powys hub for community & town councils at <https://www.haveyoursaypowys.wales/hub-page/ptcch>. Noted.

11.0 Finance and Assets

11.1 Finance Specific Correspondence:

- 11.1.1 M&G Investments: to note the closure of the M&G Charibond Charities Fixed Interest Fund and to endorse the Clerks option to redeem the investment of 100 units totalling £108.39 (paper 11.1.1 previously circulated).

The Clerk reported M&G Investment's decision to close the Charibond as an investment fund.

RESOLVED

CCC endorses the Clerk's action to redeem the investment of 100 units totalling £108.39.

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

11.2 Items Received Since Last Meeting: to report for information.

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

Payer	Description	£
HMRC	Vat reclaim 2024-25	2,214.87
NatWest Bank	Gross interest Jun'25	25.76
M&G Investments	Charibond redemption	108.39
W J Morris Funeral Serv	Cemetery ashes & excl right fee (plot 318)	285.00
A member of the public	Cemetery excl. right of burial fee (plot 390)	190.00
Total		2,824.02

11.3 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:

Chq	Payee	Description	£ex vat	£vat	£total
1712	Lee Stephens	Internal Audit 2024-25 accounts	125.00	0.00	125.00
1713	Void	Void	0.00	0.00	0.00
1714	DT Ground Maint	Grounds maint Jun'25	1,470.00	294.00	1,764.00
1715	Powys CC	Cemetery bin Jun'25	20.20	0.00	20.20
1716	Powys CC	Rec Field bin Jun'25	20.20	0.00	20.20
1717	Vale of Mont Rural Cluster of Councils	Subscription 2025-26	250.00	0.00	250.00
<i>Total authorised for payment</i>			<i>1,885.40</i>	<i>294.00</i>	<i>2,179.40</i>

To report items previously authorised for payment

1718	E J Humphreys	Clerk net salary Jul'25	<i>As employment contract Action – Clerk to process</i>		
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11.4 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 1st Apr to 30th Jun'25 as follows:

Fund	Number of shares	Share Price (p)	Value at 30/06/2025 (£)
Charibond	100	0	0

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	23,540.81
Less consolidated ring-fenced funds	0.00	6,439.75
Net balances available	1,000.00	17,101.06

12.0 Highways & Rights of Way

12.1 Highways: to receive for information notifications & diversion maps for works already actioned.

None.

12.2 Highways: to receive for information notifications & diversion maps for works to be undertaken.

None.

12.3 Highways: to receive for information such other items of highways and rights of way correspondence as will be brought to the attention of the council by the Clerk.

None.

12.4 Rights of Way: to receive for information such items of rights of way correspondence, if any, as will be brought to the attention of the council by the Clerk.

None.

12.5 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.

RESOLVED

CCC reports for the attention of the highways authorities as follows

a) A490: to enquire regarding intent and progress on the Marrington Dingle landslip.

Action – Clerk to process

13.0 Correspondence, Feedback and Invitations

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

13.1.1 OVW Innovative Practice Conference: to receive feedback on attendance 2nd July 2025 (Clerk) (paper 13.1.1 previously circulated).
The Clerk reported no CCC councillors had attended and reported on attendance for another council, highlighting,

- Democratic health of the community & town council sector
- Future role and responsibilities of community & town councils
- Community asset transfers good practice.

The Clerk indicated he would circulate the post-conference report.

Action – Clerk to process

13.1.2 OVW: Constitution: to receive information on changes to the constitution and to resolve a representative, and substitute representative to attend an extraordinary general meeting at 4pm on Wed 3rd Sep'25 (papers 13.1.2a-c previously circulated).

Council received information regarding changes to the arrangements for EGM and the NEC and invitation to elect a representative to attend an extraordinary general meeting at which the changes will be debated and resolved

RESOLVED

CCC elects Cllr M J Jones as representative to attend an extraordinary general meeting at 4pm on Wed 3rd Sep'25.

Action – Clerk to process

Action – Cllr M J Jones to attend

- 13.1.3 OVW: to report the receipt of various Practice Development Notes and Guidance for information (papers 13.1.4a-f previously circulated).

Council received practice notes as follows,

- a) (13) Report Format
- b) (2) Member Allowances Actions 2025.

- 13.1.4 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 OVW/SLCC 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

13.2 General Correspondence

- 13.2.1 Powys CC: to receive and resolve on the recommendation of the Powys Standards Community Sub-Committee that each town and community council takes up an offer of a recording of training on the Code of Conduct (paper 13.2.1 previously circulated). Council received the recommendation. The Clerk advised that the modest fee would secure a useful resource for the community council

RESOLVED

CCC agrees to accept the offer of a recording of training on the Code of Conduct at cost of £30.

Action – Clerk to process

- 13.2.2 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.

The Clerk reported other 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

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

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

- a) Clerk: Community Grants Committee will be convened in August.

- 14.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
- a) Cllr D N Yapp: use of the recreation field for football clubs based elsewhere.

- 14.3 Date of next meetings 28th Aug'25, 7.30pm, at Hyssington & online
- Community Grants Committee
 - Ordinary Business Meeting, the meeting in August being Planning, Finance and Urgent matters only.

15.0 Confidential Session

- 15.1 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.

- 15.2 Recreation: Entrance Road: [confidential reason: commercial quotations]: to receive and resolve quotations for resurfacing works (papers 15.2a-b previously circulated).

- 15.2.1 Rescinding previous resolution: pursuant to standing order 7a to report written notice from 4 councillors and to resolve to rescind the previous resolution awarding the contract on the grounds that it was erroneously made prior to closing date.

The Clerk confirmed that written notice from 4 councillors and to resolve to rescind the previous (June) resolution awarding the contract, on the grounds that it was erroneously made prior to closing date.

RESOLVED

CCC rescinds the previous resolution 26th Jun'25 awarding the contract, pursuant to standing order 7a, on the grounds that it was erroneously made prior to closing date.

- 15.2.2 To receive and resolve quotations for resurfacing works (papers 15.2.2a-c).

The Clerk reminded Council of the specification for works and the lack of budget allocation. Council received two quotations.

RESOLVED

CCC accepts the quotation of MP Paver Hire & Surfacing Ltd for option 2 'resurfacing in full', to the value of £6,460 plus vat, with funding to be taken from reserves.

Action – Clerk to process























- 15.3 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.











































- a) Cllr C P Smith as CCC's representative to the Churchstoke Recreation Association (CRA) reported changes of officers made at the CRA meeting 15th Jul'25.

Meeting ended – 9.15pm.

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

-  01 - OVW - E Bulletin - Rhifyn 6 - 070725.pdf
-  02 - OVW - One Voice Wales E-Bulletin edition 7 - 180725.pdf
-  03 - OVW - FINANCIAL ASSISTANCE FOR COUNCILLOR TRAINING WITH OVW - 310725.pdf
-  04a - OVW - National Forest Landscape Scheme 2025-27 - 090725.pdf
-  04b - OVW - **Webinar** - National Forest Landscape Scheme 2025-27 - 150725.pdf
-  05a - OVW - **Meadow Street Community Garden Visit 7.7.25** - 300625.pdf
-  05b - OVW - WNW 2025 Meadow Street (1).pdf
-  06 - OVW - Reminder Upcoming Online Event from Cost of Living Crisis Support Team - 090725.pdf
-  07 - KWT - Tidy Wales Awards 2025 - last chance to apply - 010725.pdf
-  08 - KWT - Reusable Cup Schemes Survey & Event 28 Jul'25 - 230725.pdf
-  09 - PSOW - Public Services Ombudsman for Wales quarterly newsletter April-June - 090725.pdf
-  10 - WLGA - Child Poverty Strategy Wales Lived Experience Engagement Exercise - 270625.pdf
-  11 - Ystadau Cymru - Book Now Workshop - Decarbonising the Built Estate - 150725.pdf
-  12 - TFW - Bulletin June 2025 - 160725.pdf
-  13 - OPCW - July-2025-Newsletter.pdf
-  14 - WGov - Vacancy - Public Appointments - 290725.pdf
-  15 - WGov - Eisteddfod Poster to promote Q & A Social Care - 300728.pdf
-  16 - WGov - Written Statement - T&CC Digital Health action plan update - 170725.pdf
-  16a - WGov - Digital health of community and town councils report - 170725.pdf
-  16b - WGov - Digital Health of community and town councils Action Plan Summary - 170725.pdf
-  17 - UKCEH - SLM - Indicators & Targets Workshop 04-08-2025 - 290725.pdf
-  18 - Yscir CC - Clerk job advert (long) - 100725.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - July Newsletter - 020725.pdf
-  02 - R George MS - Funding Fair Event 24th Oct'25 - 250725.pdf
-  03a - Llais - IMPACT - Llais monthly newsletter - 180725.pdf
-  03b - Llais - For information Health Board Approves Continuation of Temporary Service Changes - 310725.pdf
-  04 - OPCC - PCC Letter of Thanks - Annual Report 24-25 - 290725.pdf
-  05 - Cultivate - Powys Food Map - please check - 290725.pdf
-  06 - Welsh Ambulance Services - Invitation to Trust's AGM & Board Meeting - 180725.pdf
-  07a - SpArC - SpArC HOLIDAY OFFER - 100725.pdf
-  07b - SpArC - HEALTHY LIFE - 140725.pdf
-  08a - CAHA - Neuadd Maldwyn Open Day - 300625.pdf
-  08b - CAHA - 41007_CLWA_ClwydAlyn_A4_Flyer_Jun25_PRINT.pdf
-  08c - CAHA - 41007_CLWA_ClwydAlyn_Neuadd_Maldwyn_4 page brochure_ENG_Jun25v3.pdf
-  09a - PTHB - Information about Waiting Times - 270625.pdf
-  09b - PTHB - Wales Waiting Times Poster.pdf
-  10a - PTHB - Have Your Say Poster - 010725.pdf
-  10b - Poster for Ticket Tailor Online Workshop _bi.png
-  10c - PTHB - Poster-DropIn EN - 010725.pdf
-  11a - PTHB - Better Together in Powys - 080725.pdf
-  11b - PTHB - Poster-HaveYourSay EN - 080725.pdf
-  11c - PTHB - 250609-BetterTogether-Engagement Document - 080725.pdf
-  12 - PTHB - Better Together - Health & Wellbeing Campus online briefing 12th Aug 10-11.30am - 080725.pdf
-  13 - PTHB - Board Meeting will consider next steps on Temporary Services Changes - 250725.pdf
-  14 - PTHB - News from the North Powys Wellbeing Programme - 290725.pdf
-  15 - PTHB - Health Board Approves Continuation of Temporary Service Changes - 300725.pdf
-  16 - Powys CC - Standards Committee Annual report 2024-2025 - 300725.pdf
-  17 - MCRA - Plas Dolerw - developing its strategy - 040725.pdf
-  18 - PAVO - Welshpool Llanfair Montgomery Locality Network Mtg 4 Sep'25 at 10.30am - 020725.pdf
-  19 - PAVO - Community Conversations Shaping the Future of Powys Communities - 030725.pdf
-  20 - PAVO - gro brain babay posters-combined - 110725.pdf
-  21 - PAVO - Evaluation of Locality Network Meetings - 220725.pdf
-  22a - MWWFRS - Calon Tân Magazine Summer 2025 - 040725.pdf
-  22b - MWWFRS - Join the Crew at Llandeilo Fire Station – Make a difference - 040725.pdf
-  22c - MWWFRS - Appoints Senseia to Support its Journey Towards Cultural Transformation - 100725.pdf
-  22d - MWWFRS - Narberth Open Day - 170725.pdf
-  22e - MWWFRS - British Red Cross to Assist MWWFRS During Emergencies - 240725.pdf
-  22f - MWWFRS - Become a Fire Cadet at Newtown Fire Station - 250725.pdf
-  23a - SaTH NHS Trust - GetInvolved with SaTH - 100725.pdf
-  23b - SaTH NHS Trust - Have your say on new healthcare facilities - 170725.pdf
-  23c - SaTH NHS Trust - Last chance to register for this week's events at your hospital - 280725.pdf
-  24a - Play Wales - July e-bulletin - 160725.pdf
-  24b - Play Wales - Playwork Principles – playwork sector announcement - 010725.pdf
-  25 - Llinos Jones - Assistance to understand active travel in rural Wales - 010725.pdf