



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

**MINUTES of COUNCIL ORDINARY BUSINESS MEETING**

**on Thursday 31<sup>st</sup> August 2023 at 7.50pm**

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 obligations of the Code of Conduct.

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

Attendance online: Cllr D Bebb.

The Chair welcomed Councillors and Clerk 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 J N Wakelam, Cllr M A Whittall.

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 2a-b previously circulated).

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

Agenda Number	Item	Councillor	Nature of Declaration
5.5.2	Planning Applications	A Richards	Personal and prejudicial interest in application 23/0673/FUL with applicant renting ground

**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](mailto: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 27<sup>th</sup> July 2023 (paper 4.1 previously circulated).  
The minutes of the Ordinary Business Meeting 27<sup>th</sup> July 2023 were reviewed.

RESOLVED

*The minutes of the Ordinary Business Meeting 27<sup>th</sup> July 2023 are approved and signed as a correct record.*

- 4.2 To approve & sign the minutes as a correct record of the Planning Committee Meeting 17<sup>th</sup> August 2023, the committee comprising all councillors (paper 4.2 previously circulated).

RESOLVED

*The minutes of the Planning Committee Meeting 17<sup>th</sup> August 2023 are approved and signed as a correct record.*

- 4.3 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 27<sup>th</sup> July 2023.

4.3.1 (8.1) Recreation: Playground

The Clerk reported the offer price is only available in blue so in the interests of economic use of public funds will proceed with two blue bins rather than one red and one green.

4.3.2 (9.1) Cemetery: Refuse Collection

The Clerk reported the service has been requested and is awaiting a site visit by the county council commercial waste officer.

4.3.3 (13.2) Highways Reports

a) B4388 Forden Road, Montgomery: the Clerk reported Powys CC replies the developer has received the necessary consent from highways to slightly narrow the carriageway in order to provide the new footway, whilst retaining much of the existing hedgerow and tree. The carriageway still retains sufficient width to convey traffic safely at this location and steps will be taken to ensure that the developer removes the exiting white lining before applying fresh lining to better reflect the amended layout.

b) U2707 Alport Footbridge: the Clerk reported that the footbridge has been repaired and reopened so no defect report was necessary.

c) Footpath 5: the Clerk reported the defect appears to be one footbridge but two slats.

4.3.4 (9.1) Cemetery: Works to Trees

The Clerk reported only one requote was received and the contract has been awarded to Mr J Jones to the value of £600.

4.4 To report, for information purposes only, matters arising from the minutes of the Planning Committee Meeting 17<sup>th</sup> August 2023.

4.4.1 (6.2) Planning Applications

The Clerk reported the Powys CC planning portal shows application 23/0847/OUT as withdrawn.

## 5.0 Planning & Building Control

5.1 Planning & Building Control General Correspondence:

5.1.1 Planning Aid Wales: to receive latest planning news and training opportunities (if any).  
None.

5.1.2 Other 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 Determinations: to report from Powys CC notifying the community council of planning decisions in the community council area (if any).

Ref.	Site	Powys CC Decision
None.		

5.3 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			

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:

5.5.1 To receive, for information, representations regarding planning application consultations (if any).  
None.

5.5.2 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.

### Declaration of Members' Interests

- Cllr A Richards declared a personal and prejudicial interest in application 23/0673/FUL and left the meeting for this item.

RESOLVED

*CCC responds to consultation on planning applications as follows:*

<i>Ref.</i>	<i>Applicant</i>	<i>Site</i>	<i>Description</i>	<i>rec.</i>
23/0673/FUL	J Meddins & Son, Lynwood, Churchstoke	Lynwood, Churchstoke	Erection of agricultural livestock building and all associated works	S

Action – Clerk to process

- 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.

<i>Ref.</i>	<i>Applicant</i>	<i>Site</i>	<i>Description</i>	<i>rec.</i>
None				

5.7 Planning Enforcement:

- 5.7.1 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.

- 5.7.2 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.

**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:

<i>Payer</i>	<i>Description</i>	<i>£</i>
ME & A Hughes	Cemetery memorial fee plot 470	190.00
A Hall	Allotment rent Mar'23-Feb'24 plot 2	30.00
R G Peate	Cemetery burial & ex. right fees plot 315	380.00
F Griffiths	Allotment rent Aug'23-Feb'24 plot 2	17.50
R G Peate	Cemetery burial & ex. right fees plot 489	380.00
NatWest Bank	Gross interest Jul'23	29.17
Total		1,026.67

- 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>
1564	Groundforce Landscape Ltd	Grounds Maintenance Contract – Jul 2023	816.14	163.23	979.37

1565	Ch'stoke Rec Assoc	Room Hire May-Jul'23	46.40	0.00	46.40
1566	R G Peate	Re-imburse overpay cem. fee (plot 490) 26 <sup>th</sup> Jun'23	10.00	0.00	10.00
1567	H Arden	Re-imburse overpay allot. rent (plot 13) 13 <sup>th</sup> Mar'23	5.00	0.00	5.00
1568	E J Humphreys	Admin expenses Apr-Jun	186.12	13.67	199.79
<i>Total for authorisation this meeting</i>			<b>1,063.66</b>	<b>176.90</b>	<b>1,240.56</b>

*To report items previously authorised*

1569	E J Humphreys	Clerk net salary Aug'23	<i>As employment contract</i>		
			Action – Clerk to process		

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:

Item	Current acc. £	Reserve acc. £
Gross balances	1,397.50	23,155.94
Less consolidated ring-fenced funds	0.00	5,866.91
Net balances available	1,397.50	17,289.03

## 7.0 Urgent Matters Which Require Attention Before the September Meeting

7.1 Consultation: Mid & West Wales Fire and Rescue Service: Have your say survey: to receive the consultation (no closing date specified), to resolve whether to respond, and if so to elect a working party to bring forward recommendations to the September meeting (papers 7.1a-b previously circulated).

The Chairman referred Members to the consultation documents.

### RESOLVED

*CCC does not wish to respond to the consultation, but encourages Members and members of the public to do so individually.*

## 7.2 Correspondence

7.2.1 One Voice Wales (OVW)/ Society of Local Council Clerks (SLCC): 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 other 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

7.2.2 General Correspondence: 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

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













- 8.1 Chairman's announcements: to receive for information announcements from Chairman, Members and the Clerk.
- a) Cllr R K Mclintock: reported a successful barbecue for 60 persons to mark the registration of village green at Hyssington and the closure of FOTGAH bank account with residual funds donated to Hyssington Village Institute ring fenced to support for the village green.
- 8.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas.
- a) The Clerk: bench at Belle Vue
  - b) Cllr C P Smith: report from Outside Bodies (Churchstoke Recreation Association).
- 8.3 Date of next meetings: Ordinary Business Meeting 28<sup>th</sup> Sep'23, 7.30pm, at Hyssington.

## **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 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.  
The Clerk reported there being no confidential business to consider no resolution is required.
- 9.2 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 – 8.25pm.

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

 01a - OVW - AUGUST & SEPTEMBER 2023 TRAINING DATES - 250823.pdf	(
 01b - OVW - Overview Modules Jan 2018 ENG.pdf	(
 02 - Powys CC - Powys Town & Community Councils Environment & Nature Event 14th Jun'23.pdf	(
 03 - PSOW - Annual Report 2022 23 - 140823.pdf	(
 04 - NRW - Delivery of the Nature Networks Map - 010823.pdf	(
 05 - UK Gov - The Community Ownership Fund- Round 3 Window 1 - 010823.pdf	(
 06 - Ystadau Cymru - ystadau-cymru-newsletter-edition-9 - 230823.pdf	(
 07 - APSE - Online Seminars - Making space for nature in our burial grounds - 300823.pdf	(
 08a - SFG - Community Green Spaces - nominations call out - 150823.pdf	(
 08b - SFG - Community Green Spaces Nomination CALL OUT 24.pdf	(
 09a - Wye Valley AONB Partnership - Wye Valley AONB Partnership Consultations - 040823.pdf	(
 09b - Wye Valley AONB - Annual Study Tour 22nd Sep'23 - 070823.pdf	(

## Appendix 2: General correspondence received circulated post meeting

-  01 - MoP - Damaged Bench at Belle Vue - 300823 REDACTED.pdf
-  02 - R George MS - August Newsletter from Russell George MS - 030823.pdf
-  03 - Craig Williams MP - E-newsletter - 180823.pdf
-  04 - Powys CC - Powys Town & Community Councils Environment & Nature event 14th Jun'23 - 250823.pdf
-  05 - Powys CC FIS - Community activities and events - 290823.pdf
-  06a - Powys CC - Community Council Digital Equipment & Virtual Meeting Questionnaire - 160823.pdf
-  06b - Powys CC - Community Council Digital Equipment - the survey.pdf
-  07a - Llais - Volunteering with Llais - 040823.pdf
-  07b - Llais - Volunteer Recruitment Poster.pdf
-  08 - Llais - ACP Summer Newsletter 2023 - 170823.pdf
-  09 - Llais - Our first 100 days report - FINAL ENGLISH - 170823.pdf
-  10 - Llais - Communication & Engagement Update 10.08.2023 - 170823.pdf
-  11 - EASC - Summer Update - Stakeholder Update 9 Aug'23 - 080823.pdf
-  12 - PAVO - Kindness festival 19th August - 080823.pdf
-  13a - PAVO - Making a Difference in Powys Fund - 220823.pdf
-  13b - PAVO - ENG - Making a Difference grant - 220823.jpg
-  14 - PAVO - Meet the Funder - Making a Difference - 230823.pdf
-  15 - PAVO - ENG - Welshpool FundingFair - 220823.jpg
-  16a - SaTH NHS Trust - Invitation to Annual General Meeting 2023 - 220823.pdf
-  16b - SaTH Trust - Find out latest from Shrewsbury & Telford Hospital NHS Trust - 310823.pdf
-  17a - 20s Plenty - Thanks for 20 - News August 2023 - 010823.pdf
-  17b - 20s Plenty - Wales zoom Aug 2023.pdf
-  17c - 20s Plenty - Thanks for 20 - 5.pdf
-  18a - MWWFRS - Carmarthen Fire Station Headquarters Open Day 1st Sep'23 - 300823.pdf
-  18b - MWWFRS - Calon Tan August 2023 - 300823.pdf
-  19 - SpArC - VACANCY - 290823.pdf
-  20 - SpArC BC Env.Fair v2 - 290823.jpeg
-  21 - SpArC - SWIMMING - 210823.pdf
-  22a - Play Wales - Introducing our next event - 170823.pdf
-  22b - Play Wales - Happy Playday - 020823.pdf