



**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 31st October 2024 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, 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 E Evans, Cllr M J Jones (Chair), Cllr J Jones, Cllr R K McLintock, Cllr A Richards, Cllr B L Smith, Cllr C P Smith, Cllr D N Yapp.

Attendance online: None.

The Chair welcomed all to the meeting, with a special welcome to Cllr E Evans as newly co-opted councillor for Churchstoke ward and to a member of the public, 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.

Other Members Absent: Cllr M A Whittall.

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
7.5	Planning Applications	D N Yapp	Personal and prejudicial interest in application 24/1364/HH as a friend of the applicant

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.

A member of the public addressed Council regarding item 7.5 Planning Application 24/1364/HH, highlighting their objections to the application.

The Chairman thanked the member of the public for their comments to council which would be relevant to discussion of the planning application at item 7.5.

4.0 Electoral & Governance Matters:

4.1 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. Members and the Clerk reported no further expressions of interest have been received.

4.2 Governance: to elect to vacant positions of special responsibility as follows,
a) Budget preparation panel (1)
b) Internal audit and financial scrutiny (1)
c) Posting of information & notices to community notice board at Snead (1).

RESOLVED

CCC elects to positions of special responsibility as follows,

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

5.0 Minutes of Previous Meetings

5.1 To approve & sign the minutes as a correct record of the Ordinary Business Meeting 26th September 2024 (paper 5.1 previously circulated).
The minutes of the Ordinary Business Meeting 26th September 2024 were reviewed.

RESOLVED

The minutes of the Ordinary Business Meeting 26th September 2024 are approved and signed as a correct record.

5.2 To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 26th September 2024.

5.2.1 (9.1) Cemetery: Arboriculture survey and report

The Clerk reported this is intended to be addressed in November in time for budget setting.

5.2.2 (9.2) Cemetery: Maintenance of gate

The Clerk reported this is intended to be addressed in November and will endeavour to seek three quotations.

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 effect the Churchstoke community (paper 6 previously circulated).

In the absence of Cty Cllr D Bebb the Clerk referred members to the written report on a number of county council ward issues including,

- School transport to Shropshire schools
- Internet connection issues
- Churchstoke Flooding, Cae Camlad and Bridge end
- Various pothole and drain issues.

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 (papers 7.1.1a-b 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

7.1.2 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.

7.2 Powys CC Planning Decisions: to report notifications from Powys CC of planning decisions in the community council area (paper 8.3 previously circulated).

Ref.	Site	Powys CC Decision
24/1243/TRE	Raven Hill Cottage, Churchstoke	Refused
24/1171/HH	The Wetstones Weston Road Minsterley	Approve
24/1109/FUL	Little Meadow Hall Bank, Churchstoke	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.

Declarations of Interests

- Cllr D N Yapp declared a personal and prejudicial interest in application 24/1364/HH and left the meeting for that item.

RESOLVED

CCC responds to consultations on planning applications as follows:

Ref.	Applicant	Site	Description	rec.
24/1364/HH	S & L Atkins, 5 View Terrace, Churchstoke	5 View Terrace, Churchstoke	Erection of a two-storey rear extension and minor internal alterations	O*

**24/1364/HH: CCC objects to the application on grounds as follows,*

- a) the proposed extension will be built over a shared foul drain running to the rear of the terrace which it is understood has problems of blockage from time to time, and the overbuild is likely to hamper remedial action and/or relaying the drain*
- b) the proposed extension includes additional bedrooms which is likely to lead to additional occupancy and hence to a need for additional car parking which is absent from the proposal*
- c) the community council has concerns whether the restriction of neighbours' right to light has been measured correctly and asks planers to ensure this is so.*

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 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.
- 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 Churchstoke Football Club:** to receive information from members of the club. Cllr D N Yapp reported concerns whether the football club can continue to mow the recreation field. The Clerk reminded Members that mowing by the club was intended to offset other costs the club might pay to the council for use of its use of field, and indicated a cost of cutting would be sought in time for budget setting for 2024-25.

Action Clerk to process

9.0 External Consultations and Engagements

- 9.1 Independent Remuneration Panel for Wales: Draft Annual Report 2025-2026: to receive the consultation on the Panel's draft determinations for remuneration 2025-26, closing 29th Nov'24, to resolve whether to respond and, if so, to elect a working party to bring forward recommendations to the November meeting. Members are referred especially to determinations which relate to Community & Town Councils (papers 9.1a-c previously circulated). The Chair referred Council to the consultation. The Clerk reported there are no changes to determinations for community & town councils other than to reporting requirements.

RESOLVED

CCC does not wish to submit a corporate response to the consultation.

10.0 Finance and Assets

- 10.1 Financial Year 2023-24: to resolve to receive and consider the external auditor's report and opinion for conclusion of audit, if available (paper 10.1 if available).

The Clerk reported the auditor's report and opinion is not yet received.

- 10.2 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.

- 10.3 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 Oct'24	40.15
National Grid	Wayleaves 20254-25	64.29
R G Peate Funeral Services	Cemetery burial fee plot 335	190.00
Total		294.44

- 10.4 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
1658	Ch'stoke CP School	Community Grant 2024	233.47	0.00	233.47

1659	Ch'stokes Rec Assoc	Room hire Jul-Sep'24	64.00	0.00	64.00
1660	D T Ground Maint.	Grounds main Oct'24	1,445.00	289.00	1,734.00
1661	Royal British Legion	Poppy appeal donation 2024	80.00	0.00	80.00
1662	E J Humphreys	Comm. Gov. L6 qual'n 50% year 2 course fees pro-rata with other council	234.94	0.00	234.94
1663	E J Humphreys	Admin. exp. 2024-25 Q2	196.34	14.49	210.83
1664	Powys CC	Cemetery bins 2024-25 Q2	85.95	0.00	85.95
1665	Powys CC	Rec field bins 2024-25 Q2	68.95	0.00	68.95
1666	Powys CC	Playground inspection 2024	62.40	12.48	74.88
<i>Total to authorise for payment</i>			2,471.05	315.97	2,787.02
To report gross IRPW determinations to be paid to Members					
1667	R K McLintock	Allowance 1 st Apr-30 th Sep'24	104.28	0.00	104.28
<i>To report items previously authorised or payment</i>					
1668	E J Humphreys	Clerk net salary Oct'24	<i>As employment contract Action – Clerk to process</i>		

10.5 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 Jul to 30th Sep'24 as follows:

Fund	Number of shares	Share Price (p)	Value at 30/09/2024 (£)
Charibond	100	110.42	110.42

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

Item	Current acc. £	Reserve acc. £
Gross balances	1,000.00	25,319.08
Less consolidated ring-fenced funds	0.00	8,085.76
Net balances available	1,000.00	17,233.32

11.0 Highways & Rights of Way

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

Council received information, notifications and diversion maps for works recently already actioned as follows,

11.1.1 Powys CC: Emerg Closure C2193 Old Churchstoke 22-28 Oct'24 (papers 11.1.1a-b previously circulated).

11.1.2 Powys CC: Emerg Closure C2009 Llanerch Farm 24 Oct'24 (papers 11.1.2a-b previously circulated).

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

None.

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

None.

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

None.

11.5 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.

None.

12.0 Correspondence

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

12.1.1 OVW & SLCC: to receive and resolve to endorse the submissions of OVW and SLCC to the Senedd Local Government and Housing Committee inquiry into role, governance and accountability of the community & town council sector (papers 12.1.1a-b previously circulated).

RESOLVED

CCC endorses the consultation responses on behalf of the sector by OVW and SLCC.

12.1.2 To report the receipt of various Practice Development Notes and Guidance for information (papers 13.1.2a-d previously circulated). Council received various Practice Development Notes and Guidance for information as follows,
a) Practice note 9: Terms of Reference for Council Meetings
b) Practice note 1: Annual Financial Timetable.

The Clerk referred Members to the practice notes and guidance.

12.1.3 OVW: Montgomeryshire Area Committee: to receive the draft minutes of the meeting 21st Oct'24 (paper 12.1.3 previously circulated). Council received the draft minutes.

12.1.4 OVW: Annual Conference: to receive feedback from the Clerk on attendance at the conference 16th Oct'24 (paper 12.1.4 previously circulated).

The Clerk reported on attendance, highlighting,

- Large attendance from councils
- The speakers from Welsh Government, Auditor General, Office of the Future Generations Commissioner, and Public Services Ombudsman for Wales.

- 12.1.5 To receive and circulate for information such other items of OVW/SLCC correspondence as will 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.

12.2 General Correspondence

- 12.2.1 Vale of Montgomery Rural Cluster: to receive and resolve an invitation to join the cluster (paper 12.2.1 previously circulated).
Council received an invitation to join the cluster. The Clerk reported previous invitations which had been declined by CCC, acknowledging that circumstances may have change since then.

RESOLVED

CCC asks the Clerk to seek more information on the Terms of Reference/Role of the cluster and copies of recent minutes in order to get a better understanding of proceedings

Action – Clerk to process.

- 12.2.2 Powys Public Service Board: to receive feedback from the Clerk on attendance at the climate event 10th Oct'24 (paper 12.2.2 previously circulated).
The Clerk reported on attendance, highlighting,
- Sessions on sources of carbon emissions and mitigations in Powys
 - Risks of, and adaptations to, carbon emissions in Powys.

- 12.2.3 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 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

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

- 13.1 Chair's announcements: to receive for information announcements from Chair and Members.
- a) Clerk: reminded Council that the budget panel is due to meet in November.
- 13.2 Items for future agenda: to bring forward for information, items for consideration by the Clerk for future agendas
- a) Recreation Field: costs of mowing
- b) Outside Bodies: Cllr C P Smith report being unable to attend the most recent meeting of Churchstoke Recreation Association but would like to report.

- 13.3 Date of next meeting: 28th November at 7.30pm at Churchstoke & online.

14.0 Confidential Session

14.1 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 matters to be transacted it was not necessary to resolve that members of the public and press be requested to leave the meeting.

14.2 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 – 8.22pm.

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

-  01a - OVW - REMINDER 20-11-2024 JOINT OVW SLCC EVENT - 281024.pdf
-  01b - OVW - Joint OVW SLCC Event Agenda.pdf
-  02 - OVW - Reminder Funding, Grants & Precept Setting Councils Connect - 171024.pdf
-  03 - OVW - Biodiversity Feedback Needed - 221024.pdf
-  04 - OVW - Funding News from the Cost of Living Crisis Support Team - 181024.pdf
-  05 - OVW - Network Event with Planning Aid Wales 14th Nov'24 - 221024.pdf
-  06a - OVW - Important for Response Digital Health Checks & Community of Practice - 101024.pdf
-  06b - OVW - Digital Health Check Self Assessment - Signed Off.pdf
-  07 - OVW - REMINDER - WELSH GOVERNMENT FREE PLACES - 031024.pdf
-  08 - OVW - JOIN NOW - Next Pethau Bychain Meeting - 081024.pdf
-  09 - OVW - Senedd Inquiry into role governance & accountability of CTCs sector - 081024.pdf
-  10 - OVW - NEW Local Places for Nature Logo - 091024.pdf
-  11 - OVW - Pethau Bychain Nature Network - 311024.pdf
-  12a - ANTUR CYMRU - INVITATION Shaping the future of Welsh town centres - 241024.pdf
-  12b - Antur Cymru - INVITATION_Antur Cymru.pdf
-  13 - IRPW – Draft Annual Report 2025-2026 - 041024.pdf
-  14 - MWWFRS - Calon Tan Autumn 2024.pdf
-  15 - RHE Global for WGov - Participate in Rural Housing Action Guide for Wales Project Online Survey - 021024.pdf
-  16 - Wales NHS - Hip to achieve a Guinness World Record - 270924.pdf
-  17a - WGov - Pension Credit Subgroup (Income Maximisation in Wales) - 091024.pdf
-  17b - PC sub group - 08 Oct 2024 - DWP presentation - english.pdf
-  18 - Aber Univ - Rural services & assets survey Cymru Wledig LPIP - 031024.pdf
-  19 - 4TheRegion - Wellbeing Economy Cymru Festival of Ideas - 241024.pdf

Appendix 2: General correspondence received circulated post meeting

-  01 - R George MS - October Newsletter From Russell George MS - 031024.pdf
-  02a - Powys CC - Climate and Nature Conference 7th Dec'24 - 301024.pdf
-  02b - Powys Powys CC - Climate and Nature Town and Community Council conference covering letter
-  02c - Powys CC - Town & Community Council Climate and Nature Conference Flyer.png
-  03a - Powys CC - Dr Alan Netherwood Report Powys CC Climate Change Prog Advisory Review Aug'23 ...
-  03b - Powys CC - Climate Change Programme Advisory Review Final Dr Alan Netherwood.pdf
-  04 - Powys CC - Brilliant Basics funding 2025-2027 - 081024.pdf
-  05 - Powys CC - Card Bank Removals Community Recycling Sites - 300924.pdf
-  06a - Powys CC - Let's Talk Living In Powys - 211024.pdf
-  06b - Powys CC - Let's Talk Living In Powys Survey.pdf
-  07a - Llais - How was your Urgent Same Day Care - 141024.pdf
-  07b - Llais - ED Project postcard English.pdf
-  08a - MWWFRS - More Than Just Fire Awards 2024 - 011024.pdf
-  08b - MWWFRS - Calon Tan Oct'24 - 251024.pdf
-  08c - MWWFRS - Candle Safety Week 21-27 October 2024 - 211024.pdf
-  08d - MWWFRS - Calon Tan Autumn 2024.pdf
-  09 - OPCC - Invitation to Online Police & Crime Plan Consultation 1st Oct'24 - 270924.pdf
-  10a - SpArC - SPECIAL DRAW for the THEATRE - 091024.pdf
-  10b - SpArC - SpArC OPEN WEEKEND - 031024.pdf
-  10c - SpArC - SATURDAY NOVEMBER 2 - 261024.pdf
-  10d - SpArC - POOL AT 50 - STOP PRESS - 270924.pdf
-  10e - SpArC - Bonfire and Fireworks - 221024.pdf
-  10f - SpArC - A BUSY SpArC POOL AT 50 - 101024.pdf
-  11a - SaTH NHS Trust - Hospitals Transformation Update About Health (Quarterly Update) - 231024.pdf
-  11b - SaTH NHS Trist - Reminder Join the next Hospital Update 30 Oct'24 - 281024.pdf
-  11c - SaTH NHS Trist - Last Chance to Register About Health Menopause Update - 161024.pdf
-  12a - PTHB a - Update from Powys Teaching Health Board Mtg 10th Oct'24 - 041024.pdf
-  12b - PTHB b - 2024-10-10 Board agenda pack issued 04102024.pdf
-  12c - PTHB c - Questions to Board statement.pdf
-  13 - PAVO - Powys Health & Wellbeing Network Event 2 Oct'24 change of venue - 270924.pdf
-  14a - PAVO - Minutes of meeting 18 Sep'24 - 021024.pdf
-  14b - PAVO - 18.9.24 Welshpool, Llanfair C & Montgomery mtg notes.pdf
-  15 - PAVO - Powys Dementia Network 30 Oct'24 2pm-4.30pm Llandrindod.pdf
-  16a - Play Wales - Right to play workshop - 021024.pdf
-  16b - Play Wales - October e-bulletin - 151024.pdf
-  16c - Play Wales - Focus on play Play & county councillors - 231024.pdf
-  16d - Play Wales - New magazine Playing in the early years - 101024.pdf
-  16e - Play Wales - National conference 2024 early bird rate ends 30 Sep'34 - 270924.pdf