

**CYNGOR CYMUNED YR YSTOG
CHURCHSTOKE COMMUNITY COUNCIL**

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

**MINUTES of FULL COUNCIL ORDINARY BUSINESS MEETING
on Tuesday 25th October 2016**

at Churchstoke Community Hall at 7.30 p.m.

1.0 Attendance, Apologies for Absence, Dispensations, and Declarations of Members' Interests – to record attendance and apologies for absence, 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 note dispensations.

Attendance: Cllr B L Smith (Chairman), Cllr J Jones, Cllr M J Jones, Cllr K D Massey, Cllr D L Powell, Cllr P C Rigg, Cllr C P Smith, Cllr D N Yapp.

Apologies for absence approved by Council: None.

Other apologies for absence: Cllr A Richards, Cllr J N Wakelam.

Other Members not present: None.

In attendance: E J Humphreys (Clerk to the Council).

Dispensations: Current dispensations can be found on the council's website.

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

Agenda Number	Item	Councillor	Nature of Declaration
None			

2.0 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 to the Council no later than 15 minutes prior to the start of the meeting.

None.

3.0 Minutes of Meetings: To approve and sign the minutes as a correct record the minutes of the Full Council Ordinary Business Meeting 27th September 2016 at Churchstoke Community Hall (paper 3 previously circulated). The minutes of the Full Council Ordinary Business Meeting 27th September 2016 were reviewed and approved.

RESOLVED:

'The minutes of the Full Council Ordinary Business Meeting 27th September 2016 are approved and signed as a correct record.'

4.0 Matters Arising from Minutes for Information: To report matters arising for information from the minutes of the Full Council Ordinary Business Meeting 27th September 2016 at Churchstoke Community Hall.

4.1 (7.0) Local Government Ethical Framework Code of Conduct

The Clerk reported that the required advertisement of adoption of the code had been placed in the press but it had proved impractical to share the item with other councils.

5.0 Electoral Matters Churchstoke Ward: following the resignation of Cllr Z M Powell from the office of community councillor with effect from 30th September, to declare the occurrence of a casual vacancy for Churchstoke ward.

The Clerk reminded Members of the resignation from the office of community councillor in Churchstoke ward of Ms Z M Powell with effect from 30th September 2016. The Clerk also reported the resignation from the office of community councillor in Churchstoke ward of Mr J Stelmasiak with effect from 25th October 2016.

RESOLVED:

'In accordance with the Local Government Act 1972, CCC declares a casual vacancy in the Office of Community Councillor in Churchstoke ward because of the resignation from office of Cllr Z M Powell and Cllr Stelmasiak. Publication of the declarations of vacancy will be distributed for the notice boards in accordance with Section 87(2) of the Local Government Act 1972, and the Deputy Returning Officer will be informed.'

Action – Clerk to process

Notices of vacancy were distributed to Members for notice boards.

6.0 Planning Matters:

6.1 Planning Specific Correspondence:

6.1.1 Powys Local Development Plan (LDP): to receive notice of consultation, and resolve a response if desired, for the schedule of further focussed changes with comments welcomed by 21st November (papers 6.1.1a-d previously circulated):

The Chairman reminded Council of the consultation and referred Members to the consultation documents. The Clerk highlighted changes to the previous consultation documents of July'15 and February'16.

RESOLVED:

'CCC does not wish to respond to the consultation.'

6.1.2 Other Planning Correspondence: to receive, for information, other planning specific correspondence, if any.

a) Planning Aid Wales

Re: Training Events

Council received information on community engagement network training events for Nov'16 to Mar'17. Noted.

6.2 Powys CC Planning Determinations: to report from the new process at Powys CC notifying Community and Town Councils of Planning Decisions in their area (papers 6.2a previously circulated).

The Clerk reported notification of planning determinations by Powys CC as follows:

Ref.	Site	Powys CC Planning Decision
P/2016/0706	Broadway House, Churchstoke	Consent
P/2016/0707	Broadway House, Churchstoke	Listed Building Consent

6.3 Planning Applications – to receive & resolve responses to consultations; full application(s) detail(s) at <http://www.powys.gov.uk/en/planning-building-control/search-view-and-comment-on-planning-applications/> including:

RESOLVED:

'CCC responds to planning application consultations as follows:'

Ref.	Applicant	Site	Description	rec.
<i>Consultations on application(s) in Churchstoke community</i>				
None				

6.4 Planning Notices – to receive & resolve responses to notices including

Ref.	Applicant	Site	Description
<i>Consultations on notices(s) in Churchstoke community</i>			
PREL/2016/0243	BT Payphones, 11 – 13 Great Tower Street, London	Various locations within the community	BT Programme of intended public payphone removals

Telephone No	Address	Post Code	rec
01588620211	Old Church Stoke 1pco, Churchstoke, Montgomery	SY15 6AG	O*
01588620217	Pentre 1pco Pentre, Churchstoke, Montgomery	SY15 6SU	N
01588620221	Pco Opp Telephone Exch, Churchstoke, Montgomery	SY15 6AG	N
01588620244	Pco 1pco Pentranant, Churchstoke, Montgomery	SY15 6AG	N
01588620340	Hurdley 1pco, Churchstoke, Montgomery	SY15 6AG	N
01588620398	Cross Likey, Churchstoke, Montgomery	SY15 6AL	N
01588638373	Pco, Dog and Duck Inn, Bishops Castle	SY9 5HA	N

*01588520211 – the community council had no objection to cessation of telecommunications service, but objected to removal of the kiosk as this is a landmark used by residents as a feature of the locale.

Action – Clerk to process

6.5 Planning Enforcement – to report information from Powys CC planning office and on planning enforcement matters within the community.

The Clerk reported correspondence from the planning office as follows:

Ref./ Site	Description
None	

The Chairman invited Members to bring forward planning enforcement matters and Members discussed enforcement as follows:

Ref./ Site	Description
None	

7.0 One Voice Wales/ Society of Local Council Clerks, Guidance Notes: to receive other reports of AGM/ conference/ area meetings/ guidance notes/ training/ correspondence (inc paper 6a-b previously circulated).

7.1 Statement by The Welsh Government Cabinet Secretary for Finance and Local Government: Update on Local Government Reform (paper 7.1 previously circulated).

Council received the Statement by the Cabinet Secretary and the Clerk highlighted aspects of relevance to community and town councils. Noted.

7.2 OVW Conference 1st Oct 2016: to receive feedback from the conference at Llanelwydd (paper 7.2 previously circulated).

Council received the feedback from One Voice Wales and the Clerk highlighted aspects of importance to the future of community and town councils. Noted.

7.3 Training: to receive details of councillor training available Nov-Dec 2016 (paper 7.3a previously circulated).

Council received details of training Nov-Dec'17. The Clerk recommended attendance, highlighted courses nearby and asked Members who wish to attend to notify the Clerk.

7.4 Annual Report: to receive the OVW Annual Report 2015-16 (paper 7.4 previously circulated).

Council received the Annual Report to Member Councils 2015-16, summarising the range of work and achievements on behalf of local councils over the past year. Noted.

7.5 To receive other correspondence from OVW/ SLCC, for information, as will be brought before the council by the Clerk (if any).

The Clerk indicated other correspondence will be circulated electronically post meeting where electronic copies are available, and set out in appendix 1.

Action – Clerk to circulate documents post-meeting

8.0 Cae Camlad Playground and New Play Area: to receive progress highlight report from the project team (Cllr D L Powell), and sample inspection sheet and to resolve regarding implementing a regular inspection regime (paper 8 previously circulated).

Council received and approved the example check sheet circulated by the Clerk. The Clerk reported on a reply from the recreation association willing to take on emptying the bins on a paid basis.

RESOLVED:

'Council approves the check sheet for weekly visual inspection of the new playground, and agrees to offer a contract to the recreation association to empty bins at the playground at the commercial rate, and, if possible, to incorporate inspections into the same contract.'

Action – Clerk to process

9.0 Recreation Field and Open Spaces/Community Pride:

- 9.1 Recreation Field: to receive a request from neighbouring householders for cutting back of trees overhanging into gardens.

Council received a request from householders neighbouring the recreation field for pollarding trees adjacent to their properties, offering a contribution to such work. The Clerk reported that this is unbudgeted expenditure.

RESOLVED:

'CCC agrees to commission tree pruning (pollarding only if necessary) from a local contractor.'

Action – Clerk to process

- 9.2 Open Spaces/Community Pride: to receive information from Corndon Stiperstones LPS regarding contribution (and guidance) for renovation of Fingerpost near Churchstoke Bridge.

The Chairman reminded Council of previous correspondence and reported on further information on possible styles and contractors in response to enquiries with the Landscape Partnership Scheme (LPS).

RESOLVED:

'CCC agrees to investigate further and seek quotation for works from a professional signs company.'

Action – Clerk to process

- 10.0 Consultation by Powys CC: Review of Day Time Activities for Older People (including Day Centres) with responses welcomed by 5pm on 9th November 2016:** to resolve a response, if desired, to the consultation (papers 10a-f previously circulated).

The Chairman reminded Council of the consultation and referred Members to the consultation documents. The Clerk highlighted the 3 options being proposed by the county council and potential use of the day centre at Newtown by residents of Churchstoke community.

RESOLVED:

'CCC does not wish to respond to the consultation.'

- 11.0 Consultation by the Independent Remuneration Panel for Wales: Draft Annual Report 2017-18:** to receive the consultation, closing 28th Nov 2016, and resolve a response if desired (papers 11a-b previously circulated, also on internet at <http://gov.wales/irpwsb/home/?lang=en>). Members please note 13 relates specifically to Community and Town Councils).

The Chairman reminded Council of the consultation and referred Members to the consultation documents. The Clerk indicated the main changes from current year 2016-17 as they relate to community & town councils.

RESOLVED:

'CCC does not wish to respond to the consultation.'

- 12.0 Consultation by Powys Community Health Council: Annual Review:** to receive, and resolve a response of desired, to the review (paper 12 previously circulated).

The Chairman reminded Council of the consultation, with a response deadline of 4.00pm on the 11th Nov'16 and referred Members to the consultation documents.

RESOLVED:

'CCC does not wish to respond to the consultation.'

13.0 Financial Report:

13.1 Finance Specific Correspondence – to report finance specific correspondence, if any.

13.1.1 The Pensions Regulator

Council received information on the next steps towards the auto enrolment staging date of 1st May 2017, being to chose a pension scheme and then to start declaration of compliance by 1st Feb 2017. The Clerk advised a review of all steps is required with research into an appropriate scheme.

Action – Clerk to process

13.2 Financial Year 2016-17: to report and approve the mid-year bank reconciliation, receipts, payments to 30th Sep 2016 (paper 13.2 previously circulated).

Council received mid-year bank reconciliation, receipts, payments to 30th Sep 2016.

RESOLVED:

'CCC notes and approves the bank reconciliation, receipts, payments to 30th Sep 2016.'

13.3 Financial Year 2017-18: to report from the budget panel, and the Clerk to confirm the situation regarding Powys CC zero concurrent funding grant. The Clerk reported that the budget panel has been unable to meet during October and aims to do so early November to present a 1st draft budget to council 29th November. The Clerk confirmed that concurrent funding grant from Powys CC has now ceased for 2017-18, and no bid is required in November.

The Clerk reminded Members that vacancies remain on the budget panel and on special responsibility for recreation and allotments following the resignation as councillor of Mr J Stelmasiak.

RESOLVED:

'Cllr J Jones is elected to join the budget panel.'

Action – budget panel to meet

'Cllr D N Yapp is elected to join Members with Special Responsibility for Recreation and Allotments to consider the re-specification of the grounds maintenance contract.'

13.4 Items Received Since Last Meeting – to report.

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

Payer	Description	£
NatWest Bank	Gross interest Sep 2016	1.57
Western Power Distribution	Pole rents	79.51
Total		81.08

13.5 Items for Payment – to resolve to approve items for payment as follows:
The Clerk reported items for payment.

RESOLVED:

'CCC. authorises payments as follows':

Chq	Payee	Description	£ex vat	£vat	£total
To authorise items for payment at this meeting:					
1004	Royal British Legion	Poppy appeal 2016	70.00	0.00	70.00
1006	B L Smith	Allowance Apr-Sep'16	10.00	0.00	10.00
1007	C P Smith	Allowance Apr-Sep'16	10.00	0.00	10.00
1011	E J Humphreys	Brass allotments lock	12.08	2.41	14.49
1012	E J Humphreys	Admin exp Jul-Sep'16	221.41	15.01	236.42
1013	NWN Media Ltd	Code of Conduct adv'nt	160.00	32.00	192.00
Total to authorise for payment this meeting			483.49	49.42	532.91
To report items previously authorised to be paid by direct debit or standing order:					
SO	E J Humphreys	Clerk gross salary Oct'16	552.86	0.00	552.86
Total previously authorised paid by dd/sord.			552.86	0.00	552.86
Grand total for payment at this meeting			1,036.35	49.42	1,085.77

Action – Clerk to process

13.6 Consolidated Balances – to report to date after sweep, receipts & payments.
The Clerk reported on gross, ring-fenced funds & net available bank balances as follows:

Item	Current acc. £	Reserve acc. £
Gross balances	530.00	36,975.48
Less consolidated ring-fenced funds	0.00	13,475.34
Net balances available	530.00	23,500.14

14.0 Highways & Rights of Way Reports:

14.1 From Powys CC/ Shropshire Council to CCC – to report general maintenance.

- a) A489 near Churchstoke Bridge: tree growth at The Willows is blocking sightline along the highway near the junction with A490. Acknowledgment received from Powys CC.
- b) A489 streetlamp CH90 between Courtlands and The Firs: appears defective being lit intermittently. Acknowledgment received from Powys CC.
- c) A489 through Churchstoke: weeds growing in the debris built up against the kerbs, especially by the Churchstoke Bridge, likely to be washed into the gullies with heavy rain and may cause drains blockage. Acknowledgment received from Powys CC.
- d) A489 layby at The Firs: the hedge from the Powys CC Estate land is overgrowing onto the layby and needs cutting back. Acknowledgment received from Powys CC.

- e) A489 Churchstoke Bridge Repairs: crack on the upstream (south west) side of the bridge. Acknowledgment received from Powys CC.
- f) A490: management of road closure during works between Churchstoke and Shrewsbury. Acknowledgment received from Powys CC and Shropshire Council.

14.2 From CCC. to Powys CC/ Shropshire Council – to report general maintenance.
None.

15.0 County Council Matters– to receive & discuss other general Powys CC/ Shropshire Council matters.

- a) Powys CC: Cllr M J Jones reported:
 - Nothing to report at present.
- b) Shropshire Council: no report.

16.0 Correspondence – to receive items of general correspondence for information.

16.1 Glyn Davies MP: Parliamentary Boundaries Review – to receive feedback from the public meeting at Welshpool 20th October to discuss the review proposals (paper 16.1 previously circulated).

Council received an invitation to the public meeting, which the Clerk had circulated in advance. Noted.

16.2 Post Office Ltd: to receive information regarding the refurbishment and extended opening hours for Churchstoke Post Office (paper 16.2 previously circulated).

Council received information regarding the refurbishment and the extended open hours. Noted.

16.3 Other correspondence to be circulated:

The Clerk indicated other correspondence will be circulated electronically post meeting where electronic copies are available, and set out in appendix 2.

Action – Clerk to circulate documents post-meeting

17.0 Chairman’s Announcements, Items for Future Agenda & Date of Next Meeting:

- a) Cllr D L Powell: Village Green at North Walk: The Clerk reported that the damage to the village green has been brought to the attention of Powys CC Commons Registration and Planning Services as requested and that CCC awaits reply. Council agreed it appropriate write to the landlord of the Courthouse to inform that works have encroached onto the village green and that CCC proposes no action if the green is reinstated to proper condition and if other items belonging to the Courthouse are removed from the green within 2 months.

Action – Clerk to process

- b) Cllr K D Massey: Council Website: The Clerk provided a verbal update of training on the new website content management system and indicated

that resource would be needed to add web content. Cllr K D Massey offered to assist.

- c) Chairman: Next meeting: Full Council Ordinary Business Meeting 29th November 2016, 7.30pm, at Hyssington.

18.0 CONFIDENTIAL SESSION EXCLUSION OF PUBLIC AND PRESS

18.1 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:













'In accordance with the Public Bodies (Admission to Meetings) Act 1960 (2) the Council 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.'

- 18.2 Confidential Matters and Correspondence [confidential reason data protection of individuals]: To receive, and resolve if desired, such business or correspondence of a confidential nature as will be brought before the council by the Clerk.














None.

Meeting ended – 9.40 p.m.

Appendix 1 – One Voice Wales/SLCC Correspondence and circulated post meeting

-  01 - Local Government Reform - Oral Statement 04.10.16 - FINAL (E).pdf
-  02- OVW Conference Feedback 171016.pdf
-  03 - OVW Training Nov-Dec 2016 - 141016.pdf
-  04 - One Voice Wales Annual Report April 2015 - March 2016.pdf
-  05a - OVW Agenda Maldwyn 4 October 2016 Bilingual.pdf
-  05b - OVW Minutes Maldwyn 8 June AGM 2016.pdf
-  05c - OVW Minutes Maldwyn 8 June 2016.pdf
-  06 - W Gov Culture, Welsh Language and Communications Committee - 041016.pdf
-  07 - W Gov Welsh Treasury News - 111016.pdf
-  08 - W Gov National Infrastructure Commission for Wales Consultation 171016.pdf
-  09 - WAO Newsletter Oct 2016 - 191016.pdf
-  10 - Community Energy Wales Update October 171016.pdf

Appendix 2 – General Correspondence received and circulated post meeting

-  01 - Glyn Davies MP re Parliamentary Boundaries meeting 20th Oct'16 - 300916.pdf
-  02 - Churchstoke Post Office refurbishment news 6th Oct 2016.pdf
-  03 - October 2016 Newsletter Cae Post.pdf
-  04a - W Gov Land Transaction Tax and Devolved Taxes - 300916.pdf
-  04b - W Gov Land Transaction Tax and Devolved Taxes Gwybodaeth-Information - 300616.pdf
-  05a - PAVO Powys Town and Community Councils letter - Oct 2016.pdf
-  05b - PAVO newtown 201016 (2).png
-  06 - R George AM Oct'16 Newsletter - 201016.pdf
-  07 - CPRW re Powys LDP - 181016.pdf
-  08a - Mid Wales Healthcare Colaborative Events Nov 2016 - 121016.pdf
-  08b - Mid Wales Healthcare Colaborative poster Newtown FINAL Nov16.pdf
-  09 - MWWFRS Draft Corporate Plan 2017-2022 consultation - 061016.pdf
-  10 - Tesco bags of help 2016 - 270916.pdf

End of appendices