

KERRY COMMUNITY COUNCIL CLERK'S NOTES
Cyngor Cymuned CERI /KERRY Community Council –
Serving the villages of Kerry, Sarn and Dolfor

Wednesday 26th April, 2023 - 19.30, Kerry Village Hall

Clerk: Ria Roberts, Oak Cottage, Sarn. SY16 4HG. Phone: 01686 671275

Email: clerk@kerrycommunitycouncil.gov.uk

MINUTES

ATTENDEES

Chair	Cllr. D. Jones (Sarn)
Vice-Chair	Cllr. C. Seal. (Kerry)
Attendees	Cllr. V. Wildish (Kerry) Cllr. R. Gardner (Dolfor) Cllr. B. Pryce (Sarn) Cllr N. Hayward (Kerry) Cllr S. Holloway (Kerry) Cllr M. Morgan (Sarn)
County Cllrs	Cllr B Breeze (late arrival re prior meeting 19:50)
Other Officers	G. Gough – Biodiversity Officer
Members of the Public	0
Clerk.	Ria Roberts

Minute no	Agenda Item	<u>Actions / Resolutions/ Comments</u>
1.	Apologies	Cllr D. Lush, Cllr P. Jenkins, Cllr G. Evans, Cllr I. Jones (Cllr L Powell – Abs)
2.	Declaration of Interest of any items on the agenda	None Declared
3.	a. Confirmation of Minutes of meeting held 29th March, 2023	Approved
4.	Matters Arising	
a.	Cllr Training Requests	No requests
b.	Dolforgan Park Play Area	Update by Cllrs Hayward & Wildish. £40k award from National Lottery approved. Funds now available £7,800 Garreg Lwyd Grant, and £5000 earmarked reserve Kerry Community Council giving a total to date of £52,800.00. A further sum of £10,000 is due from WYRO Green Homes under a S106 agreement. Approximately 140 consultation responses received from a variety of local organisations/groups & individuals. Cllr Hayward thanked Cllr Wildish for organising the public consultation and expenses of £34.41 were approved in relation to the printing of the consultation papers. The Amenities Sub Committee are aiming for completion for the summer holidays and will have a meeting shortly to organise contacting vendors/suppliers and discuss site clearance works. Clerk to send signed Grant Approval Form & associated documents to National Lottery. Project funding to be transferred to MM Account once the final Toilet Renovation Project is settled. Signage Invoice for the existing playgrounds/ toilet plaque £125.00. Expenditure approved by Council
c.	Internal Audit	Internal Auditor Terms of Reference signed by Council. Clerk met with Internal Auditor 26 th April and the Council are on target to have completed the Audit by the May Annual Meeting.

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		Clerk circulated draft YE 31/03/2023 documents. Annual Return YE 21/22 completed by Audit Wales (unqualified) and 14-day notice given commencing 17 th April 2023.
d.	Playground Maintenance	Playground Caretaker commenced work 1 st April and weekly checklists have been completed/ submitted to Council. Clerk to request that the checklists are submitted weekly and not monthly. School playing field benches are slightly wobbly – Cllr S Holloway to review.
e.	Area Noticeboards	Update by Cllr V Wildish – Cllr R Gardener has repaired Dolfor's and will review Sarn's.
f.	Speeding Kerry	Update by Cllr V Wildish re CSW Volunteers – Local resident & PCC Cllr B Breeze to train. Cllr V Wildish received a complaint from a resident regarding a vehicle mounting the pavement on A489 between Nook Lane and the Chapel. PCC Cllr B Breeze has requested that speeding incidents are directed to him as he is collating speeding data. Council to discuss inviting PCSO to July meeting at May Meeting.
g.	First Aid Responders	Postponed until May meeting
h.	Coronation Events	Dolfor to email Clerk with Coronation project/payment details Kerry Coronation Event - Kerry Community Public Conveniences official opening 11am (6 th May). Invited Attendees - GJ will be representing NTL. Cllr D. Jones representing Garreg Lwyd and cutting the ribbon. A representative from WYRO has been invited (17 th April) – No response to invite to date. Cllr Wildish expenses £4.00 Bunting for toilet - approved Sarn event 7 th May.
i.	Brynlywarch Hall School	Cllr V Wildish – Expression of Interest Survey re public meeting – some signatures collected. A planning meeting will be convened once the planning application has been submitted to PCC.
j.	Cemetery Survey/ Fee Review	Cllr C Seal/ Clerk completed Cemetery Survey on 24 th April and report circulated. Clerk to follow up on loose headstones. Council approved draft Fee Schedule to be effective from 30 th June 23 – final Fee Schedule to be circulated before May Annual Meeting.
k.	Annual Meeting - reporting	Clerk to advise status of Annual Meeting reports – clerk updating risk assessments/ Assets under Management and to circulate draft Annual Report / Chair Report for input by appropriate Councillors/Officers. Clerk circulated FY 23/24 updated Forecast/Budget – approved by Council OVW preparing updated Standing Orders template for Councils
l.	Proposed Speed Calming measures – Common Road (22/1643/RES)	Cllr V. Wildish/Clerk to communicate with planning regarding the updated measures.
m.	Area reports from 29 th March update	All area reports allocated to Clerk actioned.
n.	Website Upgrade	Vision ICT have emailed a special offer for upgrading the website to the new compliant format - a transparency code website for £550 plus VAT. This price includes the GA4 (standalone cost £40.00 plus VAT) and migration of 7 pages. The council can add more webpages via a more responsive CMS (Content Management System). Allocated budget of £1000.00 for upgrade Q3 – this would upgrade the website for 50% of the allocated budget with minimal disruption & administration time. Council approved expenditure in principle however recommended Clerk review the CMS to ensure suitability before committing. Clerk to progress.
o.	Welsh Air Ambulance Survey	Emergency Medical Retrieval and Transfer Service Review engagement survey completed at meeting. Clerk to complete survey on website.
5.	Amenities Report	FHU Ordered from Initial for disabled Toilet – cost £10.09 inc VAT - approved Funding Sign for Toilet – Clerk contacted WYRO for approval and wording - <i>'These public toilets were renovated by Kerry Community Council, and extended to provide disabled and baby changing facilities in 2023, with grant funding kindly provided by The National Lottery; Garreg Lwyd Hill Windfarm and a developer contribution from WYRO Green Homes.'</i> Email from WYRO received 17 th April confirming signage. Cllr V Wildish to progress the Welsh language sign.

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		<p>Council awaiting Completion Certificate for Building Regulations.</p> <p>Chair thanked Cllr N Hayward & the Amenities Sub – Committee for the successful completion of the renovation project within budget and on time.</p> <p>Council agreed that Cllr N Hayward could provide the Building Contractor with a reference/review.</p> <p>Cllr N. Hayward expenses for paint for the toilets of £39.34 – approved by Council.</p> <p>Final Payments to Building Contractor – Total - £6,610.80 approved by Council.</p> <p>Step identified as trip hazard – warning sign/paint to be used. Cllr N Hayward to progress.</p> <p>Reference for volunteer Playground Caretaker (retired) approved and Council approved £250.00 to Welsh Air Ambulance in lieu of payment for the past 15 years' service. Clerk to progress.</p>
6.	KCC Website/Facebook	<p>Website - Top performance metrics -Stats compared to previous month</p> <p>Users 243 Increase 9.9%/ Sessions 276 Increase 4.9%</p> <p>Bounce Rate 67.7% Increase 1.8%/ Average Session Duration 00:01:22</p>
7.	Biodiversity Report	<p>Biodiversity Officer - G. Gough has held a number of meetings regarding landscaping the embankment and has also met with PCC to discuss the proposed licensing of embankment A489 (opposite Post Office). To obtain quotes prior to contacting PCC regarding a licensing application.</p> <p>G Gough reviewing areas to plant trees/ wild flowers report at May meeting.</p>
8.	Visits & Meeting attended	<p>Cllr V Wildish/ Clerk attended Welsh Air Ambulance Public Meetings – 4th April</p> <p>Cllr C Seal attended OVW meeting 13th April - Meeting Summary - A presentation was made by Rachel Carter, One Voice Wales's Local places for nature officer detailing grants available and grass cutting habits. Welsh Air Ambulance update including completing the survey and details of a YouTube short film - link to be circulated later. Joining forces with Breacon & Radnor OVW regarding Wind Farm proposals.</p> <p>Cllr C Seal/ Cllr G Evans attended VMRC 19th April - Glansevern Hall Berriew Meeting Summary - A presentation was given by Chris Baker, National Lottery Grants Officer for Powys, Biodiversity reporting discussed and recommendation for 2 Cllrs from each council to attend meetings.</p> <p>Cllr C. Seal travel expenses incurred - £4.50 – approved by Council.</p> <p>Council approval for Clerk to process VMRC accounts via Scribe – Cllr C Seal/ Clerk to liaise.</p>
9.	PCC Cllrs Report	<p>PCC Cllr K Lewis –</p> <ul style="list-style-type: none"> • Issue related to Dog Waste bin and related signs in Dolfor – actions resolved. • Instigated resurfacing of Dolfor Trunk road now completed • Dolfor residents are welcome to attend Cllr Lewis' surgery in Llandinam and/or contact cllr.karl.lewis@powys.gov.uk with any issues.
10.	Correspondence	<p>Incoming (not detailed in other Agenda Items)–</p> <p>Local Places for Nature Survey via email– completed by Clerk</p> <p>DNS/3244466 – Garn Fach via email – circulated 11th April</p> <p>Kerry Football Club via email – extension to lease – Council agreed to extend lease for 30 years – Clerk to review legal paperwork, progress and report to Council.</p> <p>Kerry Resident email regarding land ownership/upkeep – Park Avenue, Kerry – email circulated 19/04 & Clerk contacted PCC awaiting response.</p>
11.	Planning	None – received to date
12.	Finances - Income & Expenditure March 2023	<p>S106 from WYRO £10,000 to be received shortly – WYRO email 17th April.</p> <p>VAT Q4 S126 Claim submitted for £1,162.83, of which £1,090.67 due to toilet renovation.</p> <p>Bank Balances 31st March – Current Account £48,406.32 Money Manager Account £7,267.96 reconciled & bank reconciliation signed.</p>

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		Clerk Expenses submitted re postage/paper £10.25 approved. Payments/receipts to 17 th April detailed in appendix A (below)
13.	Area Reports	Dolfor – Potholes on main road – Clerk to raise with PCC Cllr K Lewis Kerry – Trees in the Community Orchard, adjacent to Kerry FC have been uprooted and replanted. Cllrs to investigate. Additional issues noted/reported but outside the scope of the Council Sarn – Potholes identified nr Glanmule (road to Abermule) and adjacent to the Goetre. Clerk to report.
14.	Items arising for next meeting	Toilet Maintenance Contract – renewal. Kerry FC Lease extension.

Agenda Item 12 – Appendix A

PAYMENTS

Date	Type	Description	Amount £
26-Mar-23	CHG	BANK CHARGES	-5.00
27-Mar-23	BP	HMRC PAYE/NIC	-69.85
27-Mar-23	BP	BOYS BODEN N387879	-33.01
27-Mar-23	BP	SPH Electrical GroSPHE663 24032023	-1,989.61
31-Mar-23	BP	One Voice Wales 23/24	-373.00
31-Mar-23	BP	WATER PLUS 0640005997	-81.51
31-Mar-23	BP	BOYS BODEN KERCC PN347422	-105.13
31-Mar-23	BP	Cllr Expenses - Paint Toilet Renovation	-51.13
31-Mar-23	BP	Cllr Expenses - Paper Playground Consultation	-8.40
31-Mar-23	BP	Clerk Expenses Postage	-5.70
31-Mar-23	BP	Clerk Wages	-548.00
31-Mar-23	SO	CARETAKER Monthly Payment	-274.00
06-Apr-23	DD	HAFREN DYFRDWY	-225.94
14-Apr-23	DD	EDF ENERGY	-3.41
19-Apr-23	BP	INITIAL INV 34657453	-10.09

RECEIPTS

Date	Type	Description	Amount £
24-Mar-23	CR	GRANT -DOLFORGAN VIEW PLAYGROUND	7,800.00
31-Mar-23	CR	Resident Donation Dolforgan Park	10.00
31-Mar-23	CR	HMRC VTR	734.45

Meeting Closed: 21:47

Approved by Chair/ Vice- Chair:

Date:

Next Meeting: 31st May 2023 - 7:30pm – Sarn Village Hall (including Annual Meeting).

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