

KERRY COMMUNITY COUNCIL MINUTES
 Cyngor Cymuned *CERI* /KERRY Community Council –
 Serving the villages of Kerry, Sarn and Dolfor

Wednesday 28th June , 2023 - 19.30, Dolfor Village Hall

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

Email: clerk@kerrycommunitycouncil.gov.uk

Minutes

Chair	Cllr. D. Jones (Sarn)
Vice-Chair	Cllr. C. Seal. (Kerry)
Attendees (delete as necessary)	Cllr. V. Wildish (Kerry) Cllr. R. Gardner (Dolfor) Cllr. B. Pryce (Sarn) Cllr N. Hayward (Kerry) Cllr G. Evans (Kerry) Cllr D. Lush (Kerry) – late arrival 20:13 (prior meeting) Cllr P. Jenkins (Kerry) Cllr S. Holloway (Kerry) Cllr I. Jones (Dolfor)
County Cllrs	0
Other Officers	0
Members of the Public	0
Clerk.	Ria Roberts

Chair notified the Council of the sad passing of former KCC Cllr Meirion Powell, who will be sadly missed by the community.

Item no	Description	Actions/Resolutions/Comments
1.	Apologies	PCC Cllr B.Breeze, G. Gough – Biodiversity Officer. Abs - Cllr M. Morgan (Sarn), Cllr L. Powell (Kerry).
2.	Declaration of Interest of any items on the agenda	none
3.	a. Confirmation of Minutes of meeting held 31st May, 2023 & Additional Planning Meeting 5th JUNE	Minutes approved.
4.	Matters Arising	
a.	Cllr Training Requests	Cllrs Wildish/Seal to attend One Voice Wales' Innovative Practice Conference - Facing the Challenges of a Demanding Future 05/07/23 cost £120.00 (£60.00 ea.). Basic Training provided to Cllrs - THE CODE OF CONDUCT FOR COMMUNITY AND TOWN COUNCILLORS.
b.	Dolforgan Park Play Area Renovation	KCC MINUTES AMENITIES COMMITTEE 07June2023 VW circulated to Council. Due to the specialist/technical nature of the project suitable companies were sourced/ pre-qualified by the Amenities Committee and Invitations to tender were sent to companies that met the project criteria e.g., Children's playground standards

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		<p>BS EN 1176 series: 2017. Three tenders received by the cut-off date 31st May, which were evaluated at the meeting on 7th June. Result as follows; (i) Ray Parry 4.45 out of 5; (ii) Dragon Play 3.96 out of 5 (iii); Adventure Playgrounds 3.78 out of 5.</p> <p>Cllr N Hayward has completed the NL “Start your Grant” form. Clerk has provided NL with a current bank statement.</p> <p>Amenities Committee met Ray Parry (20th June) to discuss/ agree project programme and clarify outstanding queries i.e., backs to benches/ gate positioning/ liaising with groundworks contractor. Meeting notes provided to Council.</p> <p>Cost of works/quote by R. Parry £55,000.00 – settlement 30 days following completion of works.</p> <p>Council to arrange clearing of site for ground works. Cllr B Pryce/ Cllr N. Hayward to facilitate.</p> <p>Groundworks 3 quotes received range £2,400.00 to £4000.00. Cllr Hayward to liaise with lowest quote</p> <p>Funding transferred to MM bank account.</p>
c.	Audit Wales – External Audit FY 22/23	<p>The basic audit information submitted to Audit Wales via email including the Kerry Community Council - Statement of Payments to Members FYE 31st March 23. Annual Return Display Notice from 18th June 2023 added to website and displayed on Noticeboards.</p> <p>Clerk full triennial audit data to be submitted to Audit Wales via Objective Connect. Audit Wales Invoice FY 21/22 £200.00 received – payment authorised.</p>
d.	Playground Maintenance	<p>Playground Caretaker to submit weekly checklists to Clerk/ Cllrs Hayward & Wildish. School Playing Fields - Cllr S Holloway carried out a remedial repair to a bench/ table, which will suffice for now but should be assessed by a carpenter. Some of the timber has rotted preventing a firm fix.</p> <p>Cllr Hayward/ Holloway conducted a site visit with Playground Caretaker.</p>
e.	Area Noticeboards	Cllr V Wildish – ongoing review.
f.	Community Speed Watch Volunteers	PCC Cllr B Breeze to update at next meeting – July 26th
g	Website Upgrade	Clerk in the process preparing existing website for upgrade with a view to the project commencing early July and completing early September. Website design choice selected ‘Parham’. Website designer - Vision ICT request 60% of upgrade invoice at the commencement of project – Council approved expenditure - £330.00 + VAT
h	Area reports from May - status	<p>Cllr M. Morgan, Cllr. C. Seal & Cllr V. Wildish to feedback regarding the following Kerry reports;</p> <ul style="list-style-type: none"> • Tree overhanging resident’s garden – Rowan Court – Cllr Wildish liaising with Built Heritage to ascertain if trees have a TPO. • Gate in poor condition – Willans Drive access to Dolforgan Park – requires replacing - Cllr B Pryce to review. • Dolforgan Park Bridge – requires repainting and bridge survey – Survey due 2024 therefore Council scheduled Survey March 24.
i.	Kerry Public Toilets – Cleaning/ Maintenance Contract Renewal	Contract updated 27 th June and approved & signed by Council Chair. Cllr V Wildish to liaise with Caretaker for signing.
j	Annual Insurance Renewal	Cllr D Lush liaised with AJG Insurance Brokers and advised increase in Asset values. Premium £1,482.66 (approximately 4% increase in premium) – approved by Council.
k	Cemetery Extension	Cllr B Pryce/ Clerk to action via Environmental Health - PCC.

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l	Standing Orders/ Financial Regulations Amendments	Main draft amendments to existing Standing Orders approved. Section 8.5 to be reworded. Action by Clerk OVW – Model Standing Orders/ Financial Regulations under review by OVW.
m	Staff Appraisals	Cllr C Seal conducted Clerk appraisal 28 th June. Clerk left meeting. Cllr C Seal proposed - increase to Clerk's hours to 55 hrs per month, due to workload. Apply NALC proposed increase of £ £1,925 PA pro-rata from 1 st June 2023 to ensure a back dated salary increase in order to reduce the employer NI liability. Council approved. Additional salary adjustments may be required following the finalisation of the NALC award. Cllr N Hayward/ Clerk to liaise with Playground Caretaker re appraisal.
5.	Amenities Report	No additional updates noted.
6.	KCC Website/Facebook	Website Analytics - Users 210 (-7.0%) Sessions 274 -(+2.6%) Bounce Rate 66.0% (+8.1%) Avg Session Duration 00:02:19 (+65.3%) User Acquisition - Organic Search 48.1%, Direct 47.8%, All Other Sessions 4.0% Note that google analytics will cease 31 st July and analytics will not be available until the new website is in situ – September 23. Facebook continuing to get more users/ followers.
7.	Biodiversity Report	Biodiversity Officer - G. Gough – Apologies Embankment A489 (opposite Post Office) council to consider grant funding. In the interim Council to consider maintenance options. Actions by Biodiversity Officer – Planted trees in cemetery - rowan tree donated by Kerry WI & a grey willow. Tidied and added plants to the butterfly garden.
8.	Visits & Meeting attended	Black Hall Trust 14 th June – Cllr V Wildish Meeting Summary - The monies in the wound-up fund are to be used for 'the benefit of the children of Kerry'. It was proposed and agreed that the bulk of the money would be used to erect a wooden shelter/outdoor teaching area in the children's garden at the school. With remaining funds being passed to KCC for expenditure on either St Michael's School play area and/or Dolforgan Park play area. Powys County Council Climate Stakeholder Group 26 th June – Clerk attended remotely. Inaugural meeting to discuss the form/format of the group/ TOR & frequency of meetings. Board of Governors St Michael's School 28 th June – Cllr D Lush Meeting summary – Governors discussed Black Hall Trust monies. Reported mole hill infestation resulting in possible postponement of sports day. Governors to liaise with PCC.
9.	PCC Cllrs Report	None submitted
10.	Correspondence	Outgoing: <ul style="list-style-type: none"> • Customers advised of Cemetery Fee increases. • Email to PCC Status of Section 106 funds £10,000 - P/2009/0106 Dolforgan View – PCC advised funds not yet received. Clerk to follow up • Kerry Football Club – Approved letter re lease extension/project support sent. • S137 Grant recipients informed that funding will be paid end of June. Incoming: Pensions Regulator Online Submission
11.	Planning Application & Correspondence	
a.	No Planning Applications received	None received

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b	Outgoing Correspondence – Consultee Response - Application Reference: 23/0630/FUL - Brynlllywarch Hall School -	Response emailed to PCC Case Officer & Planning team 14 th June and recorded in Planning Portal. Chair/ Resident Representatives to attend/ speak at PCC Planning Meeting, as appropriate. Welsh Ministers have been asked to call in the application - letter to PCC 22/06/23 Clerk to liaise with PCC Cllr B Breeze.
12.	Finances - Income & Expenditure	Expenses: Clerk - £9.50 Office Paper – Approved Cllr V Wildish - £56.00 Printer Cartridges - Approved Bank Balances 31/05/23 - Current Account £44,640.02 MM Account £12,800.00 Bank Reconciliation 31 st May approved & signed (Chair/Clerk) Clerk requested permission to set up DD for HMRC PAYE/NI payments - approved. Finance & Governance Sub-Committee Meeting scheduled 12 th July – MS Teams Payments & Receipts – Appendix A.
13.	Area Reports - June	Sarn - Pothole repair standard Cllrs considered that repairs were substandard – Clerk to report to PCC Cllr B Breeze. Dolfor - Garn Fach wind farm development request for more environmental information. Kerry – Request Grass Contractor provides Clerk with schedule prior to cutting.
14.	Items arising for next meeting	

Appendix A Payments & Receipts (12)

Payments		
Date	Description	Amount £
25-May-23	L R Stephens KCC001 14052023	-£ 110.00
25-May-23	Bridgen Contracting Inv 1299 1/6	-£ 960.00
26-May-23	BANK CHARGES TO 04MAY2023	-£ 5.00
30-May-23	Clerk Salary May 23	-£ 548.00
30-May-23	Playground Caretaker Salary May 23	-£ 56.63
31-May-23	Toilet Caretaker Contract Payment	-£ 274.00
02-Jun-23	ICO	-£ 35.00
06-Jun-23	EDF ENERGY (DD)	-£ 61.00

Receipts		
Date	Description	Amount £
02-Jun-23	MM Acct GROSS INTEREST TO 01JUN2023	£ 21.55
08-Jun-23	Leach & Sons Inv 3	£ 330.00
19-Jun-23	Leach & Sons Inv 4 & 5	£ 605.00

Meeting Closed:20:53

Approved by Chair/ Vice- Chair: *David Jones* (Hard copy signature on file)

Date: 26th July 23

Next Meeting – 26th July 2023 – 19:30 - Kerry Village Hall

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