KERRY COMMUNITY COUNCIL ORDINARY MEETING MINUTES Cyngor Cymuned CERI /KERRY Community Council – Serving the villages of Kerry, Sarn and Dolfor Clerk: Ria Roberts, Oak Cottage, Sarn. SY16 4HG. Phone: 01686 671275

Email: <u>clerk@kerrycommunitycouncil.gov.uk</u>

MINUTES COUNCIL ORDINARY MEETING held on Wednesday 31st January 2024 - 19.30, Kerry Village Hall

In accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1, extended by Local Government Act 1972 Section 100, the meeting is open to the public to attend as observers except where excluded (during the whole or part of the proceedings) by resolution of the Community Council by reason of the confidential nature of the nature of the business to be transacted.

1.	Welcome by Chair, Attendance, Apologies for Absence and Remote Meeting Etiquette			
	Attendees: Cllr. D. Jones (Sarn), Cllr. C. Seal. (Kerry), Cllr. R. Gardner (Dolfor), , Cllr D. Lush (Kerry), Cllr P Jenki			
	(Kerry), Cllr I. Jones (Dolfor), Cllr V Wildish (Kerry), Cllr. B. Pryce (Sarn), Cllr M. Morgan (Sarn), Cllr L Powell (Kerry)			
	Cllr S Robertson (Kerry)			
	Apologies: Cllr S Holloway (Kerry), Cllr G. Evans (Kerry)			
	Absent: 0			
	County Councillors attendance: PCC Cllr B Breeze			
	Remote attendees: 0			
	Members of the Public: 0			
0	Minutes taken by Clerk – Ria Roberts			
2.				
2	No declarations of interest declared			
3. Confirm, Approve & Sign Minutes of Ordinary Meeting held 29th November 2023, Grant Sub-Committe				
29th November 2023 & Additional Planning Meeting 10th January 2024. Council resolved to approve the meeting minutes.				
	Council resolved to use digital signatures on noticeboard minute copies. The official hard copy of the minutes will be			
	signed in accordance with LGA 1972, Schedule 12, para 41.			
4.	Matters Arising			
a.	Cllr Training Requests			
<u>u.</u>	Clerk Training			
	 Agendas, Summons & Minutes Feb 15, 2024, 12:00 PM Virtual Scribe (Free) 			
	 Navigating the Path to a Successful Internal Audit Feb 19, 2024, 01:00 PM Virtual Scribe (Free) 			
	 SLCC Internal Audit Introductory Course 25 January 2024 Virtual (Free) 			
	Councillor Training			
	BESPOKE WLGA - Use of IT, Websites and Social Media Module 16 - 29022024 Cllr C Seal & Clerk (Free			
	places)			
	How to Use Online Resources to Solve Planning Problems - 4th March 2024 - Change of Cllr attending.			
	Council resolved to approve the training and no further requests were received.			
b.	Proposed 20 MPH Speed Limit in Kerry (A489) – Public Consultation – PCC Cllr B Breeze reported to Council.			
	PCC Cllr B Breeze has put forward a recommendation, supported by highways, for a proposed 20 MPH speed limit in			
	Kerry (A489). The decision to hold a public consultation will be made on Monday 22 nd January by Cabinet member for			
	Highways coming into force 5 days later – 29th January 2024. Update: The Cabinet Member decision to commence the			
	public consultation process was made on the 22nd of January 2024, but cannot be implemented until after Monday the			
	29th January 2024. The Cabinet Member Report and Decision can be viewed at			
	https://powys.moderngov.co.uk/ieListDocuments.aspx?CId=936&MId=8394&Ver=4			
	PCC looking to start the public consultation period 2nd February closing on Friday 1st March.			

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	Kerry Community Council resolved to respond with acceptance of a mandatory 20 where there is an advisory 20 currently by St Michael's School. (Vote held – majority approved 7/11). PCC Cllr B Breeze to report back to PCC.	
	Noted that Clirs could respond to public consultation as residents.	
С.	Status of Playground Lease – Kerry Recreation Playground	
	Clerk circulated KCC Copy of the lease and associated minutes/ documentation 16 th January to Councillors. The Council's documentation is incomplete and the Clerk requests permission to liaise with PCC to obtain missing documentation. The lease agreement ends in 2030 and therefore the Council would have to extend the lease before applying for grant funding. Council resolved to approve Clerk contacting PCC. Action with Clerk.	
d.	Cemetery Rules/ Loose Headstone update	
	 Clerk circulated existing Cemetery rules, which require review and updating. Council resolved to ap Clerk updating rules & providing a draft at the next meeting for approval. Action with Clerk. 	
Cllr S Holloway has raised the issue of dogs not being on a lead in the cemetery and reques		
	appropriate signs are in place at the cemetery. Council resolved to approve Clerk sourcing appropriate	
	sign approx. £10.00 each for fixing at the entrances to the cemetery. Action with Clerk.	
	R George Headstone - Relatives made contact and will be arranging maintenance.	
	Cemetery hedge that was overgrown and covering a headstone was cut back by contractor.	
е.	Remote/ Hybrid Meeting Process Review	
	Clerk reviewed equipment options however both a microphone & speakers are required for hybrid meetings together	
	with a separate laptop/ monitor for managing remote attendees. Costs for a microphone/ speaker – omni-directional	
	price range from £120.00 to £1000.00 plus. Council resolved to check for funding for required hardware. Action	
t	with Clerk to check with PAVO/ OVW Check funding for hybrid. Cllr Lush volunteered to provide speakers.	
f.	Internal Auditor reappointment Clerk confirmed with LRS Auditing – Mr L Stephens that he is prepared to complete our internal audit for FYE	
	31/03/2024. There is an increase in the hourly rate from £22.00 to £23.00. Last year's invoice was for £110.00 (5 hours)	
	therefore it is anticipated that this year's costs would be approximately £115.00.	
	Council resolved to approve Internal Auditor for FYE 31st March 2024.	
g.	Area reports outstanding – Clerk/ Councillors to provide updates on outstanding matters.	
	TPO Application Ref: 23/1913/TPO Proposal approved by PCC: Location: Dolforgan Park. Maintenance	
	Contractor due to commence 29 th January however delayed to 1 st / 2 nd February. Contractor has supplied PL & RAMS for Council records. Quote for tree works - £1850.00 + VAT. Action with Cllr M Morgan to liaise with contractor.	
	Gilfach Lane landslip (no 9934-5969-7645-5389) – issue is still active and under investigation – PCC Cllr B Breeze to update. No further information – Action with PCC Cllr B Breeze to chase.	
	 Kerry bin location report submitted to PCC. Missing lamp post mounted bin at the junction of Fairfields PCC informed will not be replaced. Action with PCC Cllr Breeze for reinstatement - ongoing. 	
	 Dolfor Bin prospective location - Dog waste - "identified an alternative location by the church in Dolfor which is where we get the most issues regarding dog fouling, if this would be agreeable to the Community Council". email from PCC K Lewis 6th December 2023. Dolfor Councillors to advise Council if they would like to proceed. Dolfor Councillors resolved to respond with project on hold due to concerns about bin not 	
	 being emptied regularly. Cllr D Lush has refurbished the old playground bench – Council to advise siting of bench – deferred from 29/11/2023. Council resolved to reinstate bench at Dolforgan park when the weather improves. 	
	 Sarn Road Noise – loose/ raised ironworks and red road markings - PCC Report 5045-0570-5206-6140 – December 2023. Complaint received from Sarn Resident regarding excessive road noise. Issue raised with 	
	Clir S Robertson and reported to Clerk to raise with PCC. PCC are dealing with the ironworks. Clir Robertson advised council of the actions taken by PCC and that any further action is with PCC.	
	 Fallen Tree - Kerry Recreation Adventure Playground - Cllr S Holloway/ Cllr V Wildish/ Cllr C Seal/ Cllr D Lush attended - no damage to equipment and fallen tree dealt with. Chair thanked Cllrs for their prompt attention to the issue. 	
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Kerry Bin – adj. to St Michael's School Playing Field - Clerk reported to PCC Waste Awareness. E			
	 RoSPA Report costs – Playsafety Ltd quoted £196.00 + VAT for the 2 playgrounds. PCC will circulate their charges in April. Action with Clerk to report to Council. 		
	 Area reports allocated to Clerk 29th November – actioned. 		
h.	IRPW – Basic Councillor Payment - £156.00 – Clerk to provide "Opt out" forms for councillors.		
	Remaining Councillors wishing to opt out of basic payment to complete opt out forms before 14th February 2024. Forms		
	available from Clerk at meeting or via email. (6 forms received to date). Clirs to email clerk.		
i	Tenders for Council contracts – Council reviewed tender evaluations and to resolved to award contracts, as follo		
-	Tenders received at closing date 20th January 2024 – Tenders opened after closing and circulated to Councillors.		
	Toilet Cleaning/ Maintenance Contractor – 1 tender submission (existing contractor) - £3650.00 – Zero VAT – PL/		
	RAMS to be clarified.		
	Cemetery Maintenance Contractor – 1 tender submission (existing contractor) - £9.140.00 +VAT – 2 years		
	Grass Cutting Kerry – 3 tender submissions - Tender price range from £4350.00 to £5180.00 + VAT – 2 years.		
	Tenders were advertised in County Times (in print & digitally), on KCC Website, KCC Noticeboards and KCC Facebook		
	from 19 th December 2023.		
	Tenders evaluated by Cllr D Jones, Cllr V Wildish, Cllr D Lush, and tender evaluation report collated by Clerk.		
	Council resolved to approve the appointment of the contractors for the Toilet Cleaning/ Maintenance &		
	Cemetery Maintenance. Council resolved to approve the appointment of the cheapest Grass Cutting		
	Contractor.		
	Cllr V Wildish/ Clerk to action.		
j.	Freedom of Information request		
	FOI request received (name supplied) requesting the following information.		
	"Please provide details of any meetings between the council (and members of) and representatives of CPRW (the		
	Campaign for the Protection of Rural Wales) since January 1st, 2023.		
	Please disclose.		
	 Date of meeting/ Attendees of meeting/ Reason for meeting/Any minutes or notes taken." 		
	The request was received on the 18 ^{th of} January and therefore the 20 working days are applicable from this date.		
	Clerk does not have any records of meetings meeting the above-mentioned criteria and Councillors confirmed that they		
	had not attended any relevant meetings that could fall within the criteria.		
	Council resolved to respond to request stating that KCC has not held and/or being present at any meetings		
	within the requested criteria.		
k.	One Voice Wales Meeting 16 April 2024 – Cllr V Wildish requested funding for refreshments for meeting.		
	Cllr V Wildish provided estimate of costs - approx £50.00 (Kerry WI) - Council resolved to approve expenditure.		
l. –	Kerry Football Club Status & amendment of lease		
	KFC has corresponded with the Council (8th January) as follows:		
1			
	"At present the Community Council kindly leases the ground to the football club in our current guise. Would the		
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	RoSPA report for Kerry Recreation Playground sent to Ray Parry for a repair quote. Action with Cllr V
	Wildish
	 Council to check the responsibility for maintaining the trees on the leased land – Action with Clerk Playground Caretaker undertake RoSPA training course. Action with Cllr V Wildish.
	 Playground Signs - Clir V. Wish completed draft – requires translation into Welsh. Council to utilise https://businesswales.gov.wales/heloblod/ free translation for 500 words. Action with Clerk to register.
	 Letter of thanks to former Cllr Neil Hayward for the major input into Dolforgan Park Playground & Kerry Toilet –
	Clir V Wildish to liaise with Clerk.
	 Kerry Toilet - issue with thermostat Amenities committee to contact engineer – Action with Cllr V Wildish.
	 Kerry Toilet - Soft close on cleaner's cupboard vandalised – Cllr D. Lush removed & won't be replaced.
	 Access to toilets discussed due to vandalism/ inappropriate use – Council to investigate installing a disabled
	key mechanism approx. £200.00 for the disabled toilet and leave main toilets operating on existing
	arrangements. Action with Amenities Committee.
6.	KCC Website Analytics/Facebook
	Website analytics – Since 21 st December to date – 352 page views of which 97 were new users.185 sessions & 106
	users.
7.	Biodiversity Report
	Cllr Morgan to update regarding the re-siting of the willow tree (Kerry Cemetery). Action with Cllr M Morgan ongoing.
	Cllr L Powell – Biodiversity Officer selected and approved by Council.
8.	Visits & Meeting attended
	OVW Meeting 15th January 2024 - Remote - Cllr V Wildish – Meeting summary circulated.
	VMRC Meeting 15th January 2024 - Cllr C Seal/ Cllr G Evans – Meeting summary circulated.
	Main emphasis on biodiversity. VMRC aim to involve villages/ residents/ school children culminating in a meeting/event
	in June for the Big Green Week. Cllr C Seal/ Cllr D Lush to liaise regarding school involvement.
	Garreglwyd Benefit Fund 29th January 2024 – Cllr I. Jones/ Cllr D. Jones – Grants awarded for KCC Ward:
	Dolfor WI £300
	William Buckley Pugh Hall Dolfor £7,100
	Kerry Football Club £8,100
	St Michael's school £2,805
	Sarn YFC Marquee hire £2,500 Total committed/ allocation: £20,805
9.	PCC Clirs Report
9.	Clir B Breeze report to Council.
	 Sarn - Fallen tree overhanging City Lane, Sarn from 22nd January – waiting removal by landlord. PCC Cllr B.
	Breeze chasing possible removal 1 st Feb.
	 Community Police Meeting Summary - Cross border thefts farm under investigation police are encouraging
	locking up assets and/or using trackers. Report - 1 theft vehicle/ 1 burglary and 1 criminal damage. Residents
	to call 999 if they see someone suspicious on their property.
	Date for speed watch training to be announced shortly.
	 Welsh Air Ambulance EMRTS Cymru – recommendation to close Welshpool/ Caenarfon bases. Public
	consultation to open shortly. Recommend Council responds.
10.	Correspondence Incoming & Outgoing
	Incoming via Email:
	OVW - Local Government Finance (Wales) Bill - responses by 15th January 2024 - circulated to Council.
	OVW Cost of Living Crisis Survey - response by 19th January – Clerk completed as instructed by OVW.
	PCC, Town and Community Council Minutes 22nd November - circulated to Council.
	PCC - Powys Replacement Local Development Plan (LDP) – Key Issues, Objectives and Vision - comments must be
	received by 5pm Sunday 28th January 2024 - circulated to Council.
Δηνια	Welsh Air Ambulance EMRTS Cymru stake holder update 15th January 2024 - circulated to Council. ember of the public wishing to attend in person/ via telephone/remotely and/or address the Council in Welsh, please contact the clerk as
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ward forms for Kerry Toilets/ Dolforgan Playground					
es recommended Cllr D Jones to attend – approved by					
<u>Outgoing</u> Letter of condolence - Jill Kibble S137 Grant Awards - applicants advised by email					
ject to Tree Preservation Orders. Location: Dolforgan Park, erry Community Council. Application approved 16 th January.					
Il School DCC Planning Taxi Liconsing & Pights of Way					
PCC Planning Meeting - PA 23/0630/FUL Brynllywarch Hall School – PCC Planning, Taxi Licensing & Rights of Way Committee - 11th January 2024 – Attending Councillors reported that PCC resolved to approve application. Cllrs queried whether Planning committee councillors attended the site before approving. Clerk/ PCC Cllr B Breeze to ascertain PCC protocol for PA site visits.					
w & approve report.					
0,512.64 MM £5,000.00					
from 21 st November 2023 to 22 nd January 2024					
/ed/ signed by Chair/ Clerk					
Vice-Chair. Clerk - £19.25 postage/paper. Cllr V. Wildish -					
gan £105.00 Woodchip (Dolforgan Playground) & Clir D.					
. Clerk to action.					
I resolved to move to MM account.					
02/01/2024.					
esolved to approve payment.					
Finance & Governance meeting to be scheduled w/c 12 th February Area Reports – January 24					
cut back but debris still scattered. Action with PCC CIIr B					
Sui back bui debris sini scallered. Action with PCC Cin B					
fa, Dolfor – post code SY16 4DW – damage to tyres noted.					
lamaged – Clerk to notify PCC Public Rights of Way					
anaged - Clerk to notify FCC Fubic Rights of way					
road embankment is 'falling away'.					
riorating. There is a metal bolt near old people's bungalow –					
tnut View has large dips. Cllr V Wildish to provide Clerk					
Berrin farm & Cefn y Berrin SY16 4EX.					
s on Sarn/Anchor Road above Cwmearl farm /Robins Nest					
SY16 4EQ					
LX					
n Hodley to Abermule Rd nr Oak Lea SY16 4NB.					
Clerk to report area reports to PCC. Items arising for next meeting – February 24					
FUL Proposal: Erection of 2 no. affordable housing units with					
pective) Site Address: Land Opposite Brynllwarch Garden,					
Clerk requested 21-day extension. PA will be considered at					
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sion noted Data Protection/GDPR					
ision Iy an					

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- Clerk contract updated regarding pension provision. Resolution Nest pension scheme approved for use by Council and employment contract updated/ signed by Chair & Clerk.
- Staff Appraisals Clerk Council resolved to cover cost of training hours for CiLCA upon submission of approved timesheets. Clerk to promote message board.
- Staff Appraisals Playground Caretaker. Amenities Committee to progress.

Appendix A

-	Payments	-
<u>Date</u>	Description	Amount
26-Nov-23	BANK CHARGES TO 04NOV2023	-£ 5.80
29-Nov-23	Clerk Salary November	-£ 774.70
29-Nov-23	Playground Caretaker Salary November	-£ 56.63
30-Nov-23	EDF ENERGY DD	-£ 71.00
01-Dec-23	Toilet Cleaning/ Maintenance Contract	-£ 304.40
04-Dec-23	Andrew Mills Inv 2130	-£ 300.00
05-Dec-23	Ray Parry Playgrounds Chq 200440	-£ 54,000.00
07-Dec-23	G.D.Davies Inv 1807	-£ 120.00
18-Dec-23	Border Janitorial Inv 224263	-£ 108.78
18-Dec-23	Bridgen Contracting Inv 1347 6 of 6	-£ 960.00
18-Dec-23	Playsafety Limited Inv 76175	-£ 302.40
18-Dec-23	Starboard Systems Inv 4738 (Scribe)	-£ 417.60
20-Dec-23	Newsquest WAR2909224	-£ 140.35
22-Dec-23	Russell Francis Haulage Inv 4115	-£ 5,544.00
26-Dec-23	BANK CHARGES TO 04DEC2023	-£ 6.20
29-Dec-23	Clerk Salary December	-£ 794.10
29-Dec-23	Playground Caretaker Salary December	-£ 56.63
02-Jan-24	SLCC ENTERPRISES LBK213919-1	-£ 36.00
02-Jan-24	One Voice Wales Inv 7642	-£ 38.00
02-Jan-24	Russell Francis Haulage Inv 4156	-£ 424.80
02-Jan-24	Audit Wales C00771 Inv 009946	-£ 200.00
02-Jan-24	Toilet Cleaning/ Maintenance Contract	-£ 304.40
12-Jan-24	Arthur J Gallagher19500263 529718391	-£ 70.27
12-Jan-24	POWYS C/TAX NDR 10021626 20174509	-£ 480.00
19-Jan-24	EDF ENERGY Bill	-£ 241.96
-	Receipts	-
<u>Date</u>	Description	Amount
01-Dec-23	GROSS INTEREST TO 30NOV2023 MM Acc	£ 93.87
29-Dec-23	PRECEPT PAYMENT 3/3	£ 10,752.56
15-Jan-24	HMRC VTR	£ 12,498.25

Meeting end: 21:19

Approved by:

Date:

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