

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: clerk@kerrycommunitycouncil.gov.uk

MINUTES– COUNCIL ORDINARY BUSINESS MEETING held on Wednesday 29th May 2024 – 20:00, Sarn Village Hall

In accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1, extended by Local Government Act 1972 Section 100, and amendments to that act provided in Schedule 4 of the Local Government and Elections (Wales) Act 2021. 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 Cllr D. Jones thanked Cllr I. Jones for his long service (50 years) to the Council and community. The Annual/ Ordinary Meetings were preceded by a short retirement ceremony.
	Attendees: Cllr. D. Jones (Sarn), Cllr. C. Seal. (Kerry), Cllr. R. Gardner (Dolfor), Cllr D. Lush (Kerry), Cllr P Jenkins (Kerry), Cllr S Holloway (Kerry), Cllr I. Jones (Dolfor), Cllr V Wildish (Kerry), Cllr. B. Pryce (Sarn), Cllr M. Morgan (Sarn), Cllr S Robertson (Kerry), Cllr E Meredith-Jones (Kerry) Apologies: Cllr L Powell (Kerry), Absent: 0 County Councillors attendees: 0 Remote Attendees: 0 Members of the Public: 0 Minutes taken by Clerk
2.	Declaration of Interest of any items on the agenda Declarations received: None received
3.	Confirm, Approve & Sign Minutes of Ordinary Meeting held 24th April 2024 & Finance & Governance Sub-Committee Meeting 16th May. The Council resolved to approve and sign the minutes of Ordinary Meeting held 24th April 2024 & Finance & Governance Sub-Committee Meeting 16 th May.
4.	Matters Arising
a.	Cllr Training/ Event Attendance Requests - Council to review & approve. Training requests: None received.
b..	St Michael’s School Playground Lease – Kerry Recreation Playground – Clerk update on progress of lease extension Clerk contacted PCC 29 th April & 21 st May – PCC awaiting information from their legal department. Clerk to liaise with Cllr D Lush regarding the lease renewal.
c.	Sarn Noticeboard Replacement & disposal of old noticeboard – Clerk to update & council to resolve disposal Cllr B Pryce fixed the noticeboard and is now in operation. Council resolved to dispose of old noticeboard due to the poor condition. Cllr B.Pryce/ Clerk to action.
d.	Area reports outstanding – Clerk/ Councillors to provide updates on outstanding matters. <ul style="list-style-type: none"> • Dolforgan Bridge Survey – Survey completed 1st May and received 25th May circulated to Cllrs 26th May -. Surveyor stated that no urgent issues were noted. Due to date report received full consideration will be given to this matter at June’s meeting. Clerk requested an insurance valuation for the bridge to ensure full cover (see Annual Meeting (4.g). Fee Invoice submitted £225.00 – processed as resolved minutes 29/11/2023 – item 4(g). • Area reports allocated to Clerk at meeting 24/04/2024 have been reported to PCC
e.	Kerry Cemetery – Butterfly Garden & Waste bin labelling – Clerk to update and Council to resolve actions, as appropriate. <ul style="list-style-type: none"> • Clerk liaising with Cemetery Maintenance Contractor regarding suitable labelling for the bins on site. • Two residents have taken over the maintenance of the Butterfly Garden, including planting bee friendly plants, and will be attending every Monday. Clerk has informed the Cemetery Maintenance Contractor, and the

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	contractor is aware that should the volunteers stop, the maintenance will resort back to them for general maintenance. Council considered that local volunteering should be commended however should any associated health & safety concerns or insurance liabilities arise these should be relayed to the residents as soon as possible and the Council will need to resolve these issues formally. The Council has not resolved to formalise the volunteering activities at the cemetery at present.
f.	Legionella Assessment – Kerry Toilets –
	Powys Safety Solutions has quoted £50.00 + VAT for a Standard Legionella Assessment – Council resolved to approve expenditure. Clerk to action.
g	Status of the RoSPA reports – clerk updated
	PCC has confirmed that our Playgrounds have been scheduled for an annual RoSPA inspection.
h	Kerry Village Asset Inspection
	Date agreed – 10 th July – 19:00 – Kerry Village Hall. Sarn bench to be reviewed by Cllr B Pryce/ Clerk. Clerk to send invitations to Cllrs.
i	Dolfor Community Councillor Vacancy – clerk to advise process
	Clerk to circulate election/ vacancy notice as soon as possible.
k.	Proposed appointment of a KCC Councillor to represent KCC at MMPPA quarterly meetings (Montgomery Medical Practice Patients Association).
	Cllr E Meredith-Jones serves as secretary to the MMPPA and proposes that KCC has a representative and is prepared to act as KCC representative. Council resolved to approve proposal and add an agenda item, as appropriate.
5.	Amenities Report from Amenities Committee – Asset Maintenance & PAVO Grant Application Status.
	<ul style="list-style-type: none"> • PAVO Grant submitted 8th May and has been put forward to the Grant Panel – Solar Panel quote for grant application was £3,800 ex VAT. If the grant is successful KCC will need to obtain 2 further quotes. • Playground caretaker noted bolt loose/ fallen off at Dolforan Playground 14/05. Cllr V Wildish contacted Ray Parry to complete remedial works to gate. Action with Ray Parry. • Invoice received from Andrew Bromley for signage £75.00 (zero VAT) as approved Minutes 27/3 & 24/4 item 5 & processed for payment 27th May. <p>Playground – St Michael’s Adventure Playground</p> <ul style="list-style-type: none"> • PO submitted to – Ray Parry £3730.00 ex VAT (minute resolution 27/3 (item 5). Completion of works by Mid-June. <p>Other maintenance issues reported to Ray Parry.</p> <ul style="list-style-type: none"> • The rubber handles on Rocker were replaced last week. • Supplier is sending a replacement for Rock, Paper, Scissors unit and Ray Parry will remove existing and install upon arrival. <p>Kerry Toilets:</p> <ul style="list-style-type: none"> • Graffiti in male toilets – Cllr S Holloway/ Cllr V Wildish attended and remedial works completed. <p>Amenities Committee Meeting held 1st May –draft minutes circulated 27th May and added to KCC Website.</p>
6.	KCC Website Analytics/Facebook – update/report
	Website - GA4 – 377 page views/111 first visits/ 128 users/ engagement 1m 17s – 23/4 to 20/5
7.	Biodiversity Report – Cllr C Seal to provide update - Biodiversity Engagement Event - Sunday 30th June 2024.
	Cllr C. Seal & Cllr S Robertson outlined the cloth bag options for the event and the Council resolved to approve 100 - 150 bags for estimated £351.59 + VAT. Cllr S Robertson designed the artwork. The event will be a joint Kerry CCI/ VMRC event and KCC will be named on the “give away” bags. Cllrs Seal/ Robertson & Clerk to Action.
8.	Visits & Meeting attended – Council to receive reports
	PCC Town and Community Council Meeting - 22.05.24 – Attended by Cllr V Wildish (remotely)– Minutes circulated 28 th May. - Summary- PCC would like to encourage residents to have a My Powys Account i.e. to access services/ Council Tax bill, Discussion related to PCC Procurement Process, Q&A 9 th July regarding LDP (remote).
9.	PCC Cllrs Report
	None received
10.	Correspondence Incoming & Outgoing – not detailed in other items.
	Incoming:

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	<ul style="list-style-type: none"> Sarn Resident email 05/05– copied Council in on PCC report regarding the poor state of Wern Lane. Clerk acknowledged and advised that KCC has written to the CEO PCC directly concerning the highway network. Kerry Resident phone call 09/05 – regarding contractor traffic management Kerry re A489 road closure. Clerk contacted contractor to report. Cllr. Jackie Charlton, Cabinet Member (Powys CC) 10/05 responding to our letter 19/04 – response circulated to Cllrs 13/05 – regarding highway repairs. Montgomery TC – Invitation to Mayor Making May 31st at 7.00pm – circulated to Cllrs 15/05 PCC Planning Portal Team email 14/05 – access to platform unavailable 28/29/30 May re maintenance. Circulated to Cllrs 15/05 <p>Outgoing:</p> <ul style="list-style-type: none"> Kerry WI Thank you 29/04.
11.	Planning Applications Received – Council to resolve response as consultee
11.1	Application Reference: 24/0580/FUL- Proposal: Shed extension to create a covered manure store. Site Address: Garth-Heilyn, Dolfor, Newtown, SY16 4AH. Council resolved to “ SUPPORT ” application.
11.2	Planning Correspondence <ul style="list-style-type: none"> Draft PCC Correspondence regarding 23/0630/FUL Brynlywarch Hall School – Action with Cllr D Jones.
12.	Finances - Payments & Receipts/ Monthly Bank Reconciliation report.
	<ul style="list-style-type: none"> Bank Balances 30th April – CA £37,073.73/ MM £16,966.22 Bank Reconciliation to 30th April – Chair/ Clerk – Council resolved to approve & sign. Expenses authorised – Clerk - £5.40 (4 x 1st Class stamps for papers/ VAT return)// Cllr V. Wildish (Clerk – Amenities Committee) £4.20 paper. Transactions 22nd April to 21st May detailed in Appendix 1 – Council resolved to approve. Receipts & Payment list to 28th May circulated to Cllrs 28th May.- Council resolved to approve.
12.1	Year End Audit Status – Clerk updated
	As detailed at Annual Meeting – Internal Audit 23/24 completed & Clerk preparing paperwork for Audit Wales.
12.2	HSBC Bank Account Dual Authorisation. Clerk to provide update – Cllr Lush user account set up awaiting documents/ log in detail. Action with Clerk/ Cllr D. Lush
13.	Area Reports – May 24
	<ul style="list-style-type: none"> Cllr M Morgan (Kerry) – 2 x Potholes to report Redbridge, Nook Lane, Kerry SY16 4DY – Clerk to action Cllr S Robertson (Kerry) – Drain Culvert adjacent to A489 by Dolforan Hall turn (nr approach to Kerry from Newtown) – blocking during high rain intensity – Clerk to action Cllr R Gardner (Dolfor) – Advised Council that pothole reports submitted had been actioned within 2 months Cllr R Gardner (Dolfor)- Concern regarding the PCC selling of estate properties i.e. small holding/farms – Cllrs to request asset sale policy from PCC. Clerk to prepare draft correspondence to PCC for circulation. Cllr C. Seal (Kerry) – noted that small fires had been lit in Pennaron Woods – Cllr advised residents to contact police. Cllr D Jones (Sarn) – concerned about time taken to resolve some highway reports – Clerk to liaise with PCC Cllr B. Breeze.
14.	Items arising for next meeting– Meeting date 26th June 2024 – Dolfor Village Hall 19:30
	Dolforan Bridge Survey – actions arising from Surveyor’s report.
15.	Confidential Session – No Confidential Matters.

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Appendix 1 Finances

Payments		
Date	Description	Amount
22-Apr-24	Friends of St MichS137 KCC Grant 24	-£ 500.00
25-Apr-24	HMRC SDDS NI PAYE	-£ 188.84
26-Apr-24	BANK CHARGES TO 04APR2024	-£ 5.80
29-Apr-24	Clerk April 24 Salary	-£ 800.30
29-Apr-24	Playground Caretaker April 24 Salary	-£ 59.56
30-Apr-24	Border Janitorial Inv 227265 KER001	-£ 102.79
01-May-24	Toilet Cleaning Contractor	-£ 304.40
08-May-24	Clerk April 24 Expenses	-£ 51.26
14-May-24	L R Stephens KCC002 30042024 (Internal Auditor)	-£ 103.50
14-May-24	Kerry WI OVW 16042024	-£ 50.00
14-May-24	Andrew Evans Lands Inv 2719 KCC Contract 1/6	-£ 348.00
	Total Paid	-£ 2,514.45
Receipts		
Date	Description	Amount
23-Apr-24	HMRC VTR Q4 FYE 31032024	£ 604.36
30-Apr-24	PRECEPT RECEIPTS ACC 1ST PAYMENT	£ 11,291.00
10-May-24	Leach & Son Inv 17 - Burial Lloyd	£ 265.00
13-May-24	LOTTI O LEA T/AS INV NO 18 EVANS ST - Memorial	£ 200.00
	Total Received	£ 12,360.36

Meeting ended: 20:51

Approved by: *D. Jones*

Date: 26th June 2024

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