

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

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MINUTES – COUNCIL ORDINARY BUSINESS MEETING to be held on Wednesday 27th March 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, 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 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) Co-opted 27 th March. Apologies – None Absent - Cllr L Powell (Kerry) County Councillors: PCC Cllr B Breeze Remote Attendees: 0 Minutes taken by: Clerk. Members of the Public - 1
a	Co-Option of Councillor for Kerry (before agenda item 15) – following the Notice of Co-option posted on 25 th March, Eva Meredith Jones attended the Council meeting as a prospective Councillor. The Council resolved to Co-opt with an absolute majority vote of the councillors present and voting. Declaration of acceptance of office signed and witnessed.
2.	Declaration of Interest of any items on the agenda Declarations received: None
3.	Confirm, Approve & Sign Minutes of Ordinary Meeting held 28th February 2024 The Council resolved to approve and sign the minutes of Ordinary Meeting held 28 th February 2024.
4.	Matters Arising
a.	Cllr Training/ Event Attendance Requests Rebook The Council - Module 1 deferred training for Cllr S Robertson. Clerk to action.
b.	Proposed 20 MPH Speed Limit in Kerry (A489) – Feedback from Public Consultation Period - PCC Cllr B Breeze to update to Council. PCC has approved 20mph restriction and will be enforced from 29 th March 2025
c.	St Michael's School Playground Lease – Kerry Recreation Playground PCC response - 12/03 via email - The decision to extend the lease will need to go to the Strategic Asset Board. The next SAB will be held on the 21st of March and KCC will be updated shortly after. Clerk to follow up.
d.	Cemetery Rules & Signs Provision of a fireproof bag for burial books <ul style="list-style-type: none"> Cemetery Rules completed and available to download from http://www.kerrycommunitycouncil.gov.uk/Council_Assets_47661.aspx Dogs on Lead Signs x 2 purchased and installed by Cllr S Holloway – approved cost £18.03 inc postage. Burial Books are stored in a document box currently however due to inherent value the Council considered a purchase of a fireproof bag e.g. Fireproof Document & Water-Resistant Bag Silicone Coating & Zipper Closure (Storage Bag-24x12x12") £38.00. Council resolved to approve expenditure. Clerk to action.
e.	Sarn Noticeboard Replacement Suitable noticeboard 9 x A4 / side opening (illustration in agenda pack) – cost £348.96 ex VAT with KCC magnetic name plate or £308.98 without name plate. Board does not come with fixings and Council to install noticeboard and advise SRA of the installation date. Council resolved to approve expenditure including name plate. Cllr B Pryce agreed to fix the board to Sarn Village Hall. Clerk to action and liaise with SRA.
f.	Area reports outstanding – Clerk/ Councillors provided updates on outstanding matters.

Page 1 of 4 Any member of the public wishing to attend in person/ via telephone/remotely and/or address the Council in Welsh, please contact the clerk as above and supply any questions via email.

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	<ul style="list-style-type: none"> PCC Cllr B Breeze removed metal spike from pavement on Common Road – Report 2948-5810-0147-9283 TPO works – Dolforgan Park – Contractor has completed works and recycled chippings at Dolforgan Park playground – payment of £1,850.00 ex VAT processed as approved/ resolved by Council November 23. Dolforgan Bridge Surveyor has reconfirmed Survey commencing early April 24 – weather dependent. Hodley Signs being replaced by PCC – report 6376-9111-4930-9043. Action by PCC completed. Area reports allocated to Clerk at meeting 28/02/2024 have been reported to PCC. <p>Council resolved to write to PCC regarding the deterioration of the state of the highways in the area. Clerk to Action & liaise with PCC Cllr B Breeze.</p>
g.	Accident Report Form – Clerk advised Council KCC Accident Form has been circulated to Cllrs and employees via email 11/03 for use, as appropriate. Document reviewed by Finance & Governance Sub-Committee prior to circulation – hard copies were available at meeting.
h.	Model Standing Orders (OVW) – Council to review Model Standing Orders from OVW circulated to Cllrs via email 18/03 – Council to resolve to update or retain the current Standing Orders prior to the Annual Meeting – May 24. Council resolved to delegate review of Model Standing Orders to a small working group – Cllr C Seal & Clerk with back up review from Cllr V Wildish. Clerk to Action.
i.	Additional Signs – Kerry Public Toilets – “Caution Very Hot Water” – Council resolved to approve expenditure. Bilingual signs sourced – see attached illustration - £0.80 ex VAT per sign – not including postage. Clerk to action.
5.	Amenities Report from Amenities Committee – including Playground Maintenance St Michael's Playground. In accordance with the recommendations from the recent RoSPA report the cost of the maintenance required, for safety purposes, is as follows: Zip Wire £1,860.00 Basket Swing £380.00 Slide Climber £50.00 Net (repair rather than replace) £950.00. Spring Rider £490.00 Total £3,730.00 plus VAT. This essential expenditure was approved by Council. Dolforgan Park Play Area. Required Bilingual Signage quote– 2 @ £20.00 ea and 1 x A5 @ £10.00 – Total £50.00 ex VAT. Council resolved to approve expenditure. Kerry Toilets. Replacement bin (re vandalism) - £14.99 Playground Caretaker. Amenities Committee purchased litter picker for utilisation £11.99. Cllr S Holloway completed Playground Caretaker appraisal.
6.	KCC Website Analytics/Facebook Website - GA4 – 91 users (83 new) average engagement time 1m 27s. Facebook has 611 followers.
7.	Biodiversity Report – Councillors to review options for Biodiversity Projects FYE 31 st March 2025 Working collaboratively with VMRC - Our Big Nature event - Sunday 30 th June 2024. Mission statement included in Agenda Pack. Confirmed attendees - Montgomery Wildlife, RSPB, Rachel Carter OVW. VMRC have booked KVH. Cllr C Seal has requested input from Cllrs with the event. Update to be provided at next meeting.
8.	Visits & Meeting attended – Council to receive reports <ul style="list-style-type: none"> 'Sustainable Powys - Better Together' forum 16/02 - Cllr V Wildish - slides in agenda pack. Community Police meeting 09/03 – PCC Cllr B Breeze/ Cllr V Wildish accompanied police visit to Kerry Ward viewed a demonstration of handheld speed monitor. Meeting to be a regular activity. Powys Branch SLCC – 05/03 – attended by Clerk - Relevant information - SLCC producing a new Advice Note on S137 Places of Worship in Wales. VMRC Meeting – remote 04/03 re VMRC - Our Big Nature event Cllr C Seal (see item 7). One Voice Wales National Awards 27th March 2024 - Cllrs Wildish & Seal. The Council were awarded a Commendation in the 'Devolution of Assets Project' classification. Certificate copy for Village Halls. Webinar Sustainable Powys Better together – 21/02 Cllr V Wildish – recording to be circulated upon receipt. Relevant information - Community Councils taking on more activities from principal authorities.
9.	PCC Cllrs Report

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	PCC Cllr B Breeze continues to liaise with residents and report highways issues to PCC.
10.	Correspondence Incoming & Outgoing – not detailed or addressed in another Agenda Item
	<p>Incoming</p> <ul style="list-style-type: none"> Audit Wales – Audit Forms 2024 18/03 Powys Commercial Recycling - WTN Document Renewal 09/03 - Clerk renewed. Notification of scam emails – PCC Cllr B Breeze – 08/03 Police report no: 24000211010 Vandalism Kerry Toilets 28/02 - subsequent phone call - Community Police will increase area attendance to deter vandalism. Kerry Councillor Vacancy – PCC Electoral Officer acknowledged vacancy 27/02 – No request for an election therefore a Notice of Co-Option has been posted and publicised on 25th March. OVW webinar - "Understanding the new recycling rules for Community & Town Councils" -16th April 2024. Circulated to Cllrs – 26/03 Interested Cllrs to sign up utilising link in email. <p>Outgoing</p> <ul style="list-style-type: none"> New Workplace Recycling Rules April 2024 - Kerry Community Council Advice request 18/03 – response circulated to Amenities Committee 19/03.
11.	Planning Applications Received – Council to resolve response as consultee – None received to date (20/03)
11.1	Planning Correspondence – Council to review and action, as appropriate.
	<p>12/03/2024 PCC - 23/0630/FUL Full Application Brynlywarch Hall School Kerry Newtown SY16 4PB. Approval 06/03/2024. Minutes of Committee meeting - https://powys.moderngov.co.uk/ielistDocuments.aspx?Cld=138&Mld=8124</p> <p>Welsh Government Call in Request update 05/03/2024 (Planning) - Non-intervention.</p> <p>Council resolved to approve a letter of concern to PCC Planning related to the application process. Cllr D Jones/ Cllr V Wildish and Clerk to Action.</p>
12.	Finances - Payments & Receipts report. Council to review & approve report.
	<ul style="list-style-type: none"> Bank Balance as of 29th February 2024 – CA £36,811.16 // MM £16,924.00 See Appendix A for detailed Payments & Receipts from 21st February 2024 to 18th March 2024 Bank Reconciliation to 29th February 2024 approved/ signed by Clerk (RFO)/ Chair S126 VAT Reclaim Q4 draft 20th March 2024 - £604.00 approximately. OVW Membership 24/25 £400.00 to be paid by 31st March 2024 Expenses authorised by Chair – Cllr V Wildish £62.48 (see item 5) Contract Toilet Cleaner - £17.25
12.1	Draft Receipt & Payment Report FYE 31st March & Draft Annual Return. Council to review – Confidential not included in Public Agenda Pack – circulated via email 18/03
12.2	HSBC Bank Account Dual Authorisation. Council resolved to activate feature.
	HSBC recommends 4 authorised users to ensure that the authorisation process is not delayed. Cllr D Lush authorised to be additional user.
12.3	S137 Grant Payments April 24 – Clerk to advise payments.
	<p>Payments scheduled to be made:</p> <ul style="list-style-type: none"> Dolfor W.I. £250 Kerry Bowling Club £750 Kerry Village Hall £300 Kerry W.I. £150 Sarn Baptist Church £500 Sarn Bowling Club £150 Sarn Young Farmers Club £1,000 St. Michaels C in W school Kerry £500 St Michaels Kerry Friends of school £500 (on hold awaiting copy of quote - as per terms) Clerk chasing. Kerry Events and Defib Group £150 The Kerry News £550
13.	Area Reports – March 24 – Clerk to report
	Cllr R Gardener (Dolfor) – To report Pothole SY16 4AS & Damage drain surround SY16 4AH.

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	Cllr I Jones (Dolfor) – Notified the Council of the intention to resign from the Council at the Annual Meeting – May 24. Cllr V Wildish (Kerry) – To report Kerry A489 by 20mph sign SY16 4NU drain sinking again & A489 Vastre Estate – Staggered crossroads sign has been knocked and now facing in Newtown direction.
14.	Items arising for next meeting – April 24
	<ul style="list-style-type: none"> Annual Report Draft Review Chair's Report Draft Review Status of Internal Audit and Draft Annual Return FYE 31/03/2024
15.	Confidential Session - Resolution to Exclude the Public and Press: Under the Public Bodies (Admission to Meetings) Act 1960 (2). Reason – security measures to be considered at Kerry Public Toilets.
	Council received a report from Amenities Committee and resolved to purchase and install an appropriate security camera. Kerry Recreation Association agreed to installation. Cllr S Holloway to action.

Appendix A – Payments & Receipts

	Payments	
Date	Description	Amount
26-Feb-24	BANK CHARGES TO 04FEB2024	-£ 5.80
28-Feb-24	Clerk Salary Feb 24	-£ 794.10
28-Feb-24	Playground Caretaker Salary Feb 24	-£ 56.63
01-Mar-24	Kerry Toilet Contract Cleaner	-£ 304.40
07-Mar-24	EDF ENERGY	-£ 166.35
11-Mar-24	The Sign Shed LimiSI-85687 040324	-£ 18.03
11-Mar-24	Vision ICT Inv 18034	-£ 78.00
11-Mar-24	Vision ICT Inv 18031	-£ 182.86
11-Mar-24	Clerk Exp Feb 24 Postage	-£ 10.00
11-Mar-24	WATER PLUS 0640005997	-£ 94.64
11-Mar-24	One Voice Wales Inv 270324 290224	-£ 120.00
18-Mar-24	Andrew Mills Tree Surgeon Inv 2161	-£ 2,220.00
	Receipts	
Date	Description	Amount
01-Mar-24	GROSS INT MM Acc TO 29FEB2024	£ 42.22
06-Mar-24	CHQ Inv 16 - Leach & Son	£ 225.00

End of Meeting: 20:25

Minutes Authorised by:

Date:

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