

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 KERRY COMMUNITY COUNCIL ORDINARY BUSINESS MEETING held on Wednesday 24<sup>TH</sup> APRIL 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.

<b>1.</b>	<b>Welcome by Chair, Attendance, Apologies for Absence and Remote Meeting Etiquette</b>
	<b>Attendees:</b> Cllr. D. Jones (Sarn), Cllr. C. Seal. (Kerry), Cllr. R. Gardner (Dolfor), Cllr S Holloway (Kerry), Cllr I. Jones (Dolfor), Cllr V Wildish (Kerry), Cllr. B. Pryce (Sarn) 19:37, Cllr E Meredith-Jones (Kerry) <b>Apologies received and accepted:</b> Cllr D Lush (Kerry), Cllr P Jenkins (Kerry), Cllr S Robertson (Kerry), <b>Absent:</b> Cllr M. Morgan (Sarn), Cllr L Powell (Kerry) <b>County Councillors:</b> PCC Cllr B Breeze <b>Remote Attendees: 0</b> <b>Members of the Public: 0</b> <b>Minutes taken by Clerk</b>
<b>2.</b>	<b>Declaration of Interest of any items on the agenda</b>
	Declarations received - None
<b>3.</b>	<b>Confirm, Approve &amp; Sign Minutes of Ordinary Meeting held 27<sup>th</sup> March 2024</b>
	The Council resolved to approve and sign the minutes of Ordinary Meeting held 27 <sup>th</sup> March 2024
<b>4.</b>	<b>Matters Arising</b>
a.	Cllr Training/ Event Attendance Requests - Council to review & approve.
	Cllr E. Meredith-Jones requested to attend: 09 May “New Councillor Induction”, 16 May “The Council”, 29 May “The Councillor”, 05 June “The Council as an Employer” - Council resolved to approve. <b>Clerk to action.</b> Hiscox Risk Academy – Free GDPR Course completed by Clerk.
b.	St Michael’s School Playground Lease – Kerry Recreation Playground
	<b>PCC response – 3/4</b> via email - SAB have approved a new lease on the same basis as the previous. KCC Awaiting Heads of Terms. <b>Clerk to chase/monitor</b>
c.	Sarn Noticeboard Replacement
	Noticeboard purchased & delivered. <b>Clerk liaising with Cllr B Pryce for fixing.</b>
d.	Area reports outstanding – Clerk/ Councillors updates on outstanding matters.
	<ul style="list-style-type: none"> <li>• Dolforgan Bridge Survey – awaiting confirmation of survey – weather dependent. <b>Clerk to follow up.</b></li> <li>• Area reports allocated to Clerk at meeting 27/03/2024 have been reported to PCC.</li> </ul>
e.	Model Standing Orders (OVW) – Clerk/Cllr C Seal update
	Working group meeting 22/04 – updated draft to be circulated as soon as possible for council resolution at Annual Meeting May.
f.	Additional Signs – Kerry Public Toilets – “Caution Very Hot Water” – Clerk update
	Bilingual signs purchased and installed in disabled toilet. Spare sign received – Cllr V Wildish holding.
g.	Draft Annual Report
	Draft Annual Report circulated to Cllrs 17/04 – Council accepted for approval at Annual Meeting. Chair’s report will be presented at Annual Meeting.
h.	Kerry Cemetery - Annual Cemetery Inspection & Cemetery Waste bins regarding new recycling regulations
	<ul style="list-style-type: none"> <li>• Clerk advised status Annual Cemetery Inspection – completed 22/04 Cllr C Seal/ Clerk – draft report to be circulated as soon as possible for review by Council.</li> <li>• Cemetery Waste bins to be reviewed by Council re New Workplace Recycling Rules April 2024 – Council to resolve actions, as appropriate. Council resolved to improve signage for waste/recycling bins. <b>Action with Cllrs Wildish &amp; Seal/ Clerk.</b></li> </ul>

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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i.	Allocation of a field for dogs to roam freely – Cllr E. Meredith - Jones to detail for Council consideration/ resolution.
	Resolution - unfortunately the Council does not have any suitable assets and has not budgeted for the purchase of additional assets.
<b>5.</b>	<b>Amenities Report from Amenities Committee – including Playground Maintenance</b>
	<p>Amenities Committee to report on maintenance schedule of St Michael’s Playground &amp; Annual RoSPA reports.                      RoSPA: Email from Playsafety Ltd 13/4 re discount prices - Community Council - £78.00 + VAT per play area for 5 items £4.00 for additional items. PCC cost £62.40 + VAT for each report. Council resolved to utilise PCC for RoSPA reports.</p> <p>Kerry Toilets:</p> <ul style="list-style-type: none"> <li>• Clerk contacted Powys Safety Solutions re quote for Legionella testing/H&amp;S Inspection- awaiting response – Council to approve expenditure. No response to date. <b>Clerk to chase</b></li> <li>• Cllr V Wildish arranged with electrician to conduct an electrical &amp; boiler inspection.</li> <li>• Baby Changing table vandalism repaired by Cllrs Holloway &amp; Wildish. Chair thanked the Cllrs.</li> </ul> <p>Playground – St Michael’s Adventure Playground</p> <ul style="list-style-type: none"> <li>• PO raised &amp; authorised for equipment/ maintenance – Ray Parry £3730.00 ex VAT (minute resolution 27/3 (item 5).</li> </ul> <p>Playground – Dolforgan Park Playground</p> <ul style="list-style-type: none"> <li>• Dog waste and litter left in playground - reported by a teacher at St Michael’s School. PG Caretaker attended and cleaned playground. Recommendation for additional “No Dogs” sign to be installed – this issue will be raised at the Amenities Committee Meeting.</li> </ul> <p><b>Amenities Committee Meeting arranged for 1st May 19:30.</b> Agenda to be circulated shortly.</p>
<b>6.</b>	<b>KCC Website Analytics/Facebook – update/report</b>
	Website - GA4 – 383 page views/113 first visits/ 126 users/ engagement 1m 0s – 19/03 to 15/04. Facebook - 617 followers.
<b>7.</b>	<b>Biodiversity Report – Councillors to resolve any actions related to Our Big Nature Event</b>
	<p>Cllr C Seal update - Our Big Nature Event - Sunday 30th June 2024 –Kerry’s event to be held at St Michael and All Angels Church using the Church/ Church Yard. VMRC requires assistance from Cllrs and some materials. Pallets/Bricks for the Bug House– to be donated by Cllrs D.Jones &amp; Pryce. Berriew’s event confirmed awaiting response from Abermule/ Montgomery regarding their events. <b>Cllr C Seal to update Council at May Meeting</b></p>
<b>8.</b>	<b>Visits &amp; Meeting attended – Council to receive reports</b>
	<ul style="list-style-type: none"> <li>• VMRC Meeting – 8<sup>th</sup> April – Summary discussion re Our Big Nature Event (see item 7).</li> <li>• One Voice Wales 16<sup>th</sup> April – Kerry Village Hall - Cllrs Wildish &amp; Seal attended – minutes to be circulated when available. Kerry WI provided excellent refreshments. Invoice for refreshments approx. £50.00. Council to thank WI – <b>Action with Clerk.</b></li> <li>• Cyfarfod Pethau Bychain (OWW) 16<sup>th</sup> April – “Understanding the new recycling rules for Community &amp; Town Councils” Webinar 16<sup>th</sup> April - Cllrs Wildish &amp; Seal circulated relevant information.</li> </ul>
<b>9.</b>	<b>PCC Cllrs Report</b>
	PCC Cllr B Breeze – Update re: Gilfach Lane landslide – PCC finalising design and engaging landowners, as appropriate. Cllr Breeze continues to monitor this and other highway issues.
<b>10.</b>	<b>Correspondence Incoming &amp; Outgoing – not detailed or addressed in another Agenda Item</b>
	<p><b>Incoming</b></p> <ul style="list-style-type: none"> <li>• Public Participation Unit at the Shrewsbury and Telford Hospitals NHS Trust email 9/4 circulated to Cllrs 9/4-outreach project. Cllr C Seal confirmed attendance at Our Big Nature Event.</li> <li>• PAVO Community Buildings Development Officer - email 15/04 circulated to Cllrs Holloway &amp; Wildish - re support applying for a Capital Grant (for repair, Maintenance, energy efficiency and renewable energy installations). Clerk contacted with an expression of interest. <b>Clerk to liaise with Amenities Committee to submit a grant application.</b></li> <li>• OVV Innovative Practice Conference - email 15/04 circulated to Cllrs 15/4. 3rd July 2024 Royal Welsh Showground, Llanelwedd.</li> <li>• PCC Sustainable Powys Webinar recording held Thursday 21st March - email 12/04 circulated to Cllrs 16/04</li> </ul>

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	<ul style="list-style-type: none"> <li>• Kerry Resident email regarding potential damage to baby changing table – Kerry Toilets - Cllrs Holloway &amp; Wildish attended &amp; repaired table see item 5.</li> <li>• Climate Action Newtown email 05/04 re Places for Nature on the Powys Green Guide for communities to detail their nature places. Email circulated 16/04</li> <li>• Sarn Resident complaint email regarding Sarn Verge Maintenance – 02/04- Shop Lane/ Spring Bank. Clerk contacted PCC who are dealing with the matter. Resident informed.</li> <li>• Garreg Lwyd - end of project reporting via email 16/4 circulated to Cllrs 16/4 – email directed to former Cllr 27/09/23.Council to resolved to approved draft report with amendment to input % of overall cost for the Playground equipment. <b>Clerk to action.</b></li> </ul> <p><b>Outgoing</b></p> <ul style="list-style-type: none"> <li>• PCC CEO – KCC letter 17/04 regarding community concern re area highways (item 4(f) 27/03) – circulated to Cllrs for comment 14/04.</li> </ul>
<b>11.</b>	<b>Planning Applications Received</b>
<b>11.1</b>	<p><b>Application Reference: 24/0443/FUL</b> - Proposal: Construction of three temporary rural enterprise dwellings for a 5-year period, erection of an agricultural packing and machinery shed, alterations to existing access and associated works. Site Address: Land to the North Of Wern Lane, Wern Lane, Sarn, SY16 4EL</p> <p><b>View at <a href="https://pa.powys.gov.uk/online-applications/?lang=EN">https://pa.powys.gov.uk/online-applications/?lang=EN</a></b></p> <p>Council resolved response as consultee – <b>OBJECT</b></p> <p>Material Objections &amp; Concerns.</p> <ul style="list-style-type: none"> <li>• Temporary buildings are not considered temporary over 3 years i.e. after 4 years considered permanent.</li> <li>• Financial Feasibility appears weak – lacking detailed cost analysis, revenue projections, market demand, competition, risk assessment e.g. There is no Farmer’s Market locally.</li> <li>• The land is prone to flooding and may not be suitable for the agricultural yield proposed.</li> <li>• Potential Highways issues – Wern Lane with additional traffic and the current poor state of Wern Lane.</li> <li>• Increased noise levels related to agricultural packing &amp; use of machinery.</li> </ul>
<b>11.2</b>	<b>Planning Correspondence</b>
	<ul style="list-style-type: none"> <li>• Draft PCC Correspondence regarding 23/0630/FUL Brynlywarch Hall School – Action with Cllr D Jones</li> <li>• Primesave Properties Limited email 16/4 circulated to Cllrs 16/04 Proposed Public Path Order at Oaks Meadow, Maesderw, Sarn. Footpath leading from C2053 c 100 metres NW of Sarn Inn generally passing FP17 to Llwyncowid, running parallel with U269 ‘100metres, then turning SE to meet the A489 W of Sarn Inn. Council resolved to comment with “No Comment”.</li> </ul>
<b>12.</b>	<b>Finances - Payments &amp; Receipts report.</b> Council reviewed & resolved to approved reports.
	<p>Bank Balance as of 31<sup>st</sup> March 2024 – <b>CA £32,274.15 // MM £16,966.22</b></p> <ul style="list-style-type: none"> <li>• See Appendix A for detailed Payments &amp; Receipts from 19<sup>th</sup> March 2024 to 16<sup>th</sup> April 2024</li> <li>• Bank Reconciliation to 31<sup>st</sup> March 2024 approved/ signed by Clerk (RFO)/ Chair</li> <li>• S126 VAT Reclaim Q4 submitted 8<sup>th</sup> April received 23/04 - £604.36.</li> <li>• List of Direct Debits &amp; Standing Orders at FYE 31/03/2024 - EDF, HAFREN DYFRDWY, HMRC SDDS, ICO. Standing Orders -Toilet Contract Cleaner– Council resolved to continue with method of payment for 24/25.</li> <li>• Expenses to be authorised by Chair: <b>Clerk - £51.26</b> – Fire Safety Bag £38.00/Hot Water bi-lingual safety sign £5.70/ Frame -OVW Award £7.56</li> </ul>
<b>12.1</b>	<b>Year End 31<sup>st</sup> March 2024 – Internal/ External Audit Report – Clerk.</b>
	<ul style="list-style-type: none"> <li>• Draft Annual Statement, Draft Annual Return, updated Budget FYE 31/03/2025, updated Asset Register prepared and circulated to Council (Confidential not included in Public Agenda Pack).</li> <li>• Internal Audit Status – Internal Auditor will be conducting the audit over the next 2 weeks utilising Scribe access. Clerk has provided all the relevant documents.</li> <li>• Audit Wales Audit – Full Audit due – Clerk preparing documentation.</li> <li>• Risk Assessment requiring update re riparian responsibilities and lone working. <b>Clerk to action.</b></li> </ul> <p>Council to review documents and resolve any changes – No issues noted by Council.</p>
<b>12.2</b>	<b>HSBC Bank Account Dual Authorisation.</b>
	Authorisation to be completed by May Annual Meeting.

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<b>12.3</b>	<b>National Living Wage Increase</b>
	National living wage increased to £11.44 for tax year 24/25 – Council advised to ensure staff salaries meet this new pay. See confidential session (15)
<b>13.</b>	<b>Area Reports – April 24</b>
	Cllr I.Jones (Dolfor) – Raised concerns related to the number of new high salary jobs posts being created by Powys CC especially with the increased cost of living to local residents and the impact on council tax payers. Cllr E. Meredith-Jones – Missing Horse-Riding sign at Dolfor Road/Llanmerywig crossroads (A489) – <b>Clerk to action.</b>
<b>14.</b>	<b>Items arising for next meeting – May 24</b>
	Council resolved to commence Annual Meeting at 19:00 Sarn Village Hall – 29 <sup>th</sup> May.
<b>15.</b>	<b>Confidential Session – Exclusion due to Security &amp; Staffing issues</b>
	Kerry Public Conveniences – Cllr S Holloway (Chair- Amenities Committee) additional security measures installed. National Living Wage – Staff salaries updated.

**Appendix A – Payments & Receipts**

	<b>Payments</b>	
<b>Date</b>	<b>Description</b>	<b>Amount</b>
26-Mar-24	TOTAL BANK CHARGES TO 04MAR2024	-£ 5.00
29-Mar-24	One Voice Wales Kerry ID1562 24/25	-£ 400.00
29-Mar-24	Cllr IPRW Statpay 23/24	-£ 156.00
29-Mar-24	Cllr IPRW Statpay 23/24	-£ 156.00
29-Mar-24	Clerk Salary March 24	-£ 793.90
29-Mar-24	Playground Caretaker Salary March 24	-£ 56.83
02-Apr-24	Toilet Cleaning Contractor	-£ 304.40
04-Apr-24	HAFREN DYFRDWY	-£ 235.61
05-Apr-24	EDF ENERGY	-£ 88.00
09-Apr-24	Toilet Cleaning Contractor Exps March 24	-£ 17.25
09-Apr-24	Cllr Exps March 24	-£ 62.48
12-Apr-24	Notice Board Company PF Inv 7437 KERR08	-£ 430.75
12-Apr-24	The Kerry News S137 KCC Grant 24	-£ 550.00
12-Apr-24	The Kerry Events aS137 KCC Grant 24	-£ 150.00
12-Apr-24	Sarn Baptist ChapeS137 KCC Grant 24	-£ 500.00
12-Apr-24	Kerry Recreation AS137 KCC Grant 24	-£ 300.00
12-Apr-24	Sarn YFC S137 KCC Grant 24	-£ 1,000.00
12-Apr-24	St Michaels C in WS137 KCC Grant 24	-£ 500.00
12-Apr-24	Sarn Bowling Club S137 KCC Grant 24	-£ 150.00
12-Apr-24	Kerry Bowling ClubS137 KCC Grant 24	-£ 750.00
12-Apr-24	Kerry WI S137 KCC Grant 24	-£ 150.00
12-Apr-24	Dolfor W.I S137 KCC Grant 24	-£ 250.00
	<b>Receipts</b>	
	<b>None</b>	

**End of Meeting: 20:41**

**Approved:**

**Date:**

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