

KERRY COMMUNITY COUNCIL ORDINARY MEETING AGENDA PACK
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

Ria Roberts – 24th July 2024

Email: clerk@kerrycommunitycouncil.gov.uk

PUBLIC AGENDA PACK & NOTES– COUNCIL ORDINARY BUSINESS MEETING to be held on Wednesday 31st July 2024 – 19:30, Kerry Village Hall

Skype Meeting - <https://join.skype.com/OXH0jnfGz0Sf>

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
	Summons Issued to: 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 V Wildish (Kerry), Cllr. B. Pryce (Sarn), Cllr M. Morgan (Sarn), Cllr S Robertson (Kerry), Cllr E Meredith-Jones (Kerry) County Councillors invitations: PCC Cllr B Breeze & Cllr K Lewis Councillors to sign attendance register
2.	Declaration of Interest of any items on the agenda
	To receive declarations of interest from Members in accordance with Part III of the Local Government Act 2000, which established the Local Government Code of Conduct for Members, and to note Members' dispensations. Members are asked to submit any declaration forms to the Clerk either prior to the meeting or at the meeting.
3.	Confirm, Approve & Sign Minutes of Ordinary Meeting held 26th June 2024 & Finance & Governance Sub-Committee Meeting held 22nd July 2024
	Minutes provided with Agenda Pack, available at http://www.kerrycommunitycouncil.gov.uk/Meetings_45396.aspx , & circulated to Cllrs via email. Minutes to be formatted & signed in accordance with LGA 1972, Schedule 12, para 41.
4.	Matters Arising
a.	Cllr Training/ Event Attendance Requests - Council to review & approve.
	Cllrs/ Clerk to submit training requests in writing to clerk prior to meeting. Training Request received – Cllr E Meredith-Jones <ul style="list-style-type: none"> • Responding to Planning Applications - Part 2 -Wed, Sep 18 • 6:00 PM • Introduction to Planning Enforcement - Wed, Oct 9 • 6:00 PM • Understanding Section 106 Planning Obligations - Wed, Feb 12, 2025, • 6:00 PM • Planning Policy for Beginners - Wed, Mar 12, 2025, • 6:00 PM
b..	St Michael's School Playground Lease – Kerry Recreation Playground – Clerk update on progress of lease extension
	Further to PCC update 3 rd June – PCC liaising with School services for their comments/approval Clerk emailed PCC on 27 th June & 22 nd July – no response to date.
c.	Assets Under Management review 10th July 2024 – Council to review & resolve expenditure related to asset maintenance/ renewal including Dolforgan Bridge.
	KCC ASSETS UNDER MANAGEMENT 2024-25 - KERRY VILLAGE INSPECTIONS 10TH JULY MR V5 22072024 supplied with Agenda Pack. Actions/resolutions proposed by Cllrs in attendance at the Village Inspection. Dolforgan Bridge <ul style="list-style-type: none"> • Council to agree immediate, short term & longer-term maintenance schedule – potentially set up a Working Group to review requirements & report back to full Council for resolution/s. • Cllrs to propose to full Council that we should approach the Kerry Grass Maintenance Contractor for a quote to tidy the bridge in the interim i.e. General cleaning and weed removal.

Page 1 of 5 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"> • Longer term the Council should seek grant funding to carry out more extensive repairs/repainting as detailed in the Surveyor's report (April 24) – Note: Surveyor stated "localised repainting to stem corrosion – needed now" <p>Dolforgan Park/ Playground/ Kerry Football Club</p> <ul style="list-style-type: none"> • Cllrs to propose to full Council that an invitation should be extended to Kerry Football Club to attend the Council's September meeting to discuss outstanding issues/ proposed plans i.e. parking during football matches. • Dolforgan Playground – Soil mound - Cllrs to propose to full Council either removal or to spread out the soil and reseed. • Gate nr Willans Drive - The gate is in very poor condition. Cllrs to propose to full Council that the gate, posts and associated wooden railings be replaced – like for like. <p>Kerry Cemetery</p> <ul style="list-style-type: none"> • Maintenance Contractor - zones A, B & E not mown as per contract – Clerk contacted contractor 1st & 12th July with reminders – awaiting confirmation of completion. • Gate at lower end of cemetery not fixed in place. Council to discuss/ resolve remedy. <p>Benches</p> <ul style="list-style-type: none"> • Bench – Footpath opposite Village Shop –maintenance requirement - Cllrs to propose to full Council maintenance funding request for the bench • Bench repaired by Cllr D Lush to be re-sited in the village – Cllrs to resolve re-siting <p>Playground Equipment - St Michael's School Field</p> <ul style="list-style-type: none"> • Cllrs to propose to full Council the replacement of yellow play equipment and replace with the see-saw. • Cllrs to confirm number the exact siting of the benches owned by KCC. • Cllrs to agree changes to the Playground Checklist due to the completed maintenance upgrades/ repairs. <p>War Memorial</p> <ul style="list-style-type: none"> • Resident has raised concerns regarding condition of memorial – weeding/tidying required. Cllrs to propose to full Council a request for the PG Caretaker to tidy area as an additional duty.
d.	Area reports outstanding – Clerk/ Councillors to provide updates on outstanding matters.
	<ul style="list-style-type: none"> • Area reports allocated to Clerk at meeting 26/06/2024 have been reported to PCC • PCC advised that if bulbs have been planted on Council ground please advised before mowing/cutting season. • Issues regarding highways maintenance raised with Cllr B Breeze – Clerk awaiting response. • PCC Estates Management – Clerk emailed PCC 1st July – no response to date.
e.	SPF/PAVO Grant- Kerry Toilets PV System- Amenities Committee/ Clerk to update Council & resolve actions as required.
	<ul style="list-style-type: none"> • Acceptance form completed & project fully approved by PAVO including additional quotes • Purchase Order supplied to contractor – awaiting project commencement date • EDF contacted regarding Smart meter & Feed in Tariff – images of meter to be supplied to EDF for install. • PAVO Grants supplied with Insurance renewal documentation as required under funding agreement. <p>Note: Applicants must submit a project progress report on 1st September 2024 and the end of project report by 30th November 2024</p>
f.	Legionella Assessment – Kerry Toilets – Clerk update
	<p>Assessment Completed 26th June – Report circulated to Council 12th July. Clerk awaiting invoice.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • Set boiler temperature to 46C to avoid bacteria build-up in pipework • Occasionally check loft tank for debris • Check loft tank is insulated and lidded
g.	Dolfor & Kerry Community Councillor Vacancies– Clerk to update
	<p>Dolfor: CV4 Notice of Co-option posted 25th June 2024</p> <p>Kerry: CV2 Notice of Vacancy (L.Powell) was posted on 26th June – Council to allow 14 working days before posting CV4 Notice of Co-option – 19th July 2024. Clerk awaiting notification of election from PCC Electoral services.</p>

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h	Insurance renewal completed – Council to review renewal documents to ensure appropriate coverage.
	AJG has renewed the Insurance including additional premium for Dolforgan Bridge in accordance with item 4(g) Annual Meeting 29/5 & item 4 (h) 26/06. Renewal documents circulated to Cllrs 27 th June via email & final renewal circulated 22 nd July. Note: Difference between budgeted amount insurance 25/26 £1600 and the amount paid £1990.37 is due to the additional premium for Dolforgan Bridge and increases due to the new play equipment at Dolforgan Park.
i	Council S137 Grant Award timetable for 25/26 – Council to resolve opening date for Grant Applications
	<ul style="list-style-type: none"> • Council to advise opening/closing date, Grant Sub-Committee Meeting date & any amendments to information required • Obtaining project feedback from previous successful grant applications.
5.	Amenities Report from Amenities Committee – not covered in item 4(c)
	Playground – St Michael's Adventure Playground <ul style="list-style-type: none"> • Scheduled works with contractor Ray Parry completed.
6.	KCC Website Analytics/Facebook – update/report
	Website - GA4 – 406 page views/117 first visits/ 128 users/ engagement 1m 16s – 24/6 – 21/07
7.	Biodiversity Report – Cllr C Seal to provide feedback from Biodiversity Engagement Event - Sunday 30th June 2024
	Council website – VMRC page received 67 first time views.
8.	Visits & Meeting attended – Council to receive report summaries/ minutes and/or links to minutes to be circulated
	<p>26/06 – St Michaels School – Governors' Meeting – Cllr D Lush attended</p> <p>27/06 MMPPA (Montgomery Medical Practice Patients Association) – Cllr E Meredith-Jones.</p> <p>27/06 – SRA (Sarn Recreation Association) AGM/ Ordinary Meeting – Clerk attended – Summary – Election of officials, event planning & difficulties attracting new members.</p> <p>01/07 – KRA (Kerry Recreation Association) – Cllr V Wildish attended – Summary – Installation of broadband remains an issue as the address is not recognised by BT. Cllr Wildish thanked KRA for use of tables re BEE event.</p> <p>08/07 – VMRC – Cllrs Seal/Robertson & Meredith-Jones attended</p> <p>09/07 - SLCC Branch 9th July AGM/Ordinary Meeting – Clerk attended – Summary – issues related windfarm planning/ Audits & election of new officials.</p> <p>09/07 - Powys Replacement LDP Questions & Answers - Town & Community Councils – Cllr V Wildish attended – seminar slides circulated via email 11th July.</p> <p>15/07 - OVW Montgomeryshire area meeting/ AGM – Cllr C Seal/ Cllr V Wildish attended – minutes to be circulated upon receipt.</p> <p>22/07 – KCC Finance & Governance Sub-Committee Meeting -</p> <p>Note: Councillors to advise upcoming meetings.</p>
9.	PCC Cllrs Report
	None received at time of publication
10.	Correspondence Incoming & Outgoing – not detailed in other items.
	<p>Incoming:</p> <ul style="list-style-type: none"> • Via Cllr E Meredith-Jones - Kerry Shop is holding a meeting at the Kerry Lamb on August 12th at 7pm • Dyfed-Powys Neighbourhood Watch (DPNW) email 01/07 circulated via email 01/07 • Update from the Joint Commissioning Committee on the Emergency Medical Retrieval and Transfer Service (EMRTS) email 05/07 circulated via email 08/07 • Letter from PCC allocating a Senior Leadership Team Officer to KCC 08/07 circulated via email 10/07 • Standards Committee Powys County Council - annual report 2023-24 via email 18/07 circulated via email 20/07 • OVW Innovative Practice Conference 2024 Report via email 19/07 circulated via email 20/07 • Announcement: Launch of the Digital User Community for Community and Town Councils received via email 19/07 - Inaugural virtual meeting circulated via email 20/07 • OVW Guide to the 2026 Review via email 19/07 re Senedd constituencies circulated via email 20/07 • IPRW Community and Town Councils - Councillor Allowances - New Statement of Payments Template via email 22/07 circulated via email 22/07

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	<p>Outgoing:</p> <ul style="list-style-type: none"> • None
11.	<p>Planning Applications Received – https://pa.powys.gov.uk/online-applications/?lang=EN Council to resolve response as consultee</p>
11.1a	<p>None received to date</p>
11.2	<p>Planning Correspondence</p> <ul style="list-style-type: none"> • 217-19 Public Path Division Order Kerry- Shop Lane Sarn (Oak Meadows) – notice of completion • Planning Complaint from resident regarding P/2013/0448 – received 18th June (name/address not supplied). <p>The complaint refers to the route the lorries are taking i.e. via Common Road and not via Pentre and the potential damage that the lorries are causing. The original planning application decision stated (4/07/2013): “5. This permission permits the operation of a maximum of 3 in number of HGV’s (Non-Articulated) to operate from the site which shall at no time during the lifetime of the use exceed this number.” The planning permission granted does not specify a route for the vehicles however it is noted in the KCC Minutes (29/05/2023) that “<i>The applicant, also in attendance at the meeting, gave a verbal goodwill gesture to use the Pentre access as a preferable route to his business</i>” and Council draw your attention to the following concerns expressed by themselves and one member of the public. “<i>Access via Common Road by large lorries is inappropriate and potentially dangerous to other traffic and pedestrians.</i>” Council to review complaint and note actions, as appropriate.</p>
12.	<p>Finances - Payments & Receipts/ Monthly Bank Reconciliation report. Council to review & approve reports/expenditures.</p>
	<ul style="list-style-type: none"> • Bank Balances 30th June 2024 – CA £31,591.54/ MM £17,054.59 • Bank Reconciliation to 30th June 2024 – Chair/ Clerk to sign. • Expense claim – Clerk £10.80 postage – Council to resolve to approve • Consumables for Kerry Toilets expenditure £108.43 inc VAT (see appendix 1) • PAVO Q1 Payroll Administration invoice £54.00 (to be processed). • Transactions 18th June to 22nd July detailed in Appendix 1
12.1	<p>Year End Audit Status – Clerk to update</p>
	<ul style="list-style-type: none"> • Clerk finalised submission to Audit Wales via Objective Connect • Audit Wales released presentation via OVW detailing audit issues – see Audit Wales Presentation April 2024 (003) circulated to Cllrs via email 23/07. • IPRW Statement of Members payments 23/24 to be completed by 30/09 (Opt out forms 24/25 available from Clerk).
12.2	<p>HSBC Bank Account Dual Authorisation. Clerk to provide update</p>
13.	<p>Area Reports – July 24</p>
14.	<p>Items arising for next meeting – 25th September 24 at 19:30 Kerry Village Hall</p>
15.	<p>Confidential Session – As appropriate. Resolution to Exclude the Public and Press: Under the Public Bodies (Admission to Meetings) Act 1960 (2) to resolve members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted. Reason to be specified. Confidential Correspondence [confidential reason i.e., data protection of individuals]: to receive, and resolve if desired, such other business or correspondence of a confidential nature as will be brought to the attention of the council by the Clerk.</p>

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Appendix 1 Finances 18th June to 22nd July

		Payments	
Date	Minute Approval	Description	Amount
24-Jun-24	AM 29/05 Item 12	Bridgen ContractinInv 1386 1/6	-£ 913.92
24-Jun-24	AM 29/05 Item 12	Andrew Evans Lands Inv 2760 KCC	-£ 348.00
26-Jun-24	AM 29/05 Item 12	Bridgen ContractinInv 1387 2/6	-£ 913.92
26-Jun-24	NA	BANK CHARGES TO 04JUN2024	-£ 5.80
28-Jun-24	AM 29/05 Item 12	Clerk June 24 Salary	-£ 808.50
28-Jun-24	AM 29/05 Item 12	PG Caretaker June 24 Salary	-£ 59.36
01-Jul-24	24/04 item 12	FRIEL P J & G CARETAKER WAGES	-£ 304.40
10-Jul-24	4(g) AM 29/5/4 (h) 26/06	Arthur J Gallagher19500263/534784084	-£ 29.76
17-Jul-24	AM 29/05 Item 12	Andrew Evans Lands Inv 2798 KCC	-£ 348.00
22-Jul-24	AM 29/05 Item 12	One Voice Wales Inv 8212 04/07 - Training	-£ 40.00
22-Jul-24	AM 29/05 Item 12	Border Janitorial Inv 229115 KER001	-£ 108.43
22-Jul-24	4 (h) 26/06	Arthur J Gallagher ref 19500263 KCC	-£ 1,990.37
		Total for period	-£ 5,870.46

		Receipts	
Date	Minute Approval	Description	Amount
01-Jul-24	NA	WJ MORRIS + SON INVOICE 19	£ 400.00
04-Jul-24	NA	Leach Inv 20 Whitehall memorial	£ 200.00
09-Jul-24	26/06 item 12	HMRC VTR Q1 Reclaim	£ 569.67
		Total for period	£ 1,169.67

Documents Attached –

- KCC ASSETS UNDER MANAGEMENT 2024-25 - KERRY VILLAGE INSPECTIONS 10TH JULY MR V5 22072024
- Legionella Assessment
- Bank Reconciliation to 30th June 2024
- Statement of Accounts to 15th July 2024.

End of Agenda Pack



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KERRY COMMUNITY COUNCIL ASSET INSPECTION SHEET – 10th JULY 2024



KERRY COMMUNITY COUNCIL ASSETS MAY 24/25
Attended by Cllrs D.Jones (Chair), C.Seal (Vice-Chair), Cllr V Wildish (Amenities Committee Clerk), Cllr S Robertson & KCC Clerk/RFO
Report prepared by Clerk.

<u>Section</u>	<u>Description</u>	<u>Inspection notes</u>	<u>Date *</u>
a	Dolforgan Hall Cast Iron Footbridge (Situated to the rear of Dolforgan Park at the end of the tree lined avenue).	Surveyor Inspection completed April 24 (see report regarding maintenance)  Image above 2023.  Images 10 th July 2024. Council to agree immediate, short term & longer-term maintenance schedule. Cllrs to propose to full Council that we should approach the Kerry Grass Maintenance Contractor for a quote to tidy the bridge in the interim. Longer term the Council should seek grant funding to carry out more extensive repairs/repainting as detailed in the Surveyor's report (April 24)	

KERRY COMMUNITY COUNCIL ASSET INSPECTION SHEET – 10th JULY 2024

<p>b</p>	<p>Dolforgan Park Play and Grassed Areas</p>	 <p>Taken October 23</p> <p>The Cllrs noted that at least 20 cars were parked near the playground adjacent to the football pitch. Image not taken due to privacy/ GDPR.</p> <p>Cllrs to propose to full Council that an invitation should be extended to Kerry Football Club to attend the Council's September meeting to discuss outstanding issues/ proposed plans.</p>  <p>Image soil mound leftover from the installation of the playground.</p> <p>Cllrs to propose to full Council either removal or to spread out the soil and reseed.</p>	
<p>c</p>	<p>Cemetery</p>	<p>Inspected April 24 – see file</p>	



KERRY COMMUNITY COUNCIL ASSET INSPECTION SHEET – 10th JULY 2024

	<p>Images</p> <p>Entrance to Cemetery & Gate</p> <p>Powys CC Commercial Bin – emptied by PCC and billed to KCC.</p> <p>Metal bins emptied by A Bridgen (Contractor).</p> <p>Butterfly Garden Trellis Area.</p>	 <p>Images from August 23 & Image of butterfly garden 10th July 2024.</p> <p>It was noted that zones A,B & E had not yet been mown as per the Cemetery Maintenance Contract.</p> <p>Clerk to contact contractor.</p>  <p>Image of Gate not fixed in place. Council to discuss/ resolve remedy.</p>	
d	<p>Cemetery Extension (valuation at purchase price in 1995)</p>	<p>Area plotted – not yet in use however zones A,B & E should be mown as per contract.</p>	




KERRY COMMUNITY COUNCIL ASSET INSPECTION SHEET – 10th JULY 2024

e	<p>Herbert Court Play Area</p> <p>Cut by KCC Contractor</p>	 <p>Image 2023 – Not visited 2024 as had been cut/tidied recently.</p>	
f	<p>Dolforgan View Footway Link (Transfer March 2008 – S38 revert to PCC FY 23/24)</p>	<p>No longer applicable</p>	
g	<p>Office Equipment - Filing Cabinet (Valuation based on replacement)</p>	<p>NA</p>	
h	<p>Notice Boards – Kerry, Dolforg, Sarn (Wall Mounted)</p> <p>Kerry Toilet Noticeboard – see toilets.</p> <p>Sarn (Sarn Village Hall) – new notice board installed April 24.</p> <p>Dolforg (image required).</p>	 <p>Images 2024 – Sarn Notice board</p>	



KERRY COMMUNITY COUNCIL ASSET INSPECTION SHEET – 10th JULY 2024

i	Kerry Village Hall Notice Board – (Free Standing – adj to Village Hall)	 <p>Image 2024</p>	
j	Information Board – Kerry Tramway		
k	Office Equipment – Laptop HP 15s-fq4553sa	NA	
l.i l.ii	Office Equipment – Printer Brother DCP-7060D A4 Mono Multifunction Laser Printer (disc) – replacement value with new model Projector/ Screen (Kerry Village Hall) – purchase value & replacement	Printer in working order – new toner cartridges required – print quality poor/ Clerk using business printer.	

KERRY COMMUNITY COUNCIL ASSET INSPECTION SHEET – 10th JULY 2024


<p>m</p>	<p>Cycle Rack (Fixed to car park end of Kerry Toilets)</p>	 <p>Image 2023 – Cycle Rack in good condition.</p>	
<p>n</p>	<p>Kerry Public Toilets (freehold)</p>	 <p>/ Kerry Toilets – no issues noted except burned out flower planter, which does not belong to KCC.</p>	
<p>o</p>	<p>Benches – 6 Kerry Cemetery Only 5 observed – no change 2024</p>		

KERRY COMMUNITY COUNCIL ASSET INSPECTION SHEET – 10th JULY 2024

p	Bench -Mini Sarn	Image required	
q	Bench – B4368 Sawmills Junction	Removed.	
r	Bench – Footpath opposite Village Shop	 <p>Bench adjacent to sign requires some maintenance.</p> <p>Cllrs to propose to full Council maintenance funding request for the bench.</p>	
s	Bench – opposite Mucky Lane, Kerry		
t	Bench – by Play Equipment on School Field	See Playground equipment image below.	
u	Gates & Fences Gate at entrance to Dolforgan Park – in poor state.	 <p>Images of Gate nr Willans Drive.(1st image 2023)</p> <p>The gate is in very poor condition. Cllrs to propose to full Council that the gate, posts and associated wooden railings be replaced – like for like.</p>	

v	<p>Playground Equipment</p> <p>St Michael's School Field</p> <p>2 x Picnic Benches</p>	 <p>Image 2023</p>  <p>Images – Repaired Zip wire, repaired rope wall & bucket swing.</p> <p>Replacement of 'yellow' equipment (rocker) - this is to be replaced by the see-saw that was removed from Dolforgan Park when it was refurbished last year. The replacement is due to the rusty springs, which have been picked up on the previous RoSPA report. (Cllr. B Pryce is storing it for us.)</p> <p>Cllrs to propose to full Council the replacement of yellow play equipment and replace with the see-saw. Cllrs to confirm number the exact siting of the benches owned by KCC. Cllrs to agree changes to the Playground Checklist due to the completed maintenance upgrades/repairs.</p>	

KERRY COMMUNITY COUNCIL ASSET INSPECTION SHEET – 10th JULY 2024

<p>w</p>	<p>War Memorial</p> <p>Cllrs to note that resident has raised concerns regarding condition of memorial.</p>	 <p>Images War Memorial 2024. Memorial requires weeding/ tidying.</p> <p>Cllrs to propose to full Council a request for the PG Caretaker to tidy area as an additional duty.</p>	
<p>x</p>	<p>Bench refurbished by Cllr D Lush to be re-sited in village.</p> <p>Additional Notes i.e., embankment on A489 (opp. post office). Not followed up due to H&S difficulties 23/24</p> <p>Dog Waste Bin in Dolforgan Park– removed 23/24</p> <p>TPO inspection completed, planning permission obtained & maintenance schedule completed 23/24 including tree overhanging resident’s garden.</p>	<p>Cllrs to resolve the re-siting of bench</p>	

If you were unable to make the Village inspection but would like to comment on the status of an asset please complete relevant section and date appropriately *

Please continue overleaf if required.

Kerry Community Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/06/2024		
	Cash in Hand 01/04/2024		49,240.37
	ADD Receipts 01/04/2024 - 30/06/2024		12,448.73
			61,689.10
	SUBTRACT Payments 01/04/2024 - 30/06/2024		13,042.97
	Cash in Hand 30/06/2024 (per Cash Book)		48,646.13
B	Cash in hand per Bank Statements		
	Petty Cash	30/06/2024	0.00
	Kerry Community Council - Charita	30/06/2024	31,591.54
	Kerry Community Council - Money	30/06/2024	17,054.59
			48,646.13
	Less unrepresented payments		48,646.13
Plus unrepresented receipts			
	Adjusted Bank Balance		48,646.13
	A = B Checks out OK		

Legionella Site Audit				
Version 1.2				
			Percentage Scored: 46.15%	
Contact: Ria Roberts			Kerry Community Council Public toilets	
Date: 26/06/2024				
Completed By Keith Foster				
Boiler type: Combi				
Check list	Y	N	n/a	Comments
Is the water from mains supply?	X			
Is boiler serviced and working?	X			
Hot water circulating as much as possible?		X		No stored water
Hot water at 50 – 60C at tanks?				
Cold water below 25C?	X			
Water temperature at basin 1 taps >50C / <15C		X		Boiler set to 33C
Water temperature at basin 2 taps >50C / <15C		X		
Water temperature at basin 3 taps >50C / <15C		X		
Water temperature at basin 4 taps >50C / <15C		X		
Water temperature at other taps >50C / <15C			X	
Water temperature at utility taps >50C / <15C			X	
Water temperature at additional room taps >50C / <15C			X	
Non return valve on external taps?			X	
Has previous Legionella Risk Assessment been completed?			X	
Unoccupied buildings – taps run for 10 minutes once a week?	X			
Electric shower?			X	
Shower temperature 50 – 60 occasionally for cleaning?			X	
Shower heads, hoses & taps clean & free from scale?			X	
Remove & dry shower head when not in occupation?			X	
Clean and disinfect air conditioning systems twice yearly?			X	
Holiday accommodation: Disinfected hot water system at beginning of every season (50%Cl)			X	

Cleaned and disinfect all water filters regularly: every one to three months.			X	
Are water tanks accessible for inspection?		X		Occasionally check loft tank for debris
Inspect water storage tanks & visible pipe-work. Is it clean?			X	Not accessible
Are all storage lids and insulation are intact and firmly in place.			X	Check loft tank is insulated and lidded
Water tank from from mains?	X			
Water tanks insulated?			X	Check loft tank is insulated and lidded
Filters on overflows to prevent insect / vermin access?		X		
Water tank temperature 50-60C?			X	
Disinfected hot water system after work on water heaters	X			
Has all scale been removed from system?	X			
Do system modifications avoid dead ends?	X			
Please set boiler temperature to 46C to avoid bacteria build-up in pipework.				
Spa baths/ hot tubs etc				
Continuously treated with a minimum of 2–3mg/l chlorine or bromine			x	
pH is maintained at 7.0–7.6 and the levels are monitored at least three times a day			x	
At least half of the water is replaced each day			x	
Filters are back-washed daily			x	
Whole system, including the balance tank, is cleaned and disinfected once a week			x	

**Kerry Community Council
STATEMENT OF ACCOUNTS**

		RECEIPTS		PAYMENTS
Opening Balance				
Balance at Bank	£	49,240.37		
Cash in Hand				
Precept	£	11,291.00		
S106 Payments				
Grant Funding				
Bank Interest	£	88.37		
Donations & Sundry Income				
Clerk Wages			£ 3,234.00	
HMRC PAYE			£ 158.00	
PAVO Payroll Administration			£ 54.00	
Stationery			£ 4.20	
Website Costs				
IT Services & Equipment				
Audit Fees/ Accounting Software			£ 103.50	
Sundry Expenses			£ 50.96	
Kerry Grants S137			£ 2,900.00	
Dolfor Grants S137			£ 250.00	
Sarn Grants S137			£ 1,650.00	
Clerk Training				
Cllr/ Council Officer Training			£ 80.00	
Rec/Play Areas Maintenance & Surveys				
Dolforgan Bridge Maintenance & Surveys			£ 225.00	
River Embankment Maintenance & Surveys				
Tree Surveys				
Grass Cutting Dolforgan Park & Herbert Court.			£ 290.00	
Project - Dolforgan Park				
General Reserve			£ 50.00	
One Voice Wales Membership				
ICO Data Protection			£ 35.00	
SLCC Membership				
VMRC				
HSBC Bank Charges Current Account			£ 16.60	
Cemetery Fees				
Cemetery Maintenance			£ 1,523.20	
Cemetery Contingencies				
Annual Insurance PL/EL/ Assets			£ 1,990.37	
Cllr Basic Payment				
Cllr Travel, Subsistence & Consumables expense			£ 35.50	
Election Expenses Powys County Council				
Sundry Maintenance Expenses - Noticeboards/Be			£ 358.96	
Kerry Toilet Caretaker Wages			£ 1,217.60	
Kerry Toilet Electricity Charges			£ 191.54	
Kerry Toilet Water Charges			£ 235.61	
Kerry Toilet Janitorial Supplies			£ 176.02	
Kerry Toilet Maintenance, Repairs & Contingencie			£ 37.94	
VAT Reclaim	£	569.67		
Grass Cutting Dolforgan Park/ Herbert Court			£ 580.00	

Cemetery Fees	£	1,065.00			
Donations					
FHU Servicing					
Minutes					
Statutory Reports ex Minutes					
Playground Caretaker Salary			£	238.04	
HMRC Employers NI			£	30.84	
Cemetery (Expansion) Project					
Conferences					
Signs & additional works			£	86.99	
RoSPA Reports					
Sundry/ Event Grants			£	252.62	
Additional Insurance premiums			£	29.76	
KCC Green Energy Project					
VAT	£	604.36	£	645.74	
		£	13,618.40		£ 16,731.99
Closing Balances:					
Balances in Bank Account					£ 46,126.78
Cash in Hand					
TOTAL		£	62,858.77		£ 62,858.77

The above statement represents fairly the financial position of the council as at 15/07/2024

Signed *Ria Roberts*
Responsible Financial Officer

Date 16/07/2024