

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 26th FEBRUARY 2025 – 19:30, Kerry Village Hall & Skype Meeting

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.

Note: All motions/resolutions are proposed/ seconded and voted (PSV) upon in accordance with the Council’s Standing Orders. The details will only be recorded if requested by a Councillor at the time of the motion.

1.	Welcome by Chair, Attendance, Apologies for Absence and Remote Meeting Etiquette
	<p>Attendees: Cllr. D. Jones (Sarn)(DJ), Cllr. C. Seal. (Kerry) (CS), Cllr. R. Gardner (Dolfor) (RG), Cllr D. Lush (Kerry)(DL), Cllr V Wildish (Kerry) (VW), Cllr. B. Pryce (Sarn) (BP), Cllr S Robertson (Kerry) (SR), Cllr E Meredith-Jones (Kerry) (EMJ), Cllr. T. Blatch (Kerry) (TB),</p> <p>Apologies: Cllr C. Fairclough (Dolfor) (CF), Cllr M. Morgan (Sarn) (MM) – accepted by Council.</p> <p>Absent:0</p> <p>County Councillors attendees: 0</p> <p>Members of the Public: 4 (KFC)</p> <p>Minutes taken by Clerk</p>
2.	Declaration of Interest of any items on the agenda
	Declarations received: None
3.	Confirmed, Approved & Signed Minutes of Ordinary Meeting held 29th January 2025
	Council resolved to approve minutes of Ordinary Meeting held 29 th January 2025
4.	Matters Arising
4.1	KCC Vacancies
	Cllr M Morgan was considered by Council for a Kerry CC Cllr vacancy and his resignation as a co-opted Sarn Cllr – was received & accepted by Chair 21/02/2025 – Council resolved to approve this move. Clerk to action vacancy Cllr D Lush – gave notice of his resignation from the Council at 31/05/2025 (Annual Meeting) – Chair thanked the Cllr for his service.
4.2a.	Cllr Training/ Event Attendance Requests.
	<ul style="list-style-type: none"> • Courses Completed: CS/SR/Clerk: Completed Planning Aid Wales - Planning: From Start to Finish. Clerk to update training plan • EMJ/Clerk to liaise re booking OVW Biodiversity 2 Course
b	St Michael’s School Playground Lease – Clerk to update & Council resolved actions detailed below
	<ul style="list-style-type: none"> • Draft lease has been submitted to Richard George & Jenkins by PCC – circulated to Council 11/02 • As agreed, (29/01/2025 4.2b) Chair & Vice Chair in place at the time of lease signing to provide details and confirm ID to Richard George & Jenkins. • PCC have forwarded the attached Notice and Declaration to Richard George & Jenkins in relation to the exclusion of Section 24 to 28 of the Landlord and Tenants Act 1954 from the Lease. It means that KCC has no automatic right to stay or renew your lease when the term ends. The landlord can ask you to leave without needing a legal reason, and you cannot challenge it under this law. If KCC want to stay, they must negotiate a new lease, but the landlord is not required to agree. KCC will need to sign and return the declaration – Council acknowledged the requirement to sign the declaration. Clerk to liaise with Solicitor • Under the terms of the draft lease - Item - 9.3 "The Tenant shall keep the Property and, at the end of the term, leave the Property, in good and tenantable repair throughout the term. The tenant to pay a contribution towards the grass cutting of the land which will be undertaken by the landlord." KCC awards a grant to St Michael’s School for the grass cutting however a more structured agreement may be beneficial to both parties – see also 4.2(f). The Council resolved to clarify with the solicitor how the administration of the contribution payment should be processed. Additionally, if KCC is submitting payment via St

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.

Agenda Pack for the meeting & copies of draft/ approved Minutes are available from our website at www.kerrycommunitycouncil.gov.uk

* Although KCC works in conjunction with PCC as consultants, it has no authority to grant planning permission.

KERRY COMMUNITY COUNCIL ORDINARY MEETING MINUTES

	<p>Michael's School, the Council seeks to ensure that this payment is made through a more formal legal structure or agreement. Clerk to action</p> <ul style="list-style-type: none"> • The Council resolved to clarify if any of the surrounding tenancies would negatively affect the proposed KCC PCC lease for the playground area – Clerk to action. <p>The Council resolved to agree to the terms of the lease upon receiving satisfactory responses to the queries minuted.</p>
c.	<p>Finance & Governance Toolkit report review by Cllrs T Blatch & V Wildish</p> <p>TB/VW advised that they were satisfied with the completed actions related to the toolkit and did not consider that any outstanding actions were required by the Council.</p>
d.	<p>Assets Under Management - Council reviewed & resolved expenditure/actions as detailed.</p> <p><u>Major Maintenance work at Dolforgan Bridge –</u></p> <ul style="list-style-type: none"> • Council discussed liaising with CADW regarding the future ownership/ maintenance of the bridge – escalating costs and specialist remedial works are an increasing burden on a Community Council – Council resolved to discuss the bridge status following the completion of remedial works to the riverbank. <p><u>Mule Riverbank Erosion status –</u></p> <ul style="list-style-type: none"> • Grant applied for see 4.2c requested £13,120.00 – KCC contribution £4,000.00, as approved under item 4.3d – 27/11/2024. DJ/TB advised that funding had been received from Garreg Lywd. Council thanked TB for his work on the grant funding submission. • TB will liaise with PCC to produce a scheme of works and associated RAMS, including the application for Ordinary Watercourse Consent, which is £50.00. TB will provide a progress report to the Council as appropriate <p><u>Kerry Toilets</u></p> <ul style="list-style-type: none"> • Heater disabled Toilet no longer operational – TB advised Clerk that the replacement is approximately £40.00 – This expenditure is authorised under KCC's SO Scheme of Delegation 27(a). TB to reclaim via KCC expenses process -. Cost £56.40 inc VAT– <u>Expenses authorised. TB has replaced heater.</u> • British Gas Lite January Invoice £162.58 inc VAT. • Clerk liaising with British Gas re FIT – form received 24/02 and Clerk progressing application. • FHU not emptied/cleaned February – noted by Contract Cleaner – Clerk liaised with Supplier – FHU emptied by not cleaned. Clerk updated Supplier 17/02 awaiting response. • TB Repaired window latch at toilets. <p><u>Benches & Gates</u></p> <ul style="list-style-type: none"> • Bench- opposite Village Shop – update Cllrs/ Dal Dy Dir – March 25 • Replacement of Gate at Willians Drive – update & costings from BP – March 25. • Mucky Lane bench – VW advised maintenance costs £35.91 inc VAT (Boys Boden Account). • Bench repaired by DL re-sited at Butterfly Garden <p><u>St Michael's Playground</u></p> <ul style="list-style-type: none"> • Replacement of yellow play equipment with See Saw – St Michael's Playground – to replace following renewed lease <p><u>Dolforgan Park Playground</u></p> <ul style="list-style-type: none"> • No issues reported to date. <p><u>Kerry Noticeboard</u></p> <ul style="list-style-type: none"> • VW reported that the Perspex in the noticeboard was damaged – TB/VW/Clerk to assess if old Sarn Noticeboard Perspex would be a suitable replacement. <p><u>Kerry Cemetery</u></p> <ul style="list-style-type: none"> • Butterfly Trellis – upright broken – TB actioned repairs 2/02 and images emailed – Council thanked TB. • TB noted dog waste in Cemetery • Kerry Cemetery Rules/ Regulations updated as resolved 29/01 and circulated to Council/ website updated. • PCC provided a copy of their bilingual signs for memorials – KCC could amend for notification purposes. Circulated to Council 17/02 • Clerk to arrange Cemetery Inspection with Vice-Chair. Action with CS/Clerk • Resident thanked the Council for the bench at the Butterfly Garden.

KERRY COMMUNITY COUNCIL ORDINARY MEETING MINUTES

	<ul style="list-style-type: none"> • WTN PCC renewed for 25/26 • Noted by Leach & Son that a tree had been planted on/adjacent to a reserved plot – advised that this would need to be moved for a full burial.
e.	Area reports outstanding – Clerk/ Councillors updates
	<ul style="list-style-type: none"> • Area reports allocated to Clerk at meeting 29th January have been reported to PCC. • RG noted that the blocked drain at SY16 4BJ – Cwm Graig was dealt with by PCC promptly.
f.	Council S137 Grant Awards – DL/Clerk updated
	<p>Note this agenda item was dealt with first by the Council due to attendees from Kerry Football Club (KFC) Representatives of KFC attended to discuss their grant application & detail their ambitions for the club. KFC provided a report outlining the plans for the Council to review, which included proposed building works and lease request details. The Council very supportive of KFC and encourage future Grant Applications. Council to table agenda items related to the report in March. The Chair thanked the representatives for their attendance.</p> <ul style="list-style-type: none"> • DL/Clerk have advised Grant Applicants of the outcome of the applications • Total Grants awarded £4,030.00 • Council to amend grass cutting grant award to St Michael's School as this is a legal requirement under the lease (see 4.2b) • Council reviewed the process of Grant Applications to optimise the availability of s137 grants to local organisations – Council resolved to maintain the current process for FY 26/27. • Clerk has contacted Grant Award Recipients 24/25 for end of project feedback by 31/03 (25/02) • Council resolved to amend Grant Application form to request that grant requests over £500 supply audited/certified accounts. Clerk to amend form.
g.	One Voice Wales National Awards 2025 – Motion by Cllrs V Wildish & C Seal to submit B.E.E. event for award
	<ul style="list-style-type: none"> • Council resolved to submit an award entry • VW circulated draft entry to Council 17/02 – Clerk to submit.
h.	Annual Report/ Chair's Report for FYE 31/03/2025 – Clerk updated
	<ul style="list-style-type: none"> • Regulatory requirement for Council to prepare/publish an annual report – approval at Annual Meeting 28/05 • Cllrs to advise any future objectives, reflections on 24/25, achievements etc for inclusion in the report by 31/03/2025
i.	Council Remuneration Payments/ Opt out – status update by Clerk
	<ul style="list-style-type: none"> • Clerk advised that all the Councillors had either completed an Opt-out or provided bank details. Final costings to be reported at March Meeting.
5.	Amenities Report from Amenities Committee – not covered in item 4(d)
	<ul style="list-style-type: none"> • Amenities Committee meeting 13/02/2025 – Draft minutes circulated 17/02 & added to website • Update by TB – no additional comments.
6.	KCC Website Analytics/Facebook – update/report
	Website - GA4 – 371 page views/192 first visits/ 201 users/ engagement 43s – 20/01 – 16/02/2025
7.	Biodiversity Report – EMJ to update
	EMJ to liaise with School regarding working together on biodiversity projects – Clerk to email school to advise
8.	Visits & Meeting attended – Council received report summaries/ minutes and/or links to minutes.
	<p>Garreg Lwyd Benefit Grant Award Meeting 24/02 – Attendees DJ/RG – Kerry Ward Grants Awarded:</p> <ul style="list-style-type: none"> • Dolfor Free Church- -Repairs to Porch and gable end - £1700 • Kerry Football Club house and changing rooms - £4,000 • Renovation of Old School House (William Buckley Pugh) Dolfor phase 4 - £2600 • Dolfor Park and Dolfor Park bridge erosion scheme - £13,119.40 • Cladding of rear of Clubhouse Kerry bowling Club - insufficient funds to help this year <p>MMPPA 16/01/2025 – attendees EMJ –meeting summary – New GP appointed/ Ladywell Surgery is relocating to St David's Business Centre/ Well Being event being arranged. Previously approved minutes can be located at https://montgomerymedicalpractice.nhs.wales/patient-participation-group</p>

Page 3 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.

Agenda Pack for the meeting & copies of draft/ approved Minutes are available from our website at
www.kerrycommunitycouncil.gov.uk

* Although KCC works in conjunction with PCC as consultants, it has no authority to grant planning permission.

KERRY COMMUNITY COUNCIL ORDINARY MEETING MINUTES

	<p>Upcoming Meetings:</p> <ul style="list-style-type: none"> • VMRC meeting 23/04 Abermule – CS advised that Diane Reynolds from Sustainable Powys will be speaking and invited interested Councillors to attend – Cllrs to contact CS for more details. • Kerry Village Hall – AGM will be held on 03/03
9.	PCC Cllrs Report – none received
10.	Correspondence Incoming & Outgoing – via email unless otherwise stated & not detailed in other items. Council to resolve any responses, as appropriate. All circulated to Council via email.
	<p>Incoming:</p> <ul style="list-style-type: none"> • Buckingham Palace Garden Parties 7th and 20th May 2025 - OVW 28/01 – Cllr D Jones volunteered to attend if selected. Clerk advised OVW • Electoral Roll Kerry ward received from PCC- 30/01 Electorate totals Dolfor - 189/Kerry 1190 & Sarn 377 = 1756 (note 1435 in 2022) • Kerry Resident email (name supplied) 03/02 advised that the footpath below grass bank opposite Kerry shop was encroaching on the footpath making it difficult for pedestrians. Clerk contacted PCC who will review the issue. Note: PCC urban verge regime has 3 cuts (May, July and September). • Phil Price Memorial Woodpecker Rally 2025 email 06/02 - detailing the rally safety plan and route for 30th August 2025 - circulated to Council 07/02 • 2025 Electoral Review Programme – OVW 12/02 - Consultation on the draft Policy and Practice – circulated to Council 12/02 – OVW requesting comments by 14th March <p>Outgoing: None other than detailed in other items.</p>
11.	Planning Applications Received – https://pa.powys.gov.uk/online-applications/?lang=EN Council resolved to respond as consultee
11.1a	Application Reference: 25/0093/FUL - Proposal: Construction of roof over existing manure storage area Site Address: Drefor Farm, Kerry, Newtown, SY16 4PQ Council Resolved to - “Support”
11.1b	Application Reference: 25/0139/HH -Proposal: Extensions to dwelling and associated works. Site Address: Pant Y Moel, Kerry, Newtown, Powys SY16 4DW Council Resolved to - “Support”
11.2	Planning Correspondence & Associated Matters
11.2a	PCC LDP –Site ID 219 Land at rear of Sarn Village Hall additional concerns- Motion to discuss raised by Cllr D Jones – It was noted by Council that the parking at/adjacent to Sarn Village Hall was often mainly or fully occupied. The Council speculated that due to the new housing estate – Oaks Meadow the carpark is seeing more use. Therefore, the Council resolved to request that the Clerk liaise with PCC Cllr B Breeze to highlight the concerns and to ensure that any future building on the candidate site allowed for the expansion of the car park i.e. 2-3 acres – Clerk to circulate PCC correspondence, as appropriate.
11.2b	Powys CC Estate Sales – Motion to discuss raised by Cllr D Jones – Council resolved to reiterate their concerns related to PCC selling estate assets without consulting local Community Councils – Clerk to liaise with PCC Cllrs B Breeze/ K. Lewis and circulate correspondence to AM Russell George/ MP Steve Witherden
12.	Finances - Payments & Receipts/ Monthly Bank Reconciliation Report Council reviewed & resolved to approve reports/ expenditures. Documents circulated to Cllrs by 19/02/2025
	<ul style="list-style-type: none"> • Bank Balances 31st January –UT CA £32,146.84/ UT Int Access £17,219.38 • Bank Reconciliation to 31st January 2025 (circulated 04/02) – Chair/ Clerk signed • Expenses authorised – TB £56.40 inc VAT – Heater – Kerry Toilets • Transactions 21st January to 17th February 2025 detailed in Appendix 1 • Model Financial Regulations being updated by Clerk for approval at Annual Meeting May 25 – draft circulated. • Clerk appraisal completed 10/02 CS/Clerk & signed. • Schedule of regular payments to be approved at meeting 31/03/2025
13.	Area Reports – February 2025
	VW (Kerry) – Raised concerns related to the new Newtown recycling new arrangements – Council resolved to request that PCC provide a breakdown of the reported £400K savings. In addition, Cllrs are concerned that the new system may lead to fly tipping in the ward. Clerk/BB/KL to action.

Page 4 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.

Agenda Pack for the meeting & copies of draft/ approved Minutes are available from our website at
www.kerrycommunitycouncil.gov.uk

* Although KCC works in conjunction with PCC as consultants, it has no authority to grant planning permission.

KERRY COMMUNITY COUNCIL ORDINARY MEETING MINUTES

	VW (Kerry) – Raised concerns that KCC had not yet received confirmation of the footpath adoption (S38 Highways Act) – Dolforgan View ref: -Planning Application P/2009/0106 Kerry. Clerk to action EMJ (Kerry) – Requested a follow up from PCC Cllr B.Breeze regarding the poor state of the road at Cwn Earl. Clerk to action.
14.	Items arising for next meeting – 26th March 2025 at 19:30 Kerry Village Hall – none other than stated.
15.	Confidential Session – Council resolved to exclude the Public and Press to discuss a confidential personnel matter: Council to discuss/resolve Clerk/RFO role – split role. CS/Clerk – 13-17
	Council advised of the resignation of Clerk and resolved to split the Clerk/RFO role into 2 roles. The Council resolved to approve recruitment advert & pay scale. CS/Clerk to progress and report to Council.

Appendix 1 Finances 21st January to 17th February 2025

		<u>Receipts Unity Trust Acct</u>	
Date	Minute Ref	Description	Amount
			£0.00

		<u>Payments Unity Trust Acct</u>	
Date	Minute Ref	Description	Amount
30-Jan-25	AM 29/05/24 id 12	Border Janitorial - INV 233213	-£188.13
30-Jan-25	AM 29/05/24 id 12	Clerk Salary Jan 25	-£813.05
30-Jan-25	AM 29/05/24 id 12	Playground Caretaker Salary Jan 25	-£64.08
30-Jan-25	AM 29/05/24 id 12	SLCC Clerk Annual Membership renewal	-£150.00
30-Jan-25	AM 29/05/24 id 12	PAVO Inv 2838 Q3 Payroll Administration	-£54.00
23-Jan-25	Statutory Payment	Direct Debit (HMRC SDDS)	-£150.63
31-Jan-25	Bank Service Charge	Unit Trust Service Charge	-£6.00
31-Jan-25	AM 29/05/24 id 12	Contract Cleaner - Kerry Toilets	-£304.40
17-Feb-25	27/11/2024 id 4.3e	DD (BRITISH GAS) - 10084555	-£162.58
		<u>Total Payments</u>	<u>-£1,892.87</u>

		<u>Pending Payments Unity Trust Acct</u>	
Date	Minute Ref	Description	Amount
18-Feb-25	30/10 id 15/ Statutory	Pension Payment	-£68.56
27-Feb-25	AM 29/05/24 id 12	Clerk Salary Feb 25	-£813.05
27-Feb-25	AM 29/05/24 id 12	Playground Caretaker Salary Feb 25	-£64.08
		<u>Total Pending Payments</u>	<u>-£945.69</u>

Meeting ended: 21:15

Minutes approved by: *D.Jones*

Date: 26/03/2025

Page 5 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.

Agenda Pack for the meeting & copies of draft/ approved Minutes are available from our website at
www.kerrycommunitycouncil.gov.uk

* Although KCC works in conjunction with PCC as consultants, it has no authority to grant planning permission.