

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](mailto:clerk@kerrycommunitycouncil.gov.uk)  
**MINUTES– COUNCIL ORDINARY BUSINESS MEETING held on Wednesday 26th MARCH 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.

<b>1.</b>	<b>Welcome by Chair, Attendance, Apologies for Absence and Remote Meeting Etiquette</b> <b>Attendees:</b> Cllr. D. Jones (Sarn)(DJ), Cllr. C. Seal. (Kerry) (CS), Cllr. R. Gardner (Dolfor) (RG), Cllr V Wildish (Kerry) (VW), Cllr. B. Pryce (Sarn) (BP), Cllr M. Morgan (Kerry) (MM), Cllr S Robertson (Kerry) (SR), Cllr E Meredith-Jones (Kerry) (EMJ), Cllr. T. Blatch (Kerry) (TB), <b>Apologies:</b> Cllr D. Lush (Kerry)(DL) – Council resolved to accept apologies. <b>Absent:</b> Cllr C. Fairclough (Dolfor) (CF) <b>County Councillors apologies:</b> PCC Cllr B Breeze (BB) <b>Members of the public:</b> 1 Minutes taken by Clerk
<b>2.</b>	<b>Declaration of Interest of any items on the agenda</b> Declarations received: Cllrs declaring an interest excused themselves from discussions related to the relevant item. EMJ – Item 11. 1a Planning – Personal Interest TB – Item 4 Co-option of Kerry Cllr – Personal Interest
<b>3.</b>	<b>Confirm, Approve &amp; Sign Minutes of Ordinary Meeting held 26<sup>th</sup> February 2025</b> Council resolved to approve the Minutes of Ordinary Meeting held 26 <sup>th</sup> February 2025.
<b>4.</b>	<b>Matters Arising</b>
<b>4.1</b>	<b>KCC Vacancies - Council to resolve to co-opt suitable candidates under “Notice of Co-option”.</b> CV2 issued to PCC for Sarn Vacancy 17/03/2025 and circulated to Cllrs – PCC confirmed KCC able to Co-opt from 4/4. The Council resolved unanimously to co-opt Felicity (Fleur) Blatch as a Kerry Councillor & was welcomed by Chair.
<b>4.2a.</b>	<b>Cllr Training/ Event Attendance Requests - Council reviewed &amp; resolved to approve.</b> EMJ confirmed availability for Biodiversity 2 – 20/05/2025 – Clerk to action
<b>b</b>	<b>St Michael's School Playground Lease – Clerk update</b> <ul style="list-style-type: none"> <li>Clerk raise queries with Richard George Jenkins as detailed in 4.2(b) Minutes 26/02. Solicitors awaiting a response from PCC. Clerk to chase</li> </ul>
<b>c.</b>	<b>Finance &amp; Governance Sub-Committee &amp; Grant Sub-Committee – Council resolved as follows:</b> Following the resignation of Cllr D Lush – Council resolved to appoint TB to the Finance & Governance Sub-Committee. Councillors for the Grant Sub-Committee will be resolved at the Annual Meeting – May 25
<b>d.</b>	<b>Assets Under Management Council reviewed &amp; resolved expenditure related to asset maintenance/ renewal</b> <b>Major Maintenance Dolforan Bridge</b> – No actions/motions tabled until completion of remedial works to the riverbank. <b>Mule Riverbank Erosion status – TB to provide a progress update</b> <ul style="list-style-type: none"> <li>Grant Agreement received– Garreg Lwyd – signed and returned to PAVO 17/03/2025 – awaiting funds.</li> <li>Project Title and award - KCC Dolforan Park and Dolforan Bridge erosion protection - Awarded £13,119.40</li> <li>KCC Contribution £4000.00</li> <li>PCC Watercourse Consent £50.00 – TB update - licence lasts for 3 years, application nearly complete – TB/Clerk to submit application.</li> <li>Following consent award, the Council will need to finalise plans &amp; RAMS. TB highlighted the benefits of sheet piles – cheap, effective &amp; simple installation.</li> <li>Works to be completed FY 25/26</li> </ul>

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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	<b>Kerry Toilets</b> <ul style="list-style-type: none"> <li>Clerk liaising with British Gas re FIT (SMEG) – application submitted awaiting outcome.</li> <li>FHU emptied and cleaned – confirmed VW (10/03) – Contract Cleaner to monitor.</li> <li>Due to a meter reading error by EDF – KCC due £20.87 credit.</li> <li>British Gas Bill February 25 - £148.19 inc VAT</li> <li>Frost thermostat fitted to heater by TB – set to 5 degrees to reduce energy consumption.</li> </ul>
	<b>Benches &amp; Gates</b> <ul style="list-style-type: none"> <li>Bench- opposite Village Shop – Kerry WI team have carried out maintenance works (04/03).Clerk thanked WI</li> <li>Replacement of Gate at Willians Drive – update &amp; costings from BP – C/F April 25.</li> <li>Mucky Lane bench – VW advised maintenance completed and bench re-sited by cycle rack at Kerry Toilets.</li> </ul>
	<b>St Michael's Playground</b> <ul style="list-style-type: none"> <li>Replacement of yellow play equipment with See Saw – St Michael's Playground – to replace following renewed lease</li> </ul>
	<b>Dolforan Park Playground</b> <ul style="list-style-type: none"> <li>Playground caretaker noted that the wheel on the Rock, Paper, Scissors that was missing has now been located 17/03</li> </ul>
	<b>Kerry Noticeboard</b> <ul style="list-style-type: none"> <li>Damaged Perspex – VW/TB/Clerk to update – Action ongoing</li> </ul>
	<b>Kerry Cemetery</b> <ul style="list-style-type: none"> <li>Clerk/ Vice-Chair arranging Cemetery Inspection for April</li> <li>Water Plus Invoice received 24/25 - £111.72 – Council to note increase in 25/26 will be 23%</li> <li>Butterfly Garden image sent by Resident Volunteer – 06/03 circulated to Cllrs</li> </ul>
<b>e.</b>	<b>Area reports outstanding – Clerk/ Councillors provided updates on outstanding matters.</b> <ul style="list-style-type: none"> <li>Area reports allocated to Clerk at meeting 26<sup>th</sup> February have been reported to PCC.</li> <li>S38 Adoption PCC – Dolforan View footpath – PCC response 04/03 – Developer finalising S104 Sewer adoption prior to PCC adoption.</li> </ul>
<b>f.</b>	<b>Council S137 Grant Awards – Clerk updated &amp; Council resolved as follows:</b> <ul style="list-style-type: none"> <li>Clerk updated Grant Application Form for 26/27 – Council resolved to approve the amended form. Clerk to finalise.</li> <li>Clerk collating end of project reports for KCC Annual Report</li> </ul>
<b>g.</b>	<b>One Voice Wales National Awards 2025 – Council resolved attendees.</b> <ul style="list-style-type: none"> <li>B.E.E. event submitted for award – 27/08 in 2 categories Best Environmental Project &amp; Community Engagement</li> <li>One Voice Wales - National Awards 30/04/25 £65.00 per attendee– Council resolved attendees – CS/SR. Clerk to action.</li> </ul>
<b>h.</b>	<b>Kerry Football Club Report &amp; Lease letter – Council reviewed and resolved as follows:</b> <ul style="list-style-type: none"> <li>Council resolved to monitor KFC plans and resolve actions regarding lease/ planning application when the plans are formalised.</li> <li>MM advised Council that KFC were taping off areas not suitable for parking during Football matches i.e. adjacent to playground/ TPO trees.</li> </ul>
<b>i.</b>	<b>Council resolved new bank account signatory &amp; resolved to approve regular payments for FY 25/26</b> <ul style="list-style-type: none"> <li>Following the resignation of Cllr D Lush – Council appointed RG as a new bank signatory. Clerk to action.</li> <li>Council resolved to approve the regular payment schedule, as per appendix 2 Agenda Pack, to maintain business continuity between meetings. Payments to ad hoc suppliers will be approved at the meeting before payment in accordance with the Council's SO/Financial Regs.</li> <li>Any regular invoice that varies by 15% or more from previous invoice will need to be approved by full council.</li> </ul>
<b>j.</b>	<b>Council resolved new hybrid meeting platform as Skype will no longer be available from May 25.</b> <ul style="list-style-type: none"> <li>Council resolved to utilise Zoom as the most suitable platform. Clerk to action.</li> </ul>
<b>5.</b>	<b>Amenities Report from Amenities Committee – not covered in item 4(d)</b> <ul style="list-style-type: none"> <li>TB to update – nothing further</li> </ul>

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6.	<b>KCC Website Analytics/Facebook</b> – update/report <ul style="list-style-type: none"> <li>Website - GA4 – 617 page views/199 first visits/ 215 users/ engagement 1m 08s –17/02 – 16/03/2025</li> <li>Vision ICT Invoice received for £245.26 inc VAT – includes website hosting &amp; support, SSL certificates &amp; email hosting.</li> <li>Clerk experienced issues with email client, reported to Vision ICT – issues ongoing. Clerk monitoring</li> </ul>
7.	<b>Biodiversity Report</b> – Update/ report Biodiversity EMJ, as appropriate. <ul style="list-style-type: none"> <li>Clerk corresponded with St Michaels C of W School to introduce EMJ (Biodiversity Officer) – preferred contact supplied and EMJ cc'd into correspondence.</li> <li>OVW Webinar -Section 6 Reports 2025 - Biodiversity and Ecosystems Resilience Duty - to assist Councils with the completion of the statutory reports. EMJ attending 14.4.25 @11am session</li> <li>EMJ attending PACE webinars, joined the Soil Association &amp; Pethau Bychain</li> </ul>
8.	<b>Visits &amp; Meeting attended</b> <ul style="list-style-type: none"> <li><b>Kerry Recreation Association's AGM</b> 03/03 - Attendee/s VW – Summary – WiFi ongoing issue</li> <li><b>Powys SLCC 05/03</b> – Attendee/s Clerk – Summary: Main point that Audit Wales will be awarding qualified accounts in councils fail to submit the requested documentation. Audit Wales will be providing Clerks/RFOs with webinars to aid the completion of Full Audits. The first round of triennial audits has now been completed.</li> </ul>
9.	<b>PCC Cllrs Report</b> <b>PCC Cllr B Breeze: Addressing issues raised at KCC Meeting 26/02:</b> <ul style="list-style-type: none"> <li>PCC has been awarded 1.2M by Welsh Government for road repairs. BB will be petitioning the Council for funding allocation to Kerry ward e.g. poor road surfaces Cwn Earl/ Wern Lane/ City. Cllrs to advise roads in poor condition for consideration via email to BB. Cllrs noted the poor state of Common Road, A489 through Kerry, Gilfach Lane, road adjacent to Pentre bridge. DJ has supplied details of poor road surface in postcode area SY16 4NA.</li> <li>PCC LDP –Site ID 219 Land at rear of Sarn Village Hall concerns – BB should the candidate sites be selected for development then a request for S106 to create additional car parking at Sarn Village Hall will be submitted</li> <li>Powys CC Estate Sales – following the response from Russell George AM (14/03 circulated). BB reported that he opposes every farm sale and is looking to raise a motion to include greater transparency &amp; public engagement regarding the sale of PCC assets.</li> <li>DJ comment – aware of small holder receiving notice to leave in another council area as PCC seeking to sell the land. DJ will be raising a motion at the next NFU meeting to highlight the issue.</li> <li>New Recycling Booking System (Newtown) – BB has requested budgetary breakdown from PCC Cllr responsible and will forward on receipt.</li> <li>Brynlwarch School – see detailed in Planning Correspondence (11.2a)</li> </ul>
10.	<b>Correspondence Incoming &amp; Outgoing</b> – via email unless otherwise stated & not detailed in other items. Council resolved any responses, as appropriate. All circulated to Council via email. <b>Incoming:</b> <ul style="list-style-type: none"> <li><b>Senedd Report</b> - "The role, governance and accountability of the community and town council sector" 05/03 via email - link <a href="https://senedd.wales/media/dqbgvzu/cr-ld17034-e.pdf">https://senedd.wales/media/dqbgvzu/cr-ld17034-e.pdf</a></li> <li><b>Senedd report - The Democracy and Boundary Commission</b> 11/03 – via email link <a href="https://www.dbcc.gov.wales/reviews/03-25/2026-review-final-determinations">https://www.dbcc.gov.wales/reviews/03-25/2026-review-final-determinations</a></li> <li>PCC - Open Spaces Review 12/03 via email - circulated to Cllrs 17/03</li> <li>OVW – Digital Guidance – 14/03 – circulated to Cllrs 17/03</li> <li>PCC - "Household Recycling Centre changes: the facts" via email - circulated to Cllrs 17/03</li> </ul> <b>Outgoing:</b> <ul style="list-style-type: none"> <li>Audit Wales – requesting invoice for Audit prior to year end.</li> </ul>
11.	<b>Planning Applications Received</b> – <a href="https://pa.powys.gov.uk/online-applications/?lang=EN">https://pa.powys.gov.uk/online-applications/?lang=EN</a> Council resolved response as consultee
11.1a	<b>Application Reference: 25/0298/HH</b> Proposal: Rear extension Site Address: 1 Upper Hodley , Kerry, Newtown, SY16 4NE. Council resolved to SUPPORT
11.2	<b>Planning Correspondence &amp; Associated Matters</b> – Council resolved as follows
11.2a	<b>28/02/2025 PCC - Brynlwarch School (email)</b> – response to alternative sites via BB – circulated to Cllrs

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	<b>Ref: MS2412-2025</b> "The Brynlwarch Hall Replacement Project has been underway for a number of years. Consideration was given at the start of the project in 2018 to potential locations for a BESD school to serve the whole of the county. However, following a detailed site assessment, the current location of the school was deemed to be the most appropriate as it was already in Council ownership and relevant services were already in place.  The school in Sarn was not an option at the time as it was still in use and only came on the market last year, when plans for the replacement school at Brynlwarch were complete, planning permissions had been obtained, a contractor had been appointed and final approval of funding was being sought from both Cabinet and also the Welsh Government, who provide 75% of the funding towards the new build.  Treowen CP School in Newtown is also in use and will be until the new Ysgol Calon y Dderwen school is built, anticipated to be around 2027."  <b>VW noted:</b> Brynlwarch School 23/0630/FUL. Planning portal needs updating. Last item on 26.03.2024 shows as 'Decision'. This is WG's decision 'Not to Call In'. The delegated officer's report is missing as is PCC's Decision Letter. This application went to full PCC Planning Committee on 11 <sup>th</sup> January 2023. It was published as a delegated officer's decision in March 2024. <b>Clerk to liaise with planning.</b>
12.	<b>Finances - Payments &amp; Receipts/ Monthly Bank Reconciliation Report</b> Council reviewed & approved reports/ expenditures. Documents circulated to Cllrs by 19/02/2025 <ul style="list-style-type: none"> <li>Bank Balances 28<sup>th</sup> February –<b>UT CA £30,728.17/ UT Int Access £17,219.38</b></li> <li>Bank Reconciliation to 28<sup>th</sup> February 2025 (circulated 04/02) – Chair/ Clerk signed</li> <li>Expenses authorised, Clerk expenses £13.20 (8 x1st Class Stamps)</li> <li>Transactions 18<sup>th</sup> February to 18<sup>th</sup> March 2025 detailed in Appendix 1</li> <li>Model Financial Regulations draft circulated by Clerk -Council to review (for approval at Annual Meeting May 25). Comments raised by Cllrs – <b>Clerk to amend and recirculate to Council.</b></li> <li>Q4 S126 Reclaim approximately £107.49 (17/03/2025)</li> <li>Minimum Wage Rates April 2025 - £12.21 per hour for 21 and over – Salaries to be adjusted, as appropriate.</li> <li>NI Rates April 2025 - Employers NI Rate – 15%, secondary threshold for employers will decrease from £9,100 to £5,000, employment allowance not applicable to councils and secondary threshold for employers NIC is £417 per month</li> <li>UT Instant Access Interest Rate reduction from 2.50% Gross/2.52% AER to 2.25%/2.27% on 6th May</li> <li>Clerk finalising year end accounts – draft Annual Return (24/25) and associated documents to be circulated w/c 31/03</li> </ul>
13.	<b>Area Reports – March 2025</b> None advised.
14.	<b>Items arising for next meeting – 30<sup>th</sup> April 2025 at 19:30 Kerry Village Hall</b> <ul style="list-style-type: none"> <li>Draft Annual Report to be reviewed</li> </ul>
15.	<b>Confidential Session</b> –Resolution to Exclude the Public and Press: due to recruitment/ personnel matters. <ul style="list-style-type: none"> <li>Clerk interviews scheduled for 02/04/2025</li> <li>RG/DL via DJ raised confidential matters – no action/ resolution from Council required.</li> </ul>

Appendix 1 Finances 18<sup>th</sup> February to 18<sup>th</sup> March 2025

Date	Minute Ref	RECEIPTS Description	Amount
17-Mar-25	NA	Leach & Son Inv 21	£ 825.00
		<b>Total Receipts</b>	<b>£ 825.00</b>

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<b>PAYMENTS</b>			
<b>Date</b>	<b>Minute Ref</b>	<b>Description</b>	<b>Amount</b>
18-Feb-25	30/10 id 15/ Statutory	Pension Payment (Jan)	-£ 68.56
27-Feb-25	AM 29/05/24 id 12	Playground Caretaker Feb Salary	-£ 64.08
27-Feb-25	AM 29/05/24 id 12	Clerk Feb Salary	-£ 813.05
28-Feb-25	NA Bank Charges	Bank Service Charge	-£ 6.00
28-Feb-25	AM 29/05/24 id 12	Contract Cleaner - Kerry Toilets	-£ 304.40
05-Mar-25	24/04/24 id 12	DD EDF - A-890BC1AF-001	-£ 16.80
07-Mar-25	26/02/25 4.2(d)	Boys & Boden Ltd	-£ 35.91
13-Mar-25	26/02/25 4.2(d)	Cllr Expenses Feb 25	-£ 56.40
17-Mar-25	27/11/24 id 4.3€	DD BRITISH GAS	-£ 148.19
18-Mar-25	30/10 id 15/ Statutory	Pension Payment (Feb)	-£ 68.56
18-Mar-25	AM 29/05/24 id 12	One Voice Wales - Membership 25/26	-£ 426.00
<b>Total Payments</b>			<b>-£ 2,007.95</b>

<b>PENDING</b>			
<b>Date</b>	<b>Minute Ref</b>	<b>Description</b>	<b>Amount</b>
26-Mar-25	AM 29/05/24 id 12	Vision ICT43539769 56-00-49	-£ 245.26
27-Mar-25	IPRW Statutory Payment	Cllr Statutory Payment	-£ 208.00
27-Mar-25	IPRW Statutory Payment	Cllr Statutory Payment	-£ 156.00
27-Mar-25	IPRW Statutory Payment	Cllr Statutory Payment	-£ 104.00
27-Mar-25	IPRW Statutory Payment	Cllr Statutory Payment	-£ 156.00
27-Mar-25	AM 29/05/24 id 12	Water Plus - Cemetery Water Supply	-£ 111.72
28-Mar-25	AM 29/05/24 id 12	Playground Caretaker March Salary	-£ 64.08
28-Mar-25	AM 29/05/24 id 12	Clerk March Salary	-£ 813.05
31-Mar-25	30/10 id 15/ Statutory	Pension Payment (March)	-£ 68.56
<b>Total Pending</b>			<b>-£ 1,926.67</b>

Meeting Ended: 20:46

Approved by:

Date: