

**HOLT COMMUNITY COUNCIL - MINUTES OF THE MEETING HELD ON  
TUESDAY 26th MARCH 2024 AT 7-00PM AT THE KENYON HALL, HOLT.**

**PRESENT:** Councillors: Mr J Cubitt, Mr S Lewis, Mr D Bithell, Mr A Jones, Mr D Munnerley, Mrs G Jones, Ms A Shone, Mr J Pridding, Mr G Mitchell, Clerk

**APOLOGIES:** Councillor M Morris, Mr J Hughes, Mr D Powell

The meeting was formally opened by the Chairperson, Mr J Cubitt, who welcomed everyone. There were no reports of recent deaths of either Holt residents or persons with Holt connections.

**MINUTES OF PREVIOUS MEETING:** There were no requests for any amendments and the minutes of the February meeting were accepted as a true record; Proposed Mr S Lewis, seconded Mr D Bithell.

**POLICE REPORT:** There was once again no Police presence at the meeting, but the Clerk had received an email from PCSO Lisa-Marie Davies advising that there had been no incidents around Holt reported to the Police for February.

**ITEM 1: MATTERS ARISING FROM THE MINUTES:**

**1.COMMUNITY GARDENERS:** Following on from the meeting held on January 10<sup>th</sup> 2024, regarding the idea of creating a “Holt Nature and Heritage Reserve” along the banks of the River Dee from Holt Castle to Dee Lane, Holt Gardeners had applied for funding to do the works to WCBC who are administrating locally for the “UK Shared Prosperity Fund”; the application had passed the first stage and a final decision was due by the end of March, but at the time of this meeting, no decision had been reached.

The Clerk advised that he had received an email from the Gardeners stating that they were applying to the “Communities and Place Key Fund” for a grant towards making some improvements to the green energy system and a replacement small pond at allotment 8; to support the grant application, written permission and a copy of the tenancy agreement was needed from their landlord, ie Holt CC, stating that the improvements had the Councils permission. After a discussion, the Clerk was asked to write to the Gardeners to fulfil their request.

**2. CHURCH GREEN BENCHES:** Councillor Pridding has been told that the benches will be installed by Allweld within the next couple of weeks and brackets fabricated onsite to hold them down.

**3. FINANCES:** The Finance sheet was discussed and agreed as acceptable; Income for February was £461.62 and Expenditure was £2040.10; Income was still boosted by higher bank interest, and Expenditure was increased due to 6 monthly invoices for water consumption at the toilets and allotments, and quarterly power usage for street lighting.

At this point, the Chairman advised that he had been in discussions with Mr P Hinchliffe, about the Clerks salary which had not been reviewed since commencement working with Holt Community Council in June 2022; the National Association of Local Councils had recently agreed new wage rates which made the Clerks hourly rate £13.21 from April 2022, and £14.21 from

April 2023; in addition as this was backdated, the Clerk was due back pay of £1188.00.

Proposed Mr J Pridding, seconded Mr A Jones, agreed by all to accept the finance sheet and the increased salary for the Clerk.

4. **SKILLS TRAINING:** Mr J Cubitt had recently undertaken 2 courses, one a “Planning for Future Generations” Course, run by Planning Aid Wales, and the other, a “Understanding the Law” Module run by One Voice Wales.

Mr Cubitt explained that the Planning for Future Generations course was well attended with 76 people on the course; however, as there were also lots of presenters, it felt cramped, with lots of items under discussion and as such was not really useful and he would not recommend that other Councillors take this course.

The Understanding the Law Course was 90 minutes long and covered items such as Councils Statutory Powers and Duties, and provided sources of advice for Councillors; also, it provided an understanding of the responsibilities and obligations Councils have in law and described in detail, the statutory duties of equal opportunities, data protection and Welsh Language introduced under recent legislation. Mr Cubitt considered this a good course which was well structured; he provided notes of the courses to all present.

5. **DEFIBRILLATOR:** Following the last meeting, on checking, the Clerk had noticed that the cabinet to house the defibrillator to be sited as Bellis Bros, was one where anyone needing to use the defibrillator has to call 999 and an operator will access the “Defibrillator Circuit Register”, get an access code to open the cabinet and give this to the caller to allow them to get the defibrillator. This is different to the one outside of NISA which has the access code on the cabinet. The Clerk was concerned that anyone needing to access the defibrillator in an emergency may not remember to take a mobile phone, and as every second counts in an emergency, someone’s life could be at risk while waiting to get a code number, assuming the caller had a mobile with them. After discussing this at length, it was agreed to purchase a similar cabinet to the one outside NISA; the Clerk has checked with a member of management at Bellis Bros, and they have CCTV which covers the premises; Proposed Mrs G Jones, seconded Ms A Shone.

6. **PLAY EQUIPMENT:** The Clerk has met with Mr J Catherall and is waiting on a quote for the painting of some of the play equipment at Dee Park and Church Green; he has also met with Mr S Rigby who charges £200/day but would want the Community Council to supply the paint.

7. **ALLOTMENTS:** The Clerk read out the letter which he had sent to the allotment holder who continues to park his vehicles (at least 2) overnight at the allotments; the letter made clear that this was a final warning and that if the cars were seen parked overnight at the allotments from Saturday 30<sup>th</sup> March, the tenant would be given 30 days’ notice to vacate his allotment.

The Clerk has allocated the micro allotment previously tended by Mr J Cubitt to Mrs W Winnard who is very pleased to have her own allotment.

8. **SPEEDING AND SPEED SIGNS:** The Clerk informed the Councillors that he had written to both Lesley Griffiths, MS for Wrexham and Sarah Atherton, MP for Wrexham, regarding the switching off of the Interactive Speed Signs and possible funding to replace them; he had an acknowledgement from Sarah Atherton but no formal reply; a formal reply had been received from Lesley

Griffiths in which she seem to suggest that all local authorities, including WCBC, had been given significant funding to implement the 20mph speed limit change; she did not comment as to whether this funding was adequate and the letter previously received from WCBC stated it was not enough and WCBC had over 60 interactive signs that either needed expensive upgrades or replacing, with no funds available from the Welsh Government. Mrs Griffiths did advise that she would write to the Deputy Minister for Climate Change to see if alternative funding was available but that budget restraints may dictate the answer.

The Clerk advised the Councillors that he thought that other Councils may be in a similar position with their interactive signs and that he would submit a Freedom of Information request to WCBC to try to find out exactly how many interactive signs in the WCBC area needed upgrading or replacing and an approximate costing. He also suggested contacting the Wrexham Leader who have regular articles on the 20mph limit and its effect on communities.

9. The Clerk had been informed that the Kenyon Hall Committee were not interested in having a portrait of King Charles III to display in the Kenyon Hall; the Clerk was asked to see if it was still possible to have one as it could be placed in the Community Centre, which already had one of Queen Elizabeth II.

#### **ITEM 2: CORRESPONDENCE:**

10. The Clerk had received correspondence again from One Voice Wales offering a 50% discount on the first years' membership; this has previously been discussed and it was felt that the SLCC membership was adequate for the Councils needs at this time.

An email had been received by the Clerk with regards to the D Day 80<sup>th</sup> anniversary celebrations to be held on Thursday 6<sup>th</sup> June 2024; 2 members of the Community Council are invited to attend; the Chair and Vice Chair are both away at this time and other councillors were asked to contact the Clerk if they wished to attend the event.

An email had been received from St John Ambulance Cymru asking to be considered as a worthy charity of the year to support; the Chair asked for this to be considered later in the year under the S137 section.

#### **11. PLANNING APPLICATIONS:**

a) Change of Use of Land to Garden Area and Erection of Garage, The Old Croft, Green Street, Holt: **NO OBJECTIONS**

b) Conservation Area Consent for Demolition of Boundary Wall (In Retrospect), Bridgewater, Church Street, Holt: Clerk was asked to contact the Planning Officer to register objections to the fact that the wall had already been demolished without permission, that the wall had been of good sound construction and should be rebuilt as was; the gap now created completely changes the outlook of the property which is in a prominent position on Church Street in the Holt Conservation Area; Council recommends that the wall be replaced with a similar opening as previously existed: **COUNCIL TO OBJECT**

c). Two Storey Rear Extension and Alterations to Front Elevation, Bridgewater, Church Street, Holt; Council has no objections to the erection of a two storey rear extension but do strongly object to the proposed alterations to the front elevation; the proposed changes would completely change the visual appearance of the property, which, as previously noted, is in a prominent

position on Church Street in the Conservation Area; at present, the bedroom windows are similar to the house next door but the proposed changes put a space between the bedroom windows, thereby altering the appearance of the frontage, as would the moving of the front door from the left hand side of the property to near the right hand side where the large window is now situated; the proposed changes would completely change the existing front elevation.

**COUNCIL TO OBJECT**

**ITEM 3: AGENDA:**

- A) Formal Receipt of Internal Audit; the Clerk advised that he had recently received an email from JDH regarding the Internal Audit but had not had time to look at it in detail; proposed Mr S Lewis, seconded Mrs G Jones that JDH are accepted as internal auditors for 2023-24; Agreed
- B) Report of Audit 2022-23, Wales Audit; the Clerk has received an email from the Auditor General with regards to the 2022-23 Wales Audit; the only comment was a minor typographical error found on the submitted paperwork, but this did not affect the audit opinion which was that there were no matters causing any concern. Proposed Mr S Lewis, seconded Mrs G Jones, that the audit report be accepted; Agreed.
- C) Finance 2024-25, Charges and Costings; the Clerk advised that when the budget for 2024-25 was considered, no discussions were held about whether the Community Council should increase the charges for services provided; the Clerk advised of increased charges to the Community Council, such as WCBC increase of 6.7%, minimum wage increases, Cemetery grass cutting etc. It was decided to leave all charges as are for this year, but the Clerk was asked to speak to WCBC to see what rents are charged for allotments managed by WCBC, and general Cemetery charges; this can be added to the agenda for discussion at the next meeting.

**ITEM 4: ANY OTHER BUSINESS:**

Mrs G Jones advised that the no parking restrictions in front of Holt School have been increased so that they now cover from the entrance to the car park down to the end of the school premises nearest to Frog Lane.

Mr D Munnerley advised that one of the signs at the junction of the Bypass and the Wrexham Road turn off had been damaged, Clerk to advise WCBC.

Mr J Pridding mentioned that the litter bin under the by-pass bridge was overflowing and needed clearing up; Clerk to contact WCBC.

Mr D Bithell said that the gully drains on Castle Street were full and needed to be emptied; Clerk to contact WCNC.

Mr A Jones said that there were potholes in the road by Woodlands on Borrass Road, between the Borrass Head junction and the Quarry Crossing; Clerk to contact WCBC.

**ACCOUNTS: Approved for payment in February and proposed payments for March. Proposed Mr J Pridding, seconded Mr A Jones, Agreed.**

**PROPOSED PAYMENTS FOR FEBRUARY**

<b>3045 – AVOW, Salary, Wage, Charge</b>		<b>£777.50</b>
<b>3046 – Hafren Dyfrdwy, Water Supply Toilets</b>	<b>£493.59</b>	
<b>Water Supply Allotments</b>	<b>£49.18</b>	<b>£542.77</b>
<b>3047 – EDF Energy, Street Lighting 01/11- 31/01</b>		<b>£394.03</b>
<b>3048 – Shane Coupland, Raking Leaves, Bowling Green</b>		<b>£41.00</b>
<b>3049 – FM Security, Repairs CCTV Toilets</b>		<b>£110.40</b>
<b>3050 – J&amp;L Garden Services, Grass Cuts Hillfield POS JAN</b>		<b>£145.00</b>
<b>3051 – Kenyon Hall Committee, Hall Hire January</b>		<b>£30.40</b>

**PROPOSED PAYMENTS FOR MARCH**

<b>3052 – AVOW, Salary, Wage, Charge, Annual Fee</b>		<b>£792.50</b>
<b>3053 - Chester Small Plant, Sharpen Blades, Bowling Mower</b>		<b>£221.03</b>
<b>3054 – Clean Police, Deep Clean, Toilets</b>		<b>£120.00</b>
<b>3055 – Kenyon Hall Committee, Hire Hall February Meeting</b>		<b>£30.40</b>
<b>3056 – J&amp;L Garden Services, Grass Cuts, Hillfield POS, Feb</b>		<b>£145.00</b>
<b>3057 – Mega Electrics, Street light Faults, 10/23-12/23</b>		<b>£561.22</b>
<b>3058 – G Mitchell, Clerks Expenses to 03/23</b>		<b>£257.03</b>
<b>DD – Scottish Power, Power Usage, Toilet Area</b>		<b>£769.05</b>

**NEXT MEETING OF HOLT COMMUNITY COUNCIL TO BE HELD AT THE  
KENYON HALL ON TUESDAY 30<sup>TH</sup> APRIL AT 7-00PM**



