

**HOLT COMMUNITY COUNCIL - MINUTES OF THE MEETING HELD ON
TUESDAY 18TH MARCH 2025 AT 7-00PM AT THE KENYON HALL, HOLT.**

PRESENT: Councillors: Mr J Cubitt, Mr S Lewis, Mrs G Jones, Mr J Pridding, Mr D Munnerley, Mr J Hughes, Mr A Jones, Mr D Powell. Mr D Bithell
Mr G Mitchell, Clerk

APOLOGIES: Ms A Shone, Councillor M Morris

The meeting was formally opened by the Chairman, Mr J Cubitt. There was one report of a recent death of either a Holt resident or a person with Holt connections; a silence was held in respect of the passing of the late Mrs Deanna Derbyshire.

POLICE REPORT: The Clerk had distributed the Police Report for February which showed 1 reported incident for the month; as PCSO Maddocks was in attendance, a discussion was held regarding the “Three Priorities – Community Councils”, which had been pending from last month’s meeting. The 3 Priorities chosen were Parking in the village, Speeding, and Anti-Social Behaviour, with special reference to drug use and drug dealing in the village. PCSO Maddocks in particular, and fellow officers, will pay attention to these Priorities when in and around the village, and PCSO Maddocks will produce a regular report detailing progress.

MINUTES OF THE PREVIOUS MEETING: There were no other requested amendments from the minutes of the February meeting and accordingly, the minutes of the meeting were accepted as a true record, Proposed Mrs G Jones, seconded Mr D Powell, agreed by all.

ITEM 1: MATTERS ARISING FROM THE MINUTES:

1.COMMUNITY GARDENERS: The Clerk advised that he had not heard any more from Mr Sion Roberts, Footpaths Manager at WCBC, but that may be because he is waiting for quotes to be returned. The Community Gardeners had recently worked on the footpath and tidied up the hedges; Mr S Jones has removed the hedge cuttings which had been left in the meadow at the end of the footpath. The Gardeners have produced a leaflet on what could be done by people in the village to assist in the entry into Wales in Bloom 2025. The Gardeners had also recently had a meeting with Mr L Maxwell of the North Wales Wildlife Trust who had given advice about looking after the various areas in the village such as the Gabians and the Mound by the Car Park; he had also advised on the Coronation Meadow and how it would need to be cut, rotavated and sown with wildflower seed to get the best effect in summer; the work would cost between £450-£600 if outside contractors were employed; the Gardeners wondered if Mr Adam Pridding could help.

Mr J Cubitt advised that he had recently been to a meeting of the Borrass Quarry Liason Group; he had a positive response from representatives of the Breedon Group and they were keen to get involved with Holt Gardeners to assist in any way with the entry into Wales in Bloom 2025.

2. DEFIBRILLATOR: The Clerk advised that he had not yet heard back from Dr Helen McCarthy, First Responder, regarding checking over the new defibrillator but hoped to get it sorted in the near future. The new Trauma cabinet has still to be installed.

3. PLAY EQUIPMENT: The correct invoice for the Trio Springer at the Church Green Play Area has now been received and will be paid in due course. The Clerk has been advised that the play areas equipment will be painted after the Easter Holidays, when the children are back in school.

4. FINANCES: The Clerk had distributed the Finance Sheet and Narrative for February 2025 which showed an income of £324.36 and expenditure of £1708.60; Income comprised Toilet Doors £29.25 and Bank interest £195.11; expenditure included the normal costs of salary and wages, General and Admin £21, Cemetery and Allotments £59.07, Toilets and Village General £757.40 and VAT £1.93. The Clerk advised that so far in March, he had spent £3171, and was waiting on an invoice from Mr S Jones for the work done in the Cemetery. Proposed Mr D Munnerley, seconded Mr S Lewis that the finances be accepted.

The Clerk advised that a letter had been delivered to NatWest Bank requesting a transfer of funds into the new 95 Day Liquidity account, but this would take 35 days to complete.

5. ALLOTMENTS: The Clerk said that the letters regarding the increase to allotment rents would be going out by the end of the month, as well as a letter advising that some allotments were in need of improvement; in addition, it would inform allotment holders that photos would be taken and subsequent photos at different points in the year. Should no improvements take place, the allotment holder may be given a warning, leading to possible notice to quit their allotment.

6. GULLEY GRIDS: The gulley sweeper had been in the village last week; both the Clerk and Councillor Morris had contacted Streetscene regarding the Dee Park gulley in the play area which is blocked up, leading to the path from the play area to Dee Park flooding in heavy rain.

7. SERVICE LEVEL AGREEMENT: The Clerk had been in contact with WCBC and had been assured that the grass cutting costs were included in the Service Level Agreement (SLA); he had also been given extra details of what was included in the SLA and what the Community Council would have to commit to should the Councillors wish to take on any part of the SLA. ROSPA recommendations are that weekly checks are conducted to ensure bins are secure, undamaged and emptied frequently; around the play areas should be checked for broken glass, sharps, debris etc that might create a potential injury; waste must be disposed of at an approved tip and a Waste Carriers Licence may be required. Records must be kept of all weekly checks, and sent off to WCBC each week in case of any insurance claims.

It was mentioned by some Councillors that they had not seen anyone checking the areas for litter etc but it may have been done when they were not around. After a discussion, it was agreed for the Clerk to sign and return the SLA, although a Councillor asked if it was possible for the CC to receive copies of reports from WCBC to show that the required actions were being taken.

8. CEMETERY: Mr S Jones had been asked to cut the hedges in the Cemetery to tidy them up; the Clerk had done a walk around to ensure that there were no nesting birds but as the majority of the hedging is in the adjoining fields, it

was unlikely that tidying up the brambles and hedge overlap was likely to be an issue. The Clerk had asked Mr Jones for an estimate to remove the moss from the Cemetery paths; his estimate was £250 which was agreed as acceptable.

ITEM 2: CORRESPONDENCE:

9. A request for a permit for a headstone for Mr P Sneyd had been received and as it met the cemetery criteria, was agreed.

The Clerk had received an email from the Independent Remuneration Panel for Wales advising that they had not received the Statement of Payments to Councillors for 2023-24 and that it was not on the website, although the previous years was on the website; the Clerk said that he had definitely sent it and this was probably why the remark had been made on the Annual Governance Statement with regard to the 2023-24 Tri-annual External Audit; the Clerk has passed the details on for the information to be added onto the website.

10. PLANNING:

a) Replacement Windows and Doors within Holt Conservation Area, Kenyon Place, Chapel Street, Holt: NO OBJECTIONS

b) Listed Building Consent for Internal and External Alterations, Including Demolition of Extension, Former Presbyterian Church, Castle Street, Holt: NO OBJECTIONS

ITEM 3: AGENDA

11. a) Internal and External Audits; 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 J Pridding, seconded Mr D Powell that JDH are accepted as internal auditors for 2024-25; Agreed by all

b) The Clerk advised that he would soon be hearing from the Welsh Audit Office regarding the general Audit for 2024-25; last year's Audit was an in-depth Tri-annual audit, but the next one will be the more basic form, similar to the Internal Audit.

ITEM 4: ANY OTHER BUSINESS:

Mrs G Jones advised the meeting that Holt CP School recently took part in the St Davids Day Eisteddfod at Darland School which was held for the schools in the local cluster; Holt School won a shield for their entry.

Mr D Munnerley asked if it was possible to find out the grass cutting schedule used by WCBC so that it would be easier to schedule additional cuts by contractors for the play areas if needed; the Clerk advised that he had asked many times for this but other WCBC departments do not seem to get prior notice either; the last grass cut was 21st January 2025.

Mr D Bithell asked if a request could be made to WCBC for the white lines to be repainted around the village; the Clerk has previously requested this from Streetscene and Holt is on the list.

Mr Bithell also advised that when contractors dug up the road and pavement by the car park entrance to put in a new electric cable to the electric car charger, the plant border was dug up, plants ripped out, pots broken and the waste litter bin was still behind the barriers so that no-one could get near it and people were just throwing rubbish over the barriers; Mr B Campbell was

due to have a meeting with Scottish Power so the Clerk will contact him to make him aware of the Community Councils concerns.

Mr J Cubitt advised that the 2025 National Eisteddfod of Wales will be held at Isycoed in August.

The Clerk advised that he has been in contact again with the representative of Hotel Wrexham who had said that he wanted the Hotel to be more involved with Holt village and was willing to sponsor events or give raffle prizes; Holt School, Holt Under Fives and the Community Gardeners had been mentioned as possible recipients.

Mr P Hinchliffe had asked that it be put in the minutes that the VAT reclaim for previous years would be submitted in the next month.

ACCOUNTS: Approved for payments for March 2025: Proposed
Mr D Munnerley, seconded Mr S Lewis.

PAYMENTS FOR FEBRUARY

3140 – AVOW, Salary, Wage, Charge, February	£880.53
3141 – EDF Energy, Village Energy Use	£11.60
3142 – Hafren Dyfrdwy CRF, Water, Toilets, Allotments, Cemetery	£816.47

PROPOSED PAYMENTS FOR MARCH

3143 – AVOW, Salary, Wage, Charge, Year End Fee	£895.53
3144 – WCBC, Repairs to Trio Springer, Church Green Play Area	£576.00
3145 – J&L Garden Services, POS Jan-Mar, Hedge Cut etc	£740.00
3146 – Brash Designs, Web Hosting Jan-March	£60.00
3147 – Kenyon Hall Committee, Hire Hall February	£30.40
3148 – Monument Landscapes, Grass Cut Holt Castle	£264.60
3149 – G Mitchell, Clerks Expenses, Printing and Travel	£263.14

NEXT MEETING OF HOLT COMMUNITY COUNCIL TO BE HELD AT THE KENYON HALL ON TUESDAY 29TH April 2025 AT 7-00PM

