



## **WENVOE COMMUNITY COUNCIL** **COUNCIL SUMMONS**

Notice is hereby given that a meeting of the above  
Council will be held at Wenvoe Library/Hub on  
Thursday 15 January 2026 at 7.30pm

### **AGENDA**

1. To receive apologies for absence
2. To receive Declarations of Interest under the Council's Code of Conduct
3. To approve the minutes of the Council meeting held 18 December 2025
4. Public participation
5. Police Matters (see Crime Report)
6. To consider new and updated Planning Applications (see planning list)
7. Finance and payment of accounts 2025
  - a) 1-31 December 2025
  - b) Payment Schedule
  - c) Budget, Precept, Scale of Charges
  - d) Councillor remuneration
8. Other projects and responsibilities
  - a) WRAC - update
  - b) Fly-tipping Enforcement – update
  - c) Section 6 – Environmental (Wales) Act 2016
  - d) Cemetery – update
  - e) Noticeboards – update
  - f) Welsh Water – update
  - g) Health & Safety Committee – annual safety inspections.
  - h) Stone wall – allotments
  - i) Library Roof - update
  - j) WCC Car Park Signage
  - k) WCC windows
  - l) CPE Report and adoption by Council
9. Ward Councillor Report
10. Any matters the Chairman decides are urgent
11. To receive reports from Chairman, Clerk and Members
12. To receive correspondence not specifically referenced on the Agenda (decisions cannot be taken in relation to matters raised under this agenda item).

Next meeting: 19 February at 7:30 pm: Monthly Meeting

Signed .....  
Debbie Barrett-Plows  
Clerk to the Council

**To view the full Agenda or join the meeting please visit - [www.wenvoecouncil.org.uk](http://www.wenvoecouncil.org.uk)  
for further information**

Agenda 5

**Wenvoe Crime Report**  
**For the period 11.12.2025 -**

Awaiting information

## **New Planning Applications**

There are no new planning applications

## **Previously Reported Planning Applications**

2025/01043/FUL (WG)	<b>The New Marsyd, St Lythans</b> Change of use from 2 separate residential holiday lets into one residential dwelling Applicant: Mrs Kathryn Gaughan	<b>Refused 15.12.2025</b>
2025/01110/FUL (WG)	<b>Tarrws Cottage, Old Port Road</b> Conversion of proposed outbuilding to habitable building  Applicant: Mr Dennis Kitt	No objection
2025/00555/FUL (ANH)	<b>The Byre Farm</b> Retrospective approval of temporary rural enterprise dwelling with associated infrastructure for three years  Applicant: Mr Stephen Lakin	No objection
2024/00543/FUL (HM)	<b>Wayside Cottage, Dyffryn</b> Proposed new access gate to lane  Applicant: Mr Paul Frost	No Objection

# Wenvoe Community Council

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

Name and Role (Clerk/RFO etc)

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Name and Role (RFO/Chair of Finance etc)

<b>A</b>	<b>Bank Reconciliation at 31/12/2025</b>		
	Cash in Hand 01/04/2025		34,687.90
	<b>ADD</b> Receipts 01/04/2025 - 31/12/2025		62,482.41
	<b>SUBTRACT</b> Payments 01/04/2025 - 31/12/2025		97,170.31
	<b>Cash in Hand 31/12/2025</b> (per Cash Book)		47,773.19
<b>B</b>			<b>49,397.12</b>
	Cash in hand per Bank Statements		
	Petty Cash 31/12/2025	0.00	
	Wenvoe Community Council 31/12/2025	49,397.12	
	Lloyds Deposit Account 31/12/2025	0.00	
			<b>49,397.12</b>
	Less unrepresented payments		
			49,397.12
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>49,397.12</b>
	<b>A = B Checks out OK</b>		

# Wenvoe Community Council

8 January 2026 (2025-2026)

## RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
111	WCC Hall Hire	03/12/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Nia Seabrooke	X	-100.00		-100.00
112	WCC Hall Hire	03/12/2025		Wenvoe Community	CR 500095	Wenvoe Community Centre Ha	Bentley Flowers	X	40.00		40.00
113	WCC Hall Hire	03/12/2025		Wenvoe Community	CR 500095	Wenvoe Community Centre Ha	Sophie Bond	X	37.00		37.00
114	WCC Hall Hire	03/12/2025		Wenvoe Community	CHQ	Wenvoe Community Centre Ha	Wenvoe Choir Representat	X	28.00		28.00
115	Allotments - Income	05/12/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Dan Munro	X	132.00		132.00
116	Cemetery - Income	09/12/2025		Wenvoe Community	BACS	Cemetery	Halls Memorials Monument	X	106.00		106.00
117	WCC Hall Hire	10/12/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Sally Yamamoto	X	30.00		30.00
121	WCC Hall Hire	12/12/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Elderfit	X	160.00		160.00
118	Cemetery - Income	12/12/2025		Wenvoe Community	BACS	Cemetery	Mossfords Cardiff West	X	106.00		106.00
119	Cemetery - Income	12/12/2025		Wenvoe Community	BACS	Cemetery	M-S Group	X	106.00		106.00
120	Cemetery - Income	12/12/2025		Wenvoe Community	BACS	Cemetery	C J Ball & Son	X	128.00		128.00
122	WCC Hall Hire	15/12/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Lily Payne	X	-100.00		-100.00
123	WCC Hall Hire	15/12/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Vithiyagari Ulaganathan	X	-100.00		-100.00
124	WCC Hall Hire	17/12/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	The Awen Project	X	148.00		148.00
126	Recycling Products via VOG	18/12/2025		Wenvoe Community	CR 500096	Recycling Products	The Vale of Glamorgan Cou	X	65.00		65.00
127	Recycling Products via VOG	18/12/2025		Wenvoe Community	CR 500096	Recycling Products	The Vale of Glamorgan Cou	X	7.50		7.50
125	WCC Hall Hire	18/12/2025		Wenvoe Community	CR 500096	Wenvoe Community Centre Ha	Sophie Bond	X	30.00		30.00
128	Precept	31/12/2025		Wenvoe Community	BACS	Precept	Vale of Glamorgan Council	X	14,445.00		14,445.00
<b>Total</b>									<b>15,268.50</b>		<b>15,268.50</b>

# Wenvoe Community Council

8 January 2026 (2025-2026)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
178	Products - Open Spaces	02/12/2025		Wenvoe Community	CARD	Sundry Expenses	Direct 3565Online Ltd	S	218.92	43.78	262.70
177	Donations	02/12/2025	20 November 2025	Wenvoe Community	CARD	Donation	M&S Retail Store	X	50.00		50.00
184	Grounds - Cemetery	05/12/2025		Wenvoe Community	SO	Cemetery	M Tucker	X	20.00		20.00
179	cleaner	05/12/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
180	cleaner	12/12/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
185	Clerk Salary	15/12/2025		Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,511.22		1,511.22
186	Clerk Pension	15/12/2025		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorga	X	433.92		433.92
187	Electricity & Gas	17/12/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	236.96	11.84	248.80
189	Cleaning Equipment & Products	19/12/2025		Wenvoe Community	CARD	Cleaning Materials	Amazon Services Europe S	S	19.00	3.80	22.80
190	Cleaning Equipment & Products	19/12/2025		Wenvoe Community	CARD	Cleaning Materials	Amazon Services Europe S	S	12.48	2.50	14.98
181	cleaner	19/12/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
188	Sundry Expenditure	19/12/2025		Wenvoe Community	DD	Bank Charges	Lloyds Bank	X	10.10		10.10
192	Annual Servicing of Equipment	22/12/2025	15 December 2025	Wenvoe Community	BACS	Annual Safety Checks	Olynpaidd M&E 2008 Limb	X	120.00		120.00
193	Professional Services	22/12/2025	15 December 2025	Wenvoe Community	BACS	Legal & Professional Fees	JCP Solicitors Limited	S	897.00	179.40	1,076.40
191	Donations	22/12/2025	15 December 2025	Wenvoe Community	BACS	Donation	Wenvoe Choir	X	51.90		51.90
194	Electricity & Gas	23/12/2025		Wenvoe Community	BACS	Light & Heat	British Gas	L	216.20	10.81	227.01
195	Council Tax	29/12/2025		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	295.00		295.00
182	cleaner	29/12/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
183	cleaner	29/12/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
196	Telephone & Broadband	31/12/2025		Wenvoe Community	DD	WCC Broadband	Onecom	S	72.53	14.51	87.04
<b>Total</b>									<b>4,360.23</b>	<b>266.64</b>	<b>4,626.87</b>

**15 January 2025 - Payment Schedule**

1. Vale of Glamorgan	Recycling Products	£102.00
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