



## **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 May 2025 at 7.30pm

### **AGENDA**

1. To receive apologies for absence
2. Declaration of Acceptance to be signed by Cllr P Freeman, Cllr J Crockford, Cllr N Gater, Cllr R Jervis (extended to 15 May 2025)
3. To receive Declarations of Interest under the Council's Code of Conduct
4. To approve the minutes of the Council meeting held 17 April 2025
5. Public participation
6. Police Matters: <https://www.police.uk/pt/your-area/south-wales-police/wenvoe/?tab=CrimeMap>
7. To consider new and updated Planning Applications (see planning list)
8. Finance and payment of accounts 2025
  - a) 1-30 April 2025
  - b) Payment Schedule
  - c) Virement re legal fees
  - d) Insurance Renewal
  - e) Clerk Holiday Pay
9. Other projects and responsibilities
  - a) WRAC - update
  - b) Fly-tipping Enforcement – update
  - c) Section 6 – Environmental (Wales) Act 2016
  - d) First Registration of Land & Carpark Boundary update
  - e) Cemetery – update
  - f) Multi location meetings – update
  - g) Noticeboards – update
  - h) Defibrillator cabinet
  - i) Installation of Cork Noticeboards & King's Portrait
  - j) Repairs to guttering – outbuilding
  - k) Welsh Water
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 June at 7:30 pm: Monthly Meeting

Signed .....

Debbie Barrett-Plows  
Clerk to the Council

**To view the full Agenda please visit:**  
**[www.wenvoecouncil.org.uk](http://www.wenvoecouncil.org.uk)**

Agenda 6

**Wenvoe Crime/ASB incidents**  
**For the period 10.04.2025 – 07.05.2025**

There were 16 incidents throughout Wenvoe to include Culverhouse Cross including The Copthorne Hotel.

Occurrences of Note:

Theft of Trade Plates	Alps Quarry	Unknown male has taken trade plates off a vehicle. Plates circulated as stolen
Theft of Push Bike	Port Road	Incident captured, unable to identify male through police system
Theft of Chainsaw	Greenwood Close	Unknown male on scooter taken chainsaw from front of property

Several crime incidents relating to ASB at McDonalds and thefts at retail park.

Agenda 7

**New Planning Applications**

2025/00315/FUL                      **5 Wenvoe Close**                      No objection  
Demolition of existing garage and utility  
room. Erection of 2 storey extension to left  
side of the house  
  
Applicant: Mr Taylor Bond

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2025/00379/FUL                      Former Beech Tree Inn                      No objection  
Variation of Condition 3 (operating hours) of  
Planning permission 2024/01174/FUL: Change of  
Use from Bar & Restaurant to Church  
  
Applicant: Mr Nelson Kerr

**Previously Reported Planning Applications**

2025/00236/FUL                      **Gwenfo Junior & Infant School**                      Approved  
Proposed Outdoor Classroom                      22 April 2025  
  
Applicant: Miss Nicola Starke

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2024/01212/FUL (ANH)                      Construction and operation of a Battery  
Energy Storage System (BESS) facility  
including the erection of battery container units  
inverters, 132kV substation, 33kV customer  
switchgear, storage container and welfare  
container, water tank, new internal access  
roads, resurfaced compound, installation of  
perimeter fencing and access gate; associated  
ground works; and landscaping                      Objection  
  
Applicant: Greenfield Energy Developments Ltd

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2024/00543/FUL (HM)                      **Wayside Cottage, Dyffryn**                      No Objection  
Proposed new access gate to lane  
  
Applicant: Mr Paul Frost

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2023/01123/FUL                      **Tunnelside Yard, Snell Yard Wenvoe**                      No objection  
Proposed change of use from agricultural land  
to proposed caravan suite for touring caravans and  
motorhomes (no static caravans)  
Applicant: Mr Steven Reynolds

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2023/00373/OUT                      **Upper House, Pound Lane, Wenvoe**                      No objection  
Proposed two- bedroom bungalow  
  
Applicant: Mr Roger Bentley

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## Wenvoe Community Council

Prepared by: *D. Bennett Pious*  
Name and Role (Client/RFO etc)

Date: *08/5/2025*

Approved by: \_\_\_\_\_  
Name and Role (RFO/Chair of Finance etc)

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

<b>Bank Reconciliation at 30/04/2025</b>			
	Cash in Hand 01/04/2025		34,687.90
	<b>ADD</b> Receipts 01/04/2025 - 30/04/2025		17,006.50
	<b>SUBTRACT</b> Payments 01/04/2025 - 30/04/2025		51,694.40
<b>A</b>	<b>Cash In Hand 30/04/2025</b> (per Cash Book)		<b>43,956.45</b>
	Cash in hand per Bank Statements		
	Petty Cash                                 30/04/2025	0.00	
	Wenvoe Community Council             30/04/2025	43,956.45	
	Lloyds Deposit Account                 30/04/2025	1.00	
	<b>Less unrepresented payments</b>		<b>43,956.45</b>
	<b>Plus unrepresented receipts</b>		<b>43,956.45</b>
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>43,956.45</b>
	<b>A = B Checks out OK</b>		

# Wenvoe Community Council

8 May 2025 (2025-2026)

## RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1	WCC Hall Hire	01/04/2025		Wenvoe Community	CR 500082	Wenvoe Community Centre Ha	Bablu Miah	X	52.50		52.50
2	WCC Hall Hire	04/04/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Elderfit	X	180.00		180.00
3	Cemetery - Income	08/04/2025		Wenvoe Community	BACS	Cemetery	M-S Group	X	100.00		100.00
4	VAT Refund	10/04/2025		Wenvoe Community	BACS	VAT Refund	HMRC - VAT	X		1,277.00	1,277.00
5	Outbuildings	15/04/2025		Wenvoe Community	BACS	Outbuildings	Damian Martin	X	100.00		100.00
6	WCC Hall Hire	17/04/2025		Wenvoe Community	CR 500083	Wenvoe Community Centre Ha	Patchwork Ladies	X	527.00		527.00
7	WCC Hall Hire	17/04/2025		Wenvoe Community	CR 500084	Wenvoe Community Centre Ha	Toddler Group	X	20.00		20.00
8	WCC Hall Hire	17/04/2025		Wenvoe Community	CR 500083	Wenvoe Community Centre Ha	Blayne Martin	X	43.00		43.00
10	Cemetery - Income	24/04/2025		Wenvoe Community	BACS	Cemetery	Sue Cook	X	197.00		197.00
11	WCC Hall Hire	28/04/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Radio Club	X	66.00		66.00
9	Precept	29/04/2025		Wenvoe Community	BACS	Precept	Vale of Glamorgan Council	X	14,444.00		14,444.00
<b>Total</b>									<b>15,729.50</b>	<b>1,277.00</b>	<b>17,006.50</b>

# Wenvoe Community Council

8 May 2025 (2025-2026)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	cleaner	04/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
7	Grounds - Cemetery	07/04/2025		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
6	Subscriptions	07/04/2025		Wenvoe Community	CARD	Subscriptions	Microsoft 365	X	104.99		104.99
8	Equipment & Repairs - Cemete	08/04/2025		Wenvoe Community	Chq 0100080	Cemetery	Kathy James	X	60.00		60.00
2	cleaner	11/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
10	Clerk Salary	15/04/2025		Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,481.17		1,481.17
9	Clerk Pension	15/04/2025		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorga	X	420.34		420.34
20	Building Decoration - WCC & Li	22/04/2025	17 April 2025	Wenvoe Community	BACS	Buildings maintenance & repair	Ray Charles	X	850.00		850.00
11	Electricity & Gas - WCC & Libra	22/04/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	197.69	9.88	207.57
21	Audit	22/04/2025	17 April 2025	Wenvoe Community	BACS	Audit Fees	Audit Wales	X	235.00		235.00
19	Professional Services	22/04/2025	17 April 2025	Wenvoe Community	BACS	Legal & Professional Fees	Ball & CO Chartered Buildir	S	672.00	134.40	806.40
3	cleaner	22/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
12	WCC Repairs & Renewals	22/04/2025		Wenvoe Community	BACS	Repairs & Renewals	Wenvoe Community Counc	X	11.99		11.99
13	WCC Repairs & Renewals	22/04/2025	17 April 2025	Wenvoe Community	BACS	Repairs & Renewals	Jason Jones	X	250.00		250.00
15	WCC Repairs & Renewals	22/04/2025	17 April 2025	Wenvoe Community	BACS	Repairs & Renewals	Damian Martin	X	950.00		950.00
17	WCC Repairs & Renewals	22/04/2025	17 April 2025	Wenvoe Community	BACS	Repairs & Renewals	CID Electrics	X	245.00		245.00
16	Hygiene Services	22/04/2025	17 April 2025	Wenvoe Community	BACS	Sundry Expenses	Cathedral Leasing Limited	S	156.00	31.20	187.20
18	Annual Servicing of Equipment	22/04/2025	17 April 2025	Wenvoe Community	BACS	Annual Safety Checks	Scott Fire & Protection Sen	S	76.30	15.26	91.56
14	Bank Charges	22/04/2025		Wenvoe Community	PAY	Bank Charges	Lloyds Bank	X	6.08		6.08
23	Electricity & Gas - WCC & Libra	24/04/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	220.41	11.02	231.43
26	Subscriptions	24/04/2025		Wenvoe Community	CARD	Subscriptions	123 Reg	S	83.88	16.78	100.66
4	cleaner	25/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
24	NI Employer/Employee	25/04/2025		Wenvoe Community		HMRC - PAYE	HMRC - PAYE	X	897.92		897.92
25	Council Tax - WCC & Library	28/04/2025		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	298.60		298.60
5	cleaner	28/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
22	Telephone & Broadband	30/04/2025		Wenvoe Community	DD	WCC Broadband	Onecom	S	72.53	14.51	87.04
<b>Total</b>									<b>7,504.90</b>	<b>233.05</b>	<b>7,737.95</b>

**Payment Schedule as at 8 May 2025**

1. Ball & Co Solicitors Monies on account of legal fees re First Registration of Land	£1,000.00
2. One Voice Wales Membership 01.04.2025 – 31.03.2026 (Payment due by 30.06.2025 latest)	£ 554.00
3. 123Reg Domain Renewal – Wenvoe Online (1 year)	£12.99
4. Banner Business Solutions Cork Noticeboard for Office	£28.00
5. Joanna Howell Internal Audit	£204.55