



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 16 October 2025 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 September 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) 1-30 September 2025
 - b) Payment Schedule
 - c) Finance Meeting 14 October 2025 Report
8. 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) Welsh Water
 - i) VOG Annual Assessment 2024-2025 Summary
 - j) Health & Safety Committee – annual safety inspections – update & Risk Assessment documents
 - k) Stone wall – allotments & Quarryman's memorial fence
 - l) The Boundary Commission – update
 - m) Remembrance Sunday
 - n) New Chain of Office engraving
 - o) Wenvoe Village Show hall hire 2026
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: 20 November 2025 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

Wenvoe Crime Report
For the period 20.08.2025 – 08.10.2025

There were 50 occurrences through address search Wenvoe. This also includes Vale side of Culverhouse Cross including Copthorne Hotel.

Occurrences of Note:

Suspicious Phone Call	Wenvoe Arms	Withheld number no investigation
Parking issues outside Gwenfo Primary	Walston Close	Ongoing issues outside school at pick up and drop off times
Removal of information on Notice board	Wildlife field Wenvoe	No CCTV or witnesses who removed information
ASB at Child's party	Wenvoc Village Hall	16 Yr old party got out of hand 50 invited 150 turned up various ASB and issues
Dog Bite	Wenvoe Fields	Jack Russel type dog has bitten lady on leg. No identification of dog owner

Several incidents relating to ASB at McDonalds/thefts at Retail Park

Agenda 6

New Planning Applications

2025/00817/FUL (ANH)	Old Wallace Farm, Dyffryn The creation of a series of 4 wildlife ponds in the Floodplan adjacent to the River Waycock but not Connected to the river itself. Applicant: Mr Rhys Jenkins	No objection
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Previously Reported Planning Applications

2025/00585/FUL (ANH)	Oaktree Farm, Morfa Lane Change of use of The Piggery from agricultural/ forestry use to class D1 (non-residential institution) and to include the siting of a mobile welfare unit Applicant: Mr Jonathan Field, The Awen Project	No objection Refused 03.10.2025
2023/00373/OUT	Upper House, Pound Lane, Wenvoe Proposed two- bedroom bungalow Applicant: Mr Roger Bentley	Approved 11.02.2025 received 03.10.2025
2025/00706/FUL (SDB)	Goldsland Farm, Wenvoe Variation of Condition 1 (Approved Plans & documents) – Outbuilding for private gym & summer house Applicant: Ms Jessica Reader	No objection Approved 18.09.2025
2025/00858/FUL (ANH)	Dyffryn Gardens, St Nicholas Creation of 3 surface water attenuation ponds and associated landscape works Applicant: Chris Flynn	No objection
2025/00856/FUL (WG)	4 Vennwood Close, Wenvoe Ground floor rear and first floor side extensions Applicant: Mr Marc Bowen	No objection
2025/00555/FUL (ANH)	The Byre Farm Retrospective approval of temporary rural enterprise dwelling with associated infrastructure for three years Applicant: Mr Stephen Lakin	No objection

2024/00543/FUL (HM)

Wayside Cottage, Dyffryn
Proposed new access gate to lane

No Objection

Applicant: Mr Paul Frost

Wenvoe Community Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

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

Date: _____

A	Bank Reconciliation at 30/09/2025		
	Cash in Hand 01/04/2025		34,687.90
	ADD Receipts 01/04/2025 - 30/09/2025		44,416.91
	SUBTRACT Payments 01/04/2025 - 30/09/2025		79,104.81
	Cash in Hand 30/09/2025 (per Cash Book)		32,735.91
			46,368.90
B	Cash in hand per Bank Statements		
	Petty Cash 30/09/2025	0.00	
	Wenvoe Community Council 30/09/2025	46,368.90	
	Lloyds Deposit Account 30/09/2025	0.00	
			46,368.90
	Less unrepresented payments		
			46,368.90
	Plus unrepresented receipts		
	Adjusted Bank Balance		46,368.90
	A = B Checks out OK		

Wenvoe Community Council

7 October 2025 (2025-2026)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
53	Cemetery - Income	01/09/2025		Wenvoe Community	Mobile Cheque Dep	Cemetery	David Maher	X	318.00		318.00
54	Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Andrew G Pyman	X	32.00		32.00
55	Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Jodie S Maqueline	X	43.00		43.00
56	Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Nicola Harmer	X	32.00		32.00
57	Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Lianne Coleman	X	43.00		43.00
58	Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Michael Tucker	X	43.00		43.00
59	Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Nicola Gater	X	32.00		32.00
60	Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Cath Godfrey	X	32.00		32.00
61	Allotments - Income	05/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	David Haswell	X	32.00		32.00
62	Allotments - Income	05/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Colin & Pauline Harris	X	43.00		43.00
63	Allotments - Income	08/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Ann Swift	X	32.00		32.00
64	Allotments - Income	08/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Tracey Elsam	X	32.00		32.00
65	WCC Hall Hire	09/09/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Canon Hill Art Space	X	160.00		160.00
66	Allotments - Income	09/09/2025		Wenvoe Community	Mobile Cheque Dep	Allotments - Twyn yr Odyn	Colin Thomas	X	43.00		43.00
67	Allotments - Income	09/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Debra Tann	X	32.00		32.00
69	Allotments - Income	11/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Samantha Campbell	X	43.00		43.00
70	Allotments - Income	11/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Lewis Evans	X	32.00		32.00
71	Allotments - Income	11/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Rhiannon Tanner	X	43.00		43.00
68	WCC Hall Hire	16/09/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Amy Treharne	X	70.00		70.00
68	WCC Hall Hire	16/09/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Amy Treharne	X	100.00		100.00
72	WCC Hall Hire	16/09/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Amy Treharne	X	-100.00		-100.00
73	Allotments - Income	19/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Nicola Heath	X	32.00		32.00
74	Allotments - Income	22/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Kelly Stevenson	X	43.00		43.00
75	Allotments - Income	22/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Stephen Harris	X	32.00		32.00
76	Allotments - Income	22/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Amanda Lynn	X	32.00		32.00
77	Allotments - Income	24/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Bryony de Claire	X	32.00		32.00
79	Subscriptions	25/09/2025		Wenvoe Community	BACS	Subscriptions	Amazon Services Europe S	X	4.50		4.50
80	Allotments - Income	29/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Ava Kelly	X	32.00		32.00
78	Allotments - Income	30/09/2025		Wenvoe Community		Allotments - Twyn yr Odyn	Barry Harper	X	43.00		43.00
Total									1,387.50		1,387.50

Wenvoe Community Council

7 October 2025 (2025-2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
113	Water - Allotments	01/09/2025		Wenvoe Community	DD	Water Rates	Welsh Water	X	136.22		136.22
115	Stationery	02/09/2025	19 September 2024	Wenvoe Community	CARD	Stationery	Amazon Services Europe S.	S	17.61	3.52	21.13
114	Repairs & Renewals	02/09/2025	19 September 2024	Wenvoe Community	BACS	Buildings maintenance & repair	Paul Freeman	X	80.19		80.19
119	Grounds - Cemetery	05/09/2025		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
116	cleaner	05/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
123	Cleaning Equipment & Product	10/09/2025		Wenvoe Community	CARD	Cleaning Materials	Amazon Services Europe S.	S	6.41	1.28	7.69
124	Cleaning Equipment & Product	10/09/2025		Wenvoe Community	BACS	Cleaning Materials	Amazon Services Europe S.	S	4.16	0.83	4.99
120	Subscriptions	10/09/2025		Wenvoe Community	CARD	Subscriptions	Amazon Services Europe S.	X	0.99		0.99
117	cleaner	12/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
122	Clerk Salary	15/09/2025		Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,511.22		1,511.22
121	Clerk Pension	15/09/2025		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorga	X	433.92		433.92
125	Electricity & Gas	17/09/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	158.04	7.90	165.94
126	Subscriptions	17/09/2025		Wenvoe Community	CARD	Subscriptions	Amazon Services Europe S.	X	8.99		8.99
127	Electricity & Gas	18/09/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	23.39	1.16	24.55
118	cleaner	19/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
128	Sundry Expenditure	19/09/2025		Wenvoe Community	CHG	Bank Charges	Lloyds Bank	X	5.42		5.42
129	Products - Open Spaces	24/09/2025	18 September 2025	Wenvoe Community	CARD	Open Spaces - Grounds Contra	Amazon Services Europe S.	S	52.49	10.50	62.99
130	Products - Open Spaces	25/09/2025	18 September 2025	Wenvoe Community	CARD	Community Expenditure	DefibWarehouse/First Resc	S	160.00	32.00	192.00
133	Repairs & Renewals	26/09/2025	17 July 2025 & 18 Septembe	Wenvoe Community	CARD	Open Spaces - Grounds Contra	Forest Products Limited	S	143.88	28.78	172.66
131	cleaner	26/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
134	Council Tax	29/09/2025		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	295.00		295.00
132	cleaner	29/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
135	Telephone & Broadband	30/09/2025		Wenvoe Community		WCC Broadband	Onecom	S	72.53	14.51	87.04
Total									3,325.46	100.48	3,425.94

Payment Schedule

1. John Crockford	Ground Contract	£2609.40
2. E J Dyer	Leaking Hot Water Heater Ladies/Disabled WC	£30.00