



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 17 October 2024 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 19 September 2024
4. Public participation
5. Police Matters: <https://www.police.uk/pu/your-area/south-wales-police/wenvoe/?tab=CrimeMap>
6. To consider new and updated Planning Applications (see planning list)
7. Finance and payment of accounts 2024
 - a) 25.07.2024 Corrected payment details re PAYE
 - b) 1-30 September 2024
8. Other projects and responsibilities
 - a) WRAC - update
 - b) Registration of Land - update
 - c) Footpath & Conifer Hedge - update
 - d) Quarrymen's Memorial - update
 - e) Asset Register – update
 - f) Cemetery – update
 - g) Chain of Office - update
 - h) Remembrance Sunday
 - i) Handrail to steps to access War Memorial – update
 - j) Multi location meetings – update
 - k) Wenvoe School – WCC Representative
 - l) Christmas Tree
 - m) Defibrillator
 - n) WCC Hall Hirers – replacement and/or new equipment
 - o) Welsh Water works - Wenvoe
9. Any matters the Chairman decides are urgent
10. To receive reports from Chairman, Clerk and Members

Next meeting: 21 November 2024 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/ASB incidents 21.08.2024 – 25.09.2024

Total Incident Number – 34

Occurrences of Note:

What	Where	Details
Theft	Queens Drive, Cambrian Park	Theft of building materials
Burglary	Apple Tree Farm	Attempted Burglary – resident scared persons away
Theft	Vennwood Close	Theft of Riding Boots – suspect identified
Theft	Grange Close	Theft of medical pouch – suspect identified
Damage	Station Road West	Youths thrown stone at window causing damage
Possible Scam	Walston Road	Postal scam – saying to pay for undelivered parcel

Several incidents relating to ASB at McDonalds/Thefts at Culverhouse Cross Retail Park

New Planning Applications

2024/00814/LBC (LCH)	Dyffryn Gardens Consent to erect new and replace existing signage throughout property and gardens Applicant: Ms Caroline Dadd	No objection
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2024/00815/ADV (SDB)	Dyffryn Gardens Directional signage for visitors including car parking and access, facilities and exits. Signage for visitors including maps, restricted areas and opening times. Mixture of Wall mounted, Bracket mounted, Buried and freestanding signs Applicant: Ms Caroline Dadd	No objection
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2024/00866/FUL (GW)	The Laurals, 6 Walston Road, Wenvoe Two storey extension to the rear of the house an existing single storey side extension to be removed Applicant: Miss Samantha Taylor	No objection
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Previously Reported Planning Applications

2024/00679/FUL (MK)	Ruthglen, 11 St Andrews Road Extension (re-submission of plans previously passed by VOG as permission has expired) Applicant: Mrs Julia George	Approved 07.10.2024
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2024/00710/FUL (WG)	17 Picca Close, Wenvoe Proposed conversion of part of the existing garage into gymnasium at floor level and construction of a roof dormer with Juliet balcony to form games room at first floor level Applicant: Mr Brett Collins	No objection
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2024/00543/FUL (HM)	Wayside Cottage, Dyffryn Proposed new access gate to lane Applicant: Mr Paul Frost	No Objection
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2023/01123/FUL	Tunnelside Yard, Snell Yard Wenvoe Proposed change of use from agricultural land to proposed caravan suite for touring caravans and motorhomes (no static caravans) Applicant: Mr Steven Reynolds	No objection
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2023/00373/OUT

Upper House, Pound Lane, Wenvoe
Proposed two- bedroom bungalow

No objection

Applicant: Mr Roger Bentley

2021/00075/FUL (ANH)

Land West of St Lythans
Two livestock buildings with access from highway

No objection

Applicant: Mr John Crockford

Wenvoe Community Council

1 October 2024 (2024-2025)

PAYMENTS LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
79	05/07/2024		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
78	05/07/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
80	12/07/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
83	16/07/2024		Wenvoe Community		Cleaning Materials	Amazon Services Europe S	S	15.00	3.00	18.00
84	16/07/2024		Wenvoe Community	CARD	Cleaning Materials	Amazon Services Europe S	S	22.08	4.42	26.50
85	16/07/2024		Wenvoe Community	CARD	Cleaning Materials	Amazon Services Europe S	S	5.41	1.08	6.49
82	16/07/2024		Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,405.65		1,405.65
81	16/07/2024		Wenvoe Community	BACS	Clerk Salary	Cardiff & Vale of Glamorga	X	415.23		415.23
86	17/07/2024		Wenvoe Community	DD	Light & Heat	British Gas	L	95.77	4.78	100.55
87	18/07/2024		Wenvoe Community	DD	Light & Heat	British Gas	L	28.50	1.42	29.92
88	19/07/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
89	25/07/2024		Wenvoe Community	DD	Clerk Salary	HMRC - PAYE	X	1,050.42		1,050.42
90	26/07/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
92	29/07/2024		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	261.00		261.00
91	29/07/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
93	30/07/2024		Wenvoe Community	BACS	Open Spaces - Grounds Contra	John Crockford	S	1,352.00	270.40	1,622.40
94	30/07/2024		Wenvoe Community		Training	One Voice Wales	X	40.00		40.00
95	30/07/2024		Wenvoe Community	BACS	Training	One Voice Wales	X	40.00		40.00
96	31/07/2024		Wenvoe Community		WCC Broadband	Onecom	S	58.81	11.76	70.57
Total								5,004.87	296.86	5,301.73

* Corrected transaction

Wenvoe Community Council

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

Date: _____

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

Date: _____

	Bank Reconciliation at 30/09/2024			
	Cash in Hand 01/04/2024			33,934.69
	ADD			
	Receipts 01/04/2024 - 30/09/2024			52,888.32
				86,823.01
	SUBTRACT			
	Payments 01/04/2024 - 30/09/2024			46,218.64
A	Cash in Hand 30/09/2024 (per Cash Book)			40,604.37
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2024	0.00	
	Wenvoe Community Council	30/09/2024	40,603.37	
	Lloyds Deposit Account	30/09/2024	1.00	
				40,604.37
	Less unrepresented payments			
				40,604.37
	Plus unrepresented receipts			
B	Adjusted Bank Balance			40,604.37
	A = B Checks out OK			

Wenvoe Community Council

1 October 2024 (2024-2025)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
62	outbuildings	06/09/2024		Wenvoe Community	CR 500060	Outbuildings	Damian Martin	X	80.00		80.00
63	WCC Hall Hire	10/09/2024		Wenvoe Community	BACS	Wenvoe Community Centre Ha	FFWPU Wales	X	-100.00		-100.00
65	Allotments - Income	10/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Cath Godfrey	X	30.00		30.00
66	Allotments - Income	10/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Michael Tucker	X	40.00		40.00
67	Allotments - Income	10/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Colin & Pauline Harris	X	30.00		30.00
68	Allotments - Income	10/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Ann Swift	X	30.00		30.00
69	Recycling Products via VOG	11/09/2024		Wenvoe Community	CARD	Recycling Products	Vale of Glamorgan Council	X	71.60		71.60
73	Allotments - Income	13/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Lianne Coleman	X	40.00		40.00
74	Allotments - Income	13/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Nicola Heath	X	30.00		30.00
85	Allotments - Income	13/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Stephen Harris	X	30.00		30.00
76	WCC Hall Hire	16/09/2024		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Rhiannon Davies-Tuck	X	15.00		15.00
76	WCC Hall Hire	16/09/2024		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Rhiannon Davies-Tuck	X	100.00		100.00
77	Allotments - Income	16/09/2024		Wenvoe Community	MOBILE CHEQUE	Allotments - Twyn yr Odyn	Bernard McCarthy	X	40.00		40.00
75	Allotments - Income	16/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Tracey Elsam	X	30.00		30.00
78	Allotments - Income	18/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Robert Forster	X	30.00		30.00
79	Allotments - Income	18/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Rhiannon Tanner	X	40.00		40.00
80	Allotments - Income	18/09/2024		Wenvoe Community	MOBILE CHEQUE	Allotments - Twyn yr Odyn	Colin Thomas	X	40.00		40.00
82	Allotments - Income	20/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Kelly Stevenson	X	40.00		40.00
83	Allotments - Income	20/09/2024		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Samantha Campbell	X	40.00		40.00
72	WCC Hall Hire	23/09/2024		Wenvoe Community		Wenvoe Community Centre Ha	Sally Yamamoto	X	45.00		45.00
72	WCC Hall Hire	23/09/2024		Wenvoe Community		Wenvoe Community Centre Ha	Sally Yamamoto	X	100.00		100.00
81	WCC Hall Hire	23/09/2024		Wenvoe Community		Wenvoe Community Centre Ha	Canon Hill Art Space	X	300.00		300.00
84	Cemetery - Income	23/09/2024		Wenvoe Community	BACS	Cemetery	Jane Powell	X	185.00		185.00
71	Cemetery - Income	23/09/2024		Wenvoe Community		Cemetery	Paul Jervis	X	100.00		100.00
86	Allotments - Income	23/09/2024		Wenvoe Community		Allotments - Twyn yr Odyn	Stephen Harris	X			
87	Allotments - Income	23/09/2024		Wenvoe Community		Allotments - Twyn yr Odyn	Stephen Harris	X			
64	Allotments - Income	23/09/2024		Wenvoe Community		Allotments - Twyn yr Odyn	Jodie S Maqueline	X	40.00		40.00
70	outbuildings	23/09/2024		Wenvoe Community		Outbuildings	Glamorgan Guild of Weave	X	375.00		375.00
70	outbuildings	23/09/2024		Wenvoe Community		Outbuildings	Glamorgan Guild of Weave	X	100.00		100.00
88	Cemetery - Income	24/09/2024		Wenvoe Community	BACS	Cemetery	The Vale Funeral Service	X	2,290.00		2,290.00
89	WCC Hall Hire	26/09/2024		Wenvoe Community		Wenvoe Community Centre Ha	Robyn Hockey	X	140.00		140.00
90	WCC Hall Hire	26/09/2024		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Miscellaneous receipts	X	0.01		0.01
91	Allotments - Income	26/09/2024		Wenvoe Community		Allotments - Twyn yr Odyn	Ava Kelly	X	30.00		30.00
93	WCC Hall Hire	27/09/2024		Wenvoe Community		Wenvoe Community Centre Ha	Toddler Group	X	30.00		30.00

Wenvoe Community Council

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Vouche Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
92	27/09/2024		Wenvoe Community		Outbuildings	Damian Martin	X	40.00		40.00
95	30/09/2024		Wenvoe Community		Cemetery	Alan Brown	X	100.00		100.00
96	30/09/2024		Wenvoe Community		Allotments - Twyn yr Odyn	Dafydd Fortt	X	30.00		30.00
94	30/09/2024		Wenvoe Community		Allotments - Twyn yr Odyn	Amanda Lynn	X	30.00		30.00
Total								4,591.61		4,591.61

Wenvoe Community Council

1 October 2024 (2024-2025)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
126	Grounds - Cemetery	05/09/2024		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
127	cleaner	06/09/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
125	Recycling Products via VOG	11/09/2024		Wenvoe Community	CR 500061	Recycling Products	Vale of Glamorgan Council	X	55.00		55.00
124	Recycling Products via VOG	12/09/2024		Wenvoe Community	CR 500061	Recycling Products	Vale of Glamorgan Council	X	44.00		44.00
129	cleaner	13/09/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
130	Clerk Salary	13/09/2024		Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,403.40		1,403.40
128	Clerk Pension	13/09/2024		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorga	X	415.23		415.23
131	Electricity & Gas - WCC & Libra	18/09/2024		Wenvoe Community	DD	Light & Heat	British Gas	L	23.23	1.16	24.39
133	Electricity & Gas - WCC & Libra	20/09/2024		Wenvoe Community	DD	Electricity	British Gas	L	117.12	5.85	122.97
132	cleaner	20/09/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
136	Grounds - Open Spaces	24/09/2024	Thursday 19.09.2024	Wenvoe Community	BACS	Open Spaces - Grounds Contra	John Crockford	S	1,228.00	245.60	1,473.60
137	Dog Waste Collection - Open S	24/09/2024	Thursday 19.09.2024	Wenvoe Community	BACS	Dog Bins	Vale of Glamorgan Council	X	1,848.34		1,848.34
135	Repairs & Renewals	24/09/2024	Thursday 19.09.2024	Wenvoe Community	BACS	Repairs & Renewals	Armstrong Masonry Limite	S	4,975.00	995.00	5,970.00
134	Audit	24/09/2024	Thursday 19.09.2024	Wenvoe Community	BACS	Audit Fees	Audit Wales	X	1,500.00		1,500.00
139	Council Tax - WCC & Library	27/09/2024		Wenvoe Community	DD	Council Tax	The Vale of Glamorgan Co	X	261.00		261.00
138	cleaner	27/09/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
141	Telephone & Broadband - WCC	30/09/2024		Wenvoe Community	DD	WCC Broadband	Onecom	S	58.81	11.76	70.57
140	cleaner	30/09/2024		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
Total									12,144.13	1,259.37	13,403.50