



## **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 18 December 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 20 November 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 November 2025
  - b) Payment Schedule
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) Noticeboards – update
  - g) Welsh Water - update
  - h) Health & Safety Committee – annual safety inspections – update & Risk Assessment documents
  - i) Stone wall – allotments
  - j) Library Roof - update
  - k) WCC Car Park Signage
  - l) WCC windows
  - m) Fire Warden
  - n) Large Poppies lampposts and sale of poppies 2026
  - o) Donation request – Community Carol Service 17 December 2025
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: 15 January 2026 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**

Awaiting information

**New Planning Applications**

2025/01110/FUL (WG)	<b>Tarrws Cottage, Old Port Road</b> Conversion of proposed outbuilding to habitable building	No objection
	Applicant: Mr Dennis Kitt	

**Previously Reported Planning Applications**

2025/01057/FUL	<b>72 Heol Collen, Culverhouse Cross</b> Proposed single storey rear extension, two storey side extension, front porch and internal alterations	<b>Approved</b> 01.12.2025
	Applicant: Mr Jamie O'Donnell	

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2025/01042/FUL	<b>Walston Lodge, 28 Walston Road</b> Demolition of garage and construction of ground floor rear and side extension with integrated garage/workshop and loft conversion with rear dormer with Juliet balcony. Widening of driveway	<b>Approved</b> 01.12.2025
	Applicant: A & K Jones	

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2025/01055/FUL (MK)	<b>25 Rectory Close</b> Double storey replacement extension to side of existing dwelling and new external bike store	<b>Approved</b> 10.12.2025
	Applicant: Mr & Mrs Williams	

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2025/01043/FUL (WG)	<b>The New Marsyd, St Lythans</b> Change of use from 2 separate residential holiday lets into one residential dwelling	No objection
	Applicant: Mrs Kathryn Gaughan	

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2025/00555/FUL (ANH)	<b>The Byre Farm</b> Retrospective approval of temporary rural enterprise dwelling with associated infrastructure for three years	No objection
	Applicant: Mr Stephen Lakin	

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



# Wenvoe Community Council

4 December 2025 (2025-2026)

## RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
99	WCC Hall Hire	03/11/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Radio Club	X	66.00		66.00
100	WCC Hall Hire	06/11/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Scottish Country Dance Cla	X	192.00		192.00
101	WCC Hall Hire	07/11/2025		Wenvoe Community	CR 500094	Wenvoe Community Centre Ha	Sophie Bond	X	30.00		30.00
104	WCC Hall Hire	10/11/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Rhiannon Tanner	X	116.00		116.00
102	Outbuildings	10/11/2025		Wenvoe Community	BACS	Outbuildings	Blayne Martin	X	50.00		50.00
103	Outbuildings	10/11/2025		Wenvoe Community	BACS	Outbuildings	Blayne Martin	X	100.00		100.00
105	WCC Hall Hire	11/11/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Rhiannon Tanner	X	-100.00		-100.00
106	WCC Hall Hire	12/11/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Sally Yamamoto	X	110.00		110.00
107	WCC Hall Hire	17/11/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Lily Payne	X	143.00		143.00
109	WCC Hall Hire	20/11/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Nia Seabrooke	X	143.00		143.00
108	Cemetery - Income	20/11/2025		Wenvoe Community	BACS	Cemetery	M-S Group	X	128.00		128.00
110	WCC Hall Hire	26/11/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Vithiyagari Ulaganathan	X	169.00		169.00
<b>Total</b>									<b>1,147.00</b>		<b>1,147.00</b>

# Wenvoe Community Council

11 December 2025 (2025-2026)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
158	Grounds - Cemetery	03/11/2025		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
159	cleaner	07/11/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
164	Donations	13/11/2025	16 October 2025	Wenvoe Community	CARD	Sundry Expenses	Royal British Legion	X	50.00		50.00
160	cleaner	14/11/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
165	Clerk Pension	14/11/2025		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorga	X	433.92		433.92
166	Clerk Salary	14/11/2025		Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,511.42		1,511.42
167	Electricity & Gas	18/11/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	203.20	10.16	213.36
168	Sundry Expenditure	18/11/2025		Wenvoe Community	PAY	Bank Charges	Lloyds Bank	X	6.21		6.21
169	Electricity & Gas	21/11/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	169.07	8.45	177.52
161	cleaner	21/11/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
172	Stationery	25/11/2025	16 October 2025	Wenvoe Community	BACS	Stationery	Banner Business Solutions	S	7.95	1.59	9.54
176	Cleaning Equipment & Products	25/11/2025	16 October 2025	Wenvoe Community	BACS	Cleaning Materials	Clerk Reimbursement Barr	X	11.54		11.54
170	Repairs & Renewals	25/11/2025	16 October 2025	Wenvoe Community	BACS	Repairs & Renewals	George Building and Maint	X	550.00		550.00
171	Repairs & Renewals	25/11/2025	16 October 2025	Wenvoe Community	BACS	Repairs & Renewals	George Building and Maint	X	400.00		400.00
173	Sundry Expenditure	25/11/2025	16 October 2025	Wenvoe Community	CARD	Sundry Expenses	Clerk Reimbursement Barr	X	20.00		20.00
174	Council Tax	27/11/2025		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	295.00		295.00
175	Telephone & Broadband	28/11/2025		Wenvoe Community	DD	WCC Broadband	Onecom	S	72.53	14.51	87.04
162	cleaner	28/11/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
163	cleaner	28/11/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
<b>Total</b>									<b>3,945.84</b>	<b>34.71</b>	<b>3,980.55</b>

## Payment Schedule

1. JCP Solicitors -	First Registration	£1076.40
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