

Y Ganolfan Gymdeithasol  
Yr Hen Bwrtawi  
Gwenfô  
Bro Morgannwg  
CF5 6AL



Community Centre  
Old Port Road  
Wenvoe  
Vale of Glamorgan  
CF5 6AL

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### Draft Minutes of Council Meeting held on 18 June 2026

**Present:** Cllr J Williams (Chair), Cllr S Milliner (Vice Chair), Cllr M Harvey, Cllr C Thomas, Cllr R Sexton, Cllr P Freeman, Cllr P Gaughan, Cllr J Crockford, Clerk to the Council – D Barrett-Plows

1. Apologies: Cllr N Gater – prior family commitment, Cllr R Jervis – work commitment
2. **Declarations of Interest under the Council’s Code of Conduct:**  
Cllr J Williams – Wenvoe Community Library Limited, The Hub & Cllr M Harvey – Wenvoe Community Library Limited. Cllr J Crockford – open grounds
3. Cllr J Williams welcomed Mr Chris Brinn to join Wenvoe Community Council, the Declaration of Acceptance of Office was signed and witnessed by Cllr S Milliner.
4. The minutes of Council meeting held 21 May 2026 were approved and signed
5. **Police matters:** The Crime Report for the period 14 May 2026 to 11 June 2026 was not received prior to Council meeting
6. **Planning:**

#### New Planning Applications

2026/00380/FUL (GW)	1,3, 5 & 7 Rectory Close Refurbishment and energy efficiency works to four properties Applicant: Adrian Thomas	No objection
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#### Previously Reported Planning Applications

2026/00294/FUL (CR)	<b>St Brendan, Old Port Road</b> To build new garage for storage purposes, the new garage will be ‘like for like’ with the existing outbuildings in respect of its appearance Applicant: Miss Jemma Doolan	No objection
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2026/00036/FUK (GW)	<b>Goldsland Farm</b> Create a new wildlife pond, measuring 25m x 12m and two swales/ditches to capture water as it runs down the sloped bank to channel into the new field pond and away from the outlining farm properties Applicant: Abigail Reader	No objection
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

**7. Finance and payment of accounts:**

- a) 1-31 May 2026 Bank Reconciliation was approved
- b) Payment Schedule  
Following discussions Council agreed the following virements:
  - i. £1500.00 to be transferred to Subscriptions from IT Website
  - ii. £600.00 to be transferred to Buildings Repairs and Renewals from Professional Services
  - iii. £250.00 to be transferred to H&S/Electrical Inspections from Annual Servicing of Equipment

The following payments were approved:

One Voice Wales	Councillor Training	£44.00
JSH Plumbing & Heating Ltd	Toilets refurbishment	£14544.00
(increase of £504.00 due to additional works and increase of the cost of 2 x radiators and water heater)		
John Crockford	Open Grounds Contract	£1833.60
Additional payment also approved:		
John Crockford	Open Grounds Contract	£1351.20

## **8. Other projects and responsibilities:**

- a. WRAC – during the recent meeting the main topic of discussion was the proposed new Cemetery and also the confusion of the location. Cllr P Freeman also informed Council that the signs in the Wildlife field were being removed.
  - b. Fly-tipping Enforcement – there had been a couple of fly-tipping incidents.
  - c. Section 6 – Environmental (Wales) Act 2016 – the plan is in place and to be published on the website. Cllr P Freeman to create background within the website.
  - d. Cemetery – Cllr P Freeman informed Council that the business plan had been reviewed and that it was considered a very strong application. Further information was required for the next stage, i.e., supporting statements from members of the public.
  - e. Welsh Water – Cllr J Crockford informed Council that the laying of new water pipes was expected to be completed by the end of June 2026.
  - f. Health & Safety Committee – Cllr S Milliner and Cllr R Jervis to organise a mutually convenient time to meet to discuss and carry out the Health & Safety checks on behalf of the Council.
  - g. WCC Carpark – Clerk informed Council of the visit from PSCOs' when they recommended Council install signage to display the 'parking time limits'. Council also agreed to include the wording 'Wenvoe Community Council will not accept any responsibility for any damage, accidents or losses'. Signage to be approved 16 July 2026 Council meeting. Cllr M Harvey raised the topic of the hedges, Cllr S Milliner informed Council that the whole of the hedge was covered by Tree Preservation Order. This matter to be placed on 16 July 2026 Agenda, Cllr S Milliner to invite Andrew Ball to the meeting.
  - h. Community Open Day – Saturday 3 October 2026. Cllr J Williams informed Council that the first meeting had been held and was well attended, Cllr P Freeman informed Council about a marquee being available to link the Community Centre and Library. Next meeting Friday 3 July 2026.
  - i. Training Plan – Cllr J Williams proposed Appendix A to be placed on website, Cllr P Freeman seconded, unanimously agreed by Council.
  - j. Refurbishment of male and female toilets in WCC – Cllr J Williams informed Council of the works having been completed and that JSH Plumbing & Heating Limited had provided an exceptional and professional service and that she would recommend the Company and that two Wenvoe residents had already made enquiries for their services.
  - k. Library licence to occupy – Cllr J Williams informed Council that the document had been signed, pdf copy will be forwarded to the Clerk.
  - l. Update Expenses & Claim Form Policy – this policy to be amended to show the increase in mileage allowance to 0.55 per mile.
  - m. Next Policies meeting – Friday 24 July 2026.
9. Ward Councillor Report – none.
10. Any matters the Chairman decides are urgent - none.
11. To receive reports from Chairman, Clerk and Members:  
Cllr M Harvey showed Council the logo for Wenvoe Community Council and that it had two trees side by side in the front garden of the Community Centre, this item will be placed on the 16 July 2026 Agenda for discussion.
12. To receive correspondence not specifically referenced on the Agenda (decisions cannot be taken in relation to matters raised under this agenda item) - none.

**The meeting closed at 8.45pm**

**The next Council meeting will be held on Thursday 16 July 2026 at 7.30pm in the Hub/Library**