

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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Minutes of Council Meeting held on 17 September 2026

Present: Cllr J Williams (Chair), Cllr S Milliner (Vice Chair) – joined the meeting online, Cllr M Harvey, Cllr C Thomas, Cllr R Sexton, Cllr P Freeman, Cllr P Gaughan, Cllr J Crockford, Cllr N Gater, Cllr R Jervis, Cllr C Brinn, Clerk to the Council – D Barrett-Plows

1. Apologies: none

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. The minutes of Council meeting held 16 July 2026 were approved and signed

4. Public participation: none

5. Police matters:

There were 64 occurrences through address search Wenvoe (excluding St Nicholas & Bonvilston) between 09.07.2026 – 10.09.2026. This also includes Vale of Glamorgan side of Culverhouse Cross including Copthorne Hotel.

<u>Incidents of note</u>		
Theft of Quad Bike	Building Site Port Road	No lines of enquiry
Male trying doors	Gwern Close & surrounding areas	CCTV uploaded, no possible ID of subject. Residents encourages to ring South Wales Police when incidents occur
Theft of Suitcase	Picca Close	Same Male & night as above report of male trying doors
Disturbances in the location linked to a property	Picca Close	Police attended, no complaint from reporting person
Dog Bite. RP has petted a dog that was not friendly	Wenvoe Arms	No police involvement

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

6. Planning:

New Planning Applications

No new planning applications.

Previously Reported Planning Applications

2026/00380/FUL (GW)	1,3, 5 & 7 Rectory Close Refurbishment and energy efficiency works to four properties Applicant: Adrian Thomas	Approved 08.09.2026
2026/00294/FUL (CR)	St Brendan, Old Port Road 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	Approved 17.07.2026
2026/00445/FUL (GW)	Countisbury, St Lythans Road Retrospective application for outbuilding that has been built on raised ground levels which has created a raised platform. Applicant: James Punter	One Objection
2026/00036/FUK (GW)	Goldsland Farm 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)	Tarrws Cottage, Old Port Road Conversion of proposed outbuilding to habitable building Applicant: Mr Dennis Kitt	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

Applicant: Mr Paul Frost

7. Finance and payment of accounts:

a) 1-31 July 2026 & 1-31 August 2026 were approved

b) Virements & payments authorised by Cllr J Williams (during Summer Break):

20.07.2026 Virements - Authorised by Cllr J Williams

Transfer £63.00 from Code 14 Building Decoration to Code 24 Audit to pay Audit Wales audit fees.

11.08.2026

Invoice received from Welsh Water:

Allotments 03.02.2026 – 30.07.2026 £1150.07

Budget £400.00

Transfer £76.00 from Code 23 Insurance to Code 7 Water – Allotments

Leaving £0.26 in Code 23 Insurance

Transfer £674.00 from Code 29 Professional Services to Code 7 Water – Allotments

Leaving £1326.00 Code 29 Professional Services

Transfer £75.00 from Code 14 Building Decoration to Code 48 Repairs & Renewals

(to pay: Cid Electrics – Supply & Fit Digital Timer – Outside Lights – Library/Hub)

Leaving £461.00 in Code 14 Building Decoration

The following payments were approved:

CID Electrics New Double Socket Main Hall £42.29

KJH Plumbing Water/Heating Unit - Library £360.00

Additional payment approved was: Audit Wales
(2024-2025 Full Audit Fees)

£912.20

Payment Schedule

SLCC Annual Membership Renewal £253.00
01.10.2026 – 30.09.2027

One Voice Wales £ 44.00

Cllr J Williams – Training

Digital Foundations – Module 29

8. Other projects and responsibilities:

- a. WRAC – the next meeting to be held in October
- b. Fly-tipping Enforcement – the fly-tipping within Wenvoe remains quiet.
- c. Section 6 – Environmental (Wales) Act 2016 – no update
- d. Cemetery – Cllr P Freeman informed Council that the Stage 2 application had been confirmed as passed. Cllr J Williams congratulated Cllr P Freeman, Councillors cheered for all his hard work. Cllr P Freeman informed Council that further meetings are still to be held, and that he will prepare a draft ‘idea plan’ for the Community Open Day to be held on Saturday 3 October 2026.
- e. Welsh Water – Cllr J Williams requested that the Clerk be kept informed of all reporting and/or meetings that take place and that Cllr J Crockford will represent Council as previously agreed.
- f. Health & Safety Committee – Cllr J Williams thanked Cllr R Jervis & Cllr P Gaughan for visiting the playing fields, Twyn yr Odyn following receipt of the Annual Inspection Report. Cllr R Jervis informed Council that the bench was unstable as the concrete plinth was missing and recommend that Council remove the unsafe bench. Cllr J Williams proposed the removal, Cllr S Milliner seconded, unanimously agreed. Cllr J Crockford to inspect the entrance gate ahead of next Council meeting.
- g. WCC Carpark signage – Cllr P Freeman informed Council that the signs would be ready for collection Friday 18 September 2026 – the Clerk to arrange fitting.
- h. WCC Carpark hedges – Cllr S Milliner updated Council in relation to Counsel’s fees for direct access Barrister advice. Following lengthy discussion Unity Chambers were selected to provide legal advice, proposed by Cllr J Williams, seconded by Cllr N Gater, agreed unanimously by Council to proceed.
- i. Community Open Day – Saturday 3 October 2026 – Cllr J Williams updated Council of the 12 tables booked & that there were be a celebration cake for the 10 year anniversary of Wenvoe Library, Cllr N Gater was in the process of collecting donations of raffle prizes. Cllr P Freeman informed Council of some of the groups that would be attending, i.e., Local Nature Project, Restore the Thaw etc and that the small meeting room to be used for information in relation to the proposed new Cemetery. Council considered Martyn’s Law.
- j. Precept expenditure – Wenvoe resident email – August 2026 – invite resident to Community Open Day to speak with Wenvoe Councillors in person. Clerk to forward to Ward Councillor Russell Godfrey for his information.
- k. Office mobile – Cllr J Williams informed Council that she had approved the purchase of an office mobile telephone for the Clerk as a result of the landline handset being faulty with calls being diverted to her personal mobile phone.
- l. Red Telephone Box – A resident has contacted the Clerk to enquire as to whether Council would carry out remedial works to the red telephone box in the Village Green. Clerk advised Council that contact had been made with BT who confirmed that they will refurbish the listed telephone box.
- m. Outdoor Storage Unit – WCC Library/Hub – Cllr J Williams informed Council of the reasons as to why the Library would like to purchase a storage unit. Cllr J Williams to provide the size of the proposed storage unit together with the placement position ahead of next Council meeting.
- n. Large Poppies and registration to sell paper poppies in WCC – Clerk to register to sell paper Poppies from the Community Centre. Large poppies - members of the public to be offered to sponsor a poppy at a cost of £10.00 each with proceeds to be donated to Royal British Legion.
- o. WCC Flat Roof Quotation – Cllr J Williams informed Council with the Quotation obtained – Clerk to obtain 2 further quotations – to be discussed in Finance meeting to be held on Tuesday 13 October 2026.

- p. Gratuity Payment – Wenvoe Environmental Group request purchase of lavender plants to be placed in the front garden of Wenvoe Community Centre. Council still held monies in relation to the gratuity payment offered to the former Internal Auditor which was declined and for Council to use the money for some of the activities it funds. Cllr R Sexton proposed to agree to the request, Cllr R Jervis seconded, unanimously agreed.
- 9. Ward Councillor Report – none.
- 10. Any matters the Chairman decides are urgent - none
- 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) - none.

The meeting closed at 9.20pm

The next Council meeting will be held on Thursday 19 November 2026 at 7.30pm in the Hub/Library