

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 15 June 2023

Present: Cllr J Williams (Chair), Cllr S Milliner (Vice Chair), Cllr R Sexton, Cllr C Thomas, Cllr P Freeman, Cllr R Jervis, Cllr P Gaughan, D Barrett-Plows Clerk

1. **Apologies:** Cllr M Harvey, Cllr J Davies, Ward Councillor R Godfrey
2. **Declarations of Interest under the Council's Code of Conduct:**
 - a. Cllr J Williams (Chair) Wenvoe Community Library
 - b. Cllr P Gaughan in relation to Bollards to Hub/Library and disabled parking spaces
3. The minutes of the Council meeting held on 18 May 2023 were approved.

Meeting adjourned 7.35pm for Part II

Meeting reconvened 8.00pm

4. **Police matters:** There had been 29 occurrences through address search Wenvoe between 12 May 2023 – 3 June 2023, occurrences of note included:

What	Where	Date
Fraud	Wenvoe	12/05/23
Threats	Alps Road	12/05/23
Theft	Culverhouse Cross	12/05/23
Concern for safety	Wenvoe	12/05/23
Aggressive customers	Culverhouse Cross	13/05/23
Theft	Culverhouse Cross	13/05/23
Theft	Culverhouse Cross	13/05/23
Theft	Old Port Road	13/05/23
Harassment	Alps Road	15/05/23
Concern for safety	Wenvoe	17/05/23
Theft	Culverhouse Cross	18/05/23
ASB	Wenvoe Close	18/05/23
ASB	Wenvoe Close	18/05/23
Theft	Culverhouse Cross	21/05/23

Concern for safety	Wenvoe	22/05/23
Concern for safety	Wenvoe	23/05/23
Arson	Old Port Road	22/05/23
Theft	Culverhouse Cross	22/05/23
Theft	Culverhouse Cross	26/05/23
Public Order	Culverhouse Cross	26/05/23
ASB	Wenvoe	28/05/23
RTC	Old Port Road	29/05/23
Public Order	Culverhouse Cross	29/05/23
Theft	Culverhouse Cross	30/05/23
Dangerous Driving	Old Port Road	31/05/23
Theft	Culverhouse Cross	31/05/23
Theft	Culverhouse Cross	01/06/23
ASB	Wenvoe	01/06/23
Theft	Culverhouse Cross	03/06/23

PCSO to contact and invite to next Council meeting Thursday 20 July 2023. Clerk to action.

5. Planning:

New Planning Applications:

2023/00470/FUL (GG) **Brackendene, Burdonshill Lane**
Proposed alteration and improvements No objection
Applicant: Mr Shaun Cuddihy

2023/00520/FUL (GG) **7 Orchard Close, Wenvoe**
Proposed roof conversion to form additional bedrooms
including hip to gable roof adaption and raising eaves No objection
and ridge heights by approximately 800mm
Applicant: Mr Rob Flynn

2023/00537/FUL (WG) **The Laurels, 6 Walston Road**
Extension to rear of the house. Partly two storey,
partly additional storey on top of the existing single
storey kitchen and utility. An existing single storey
side extension is to be removed. No objection
Applicant: Mr Arnaud Porquet

Boulders, Culverhouse Cross
Premises licence application

No objection to
On Sales only of alcohol

Whitehall Farm area
Proposal to make changes to
Public Rights of Way network

Vale of Glamorgan Order

Previous Planning Applications:

2023/00279/FUL

19 Heol Draenen Wen, Wenvoe
Rear extension to house kitchen
Applicant: Mrs Steven Freeman

Approved 22.05.2023

2023/00201/FUL

Teleview Kennels, St Lythans
Conversion of existing single storey admin
and accommodation building into a two
storey dwelling and demolition of existing
kennel blocks.
Applicant: Mr & Mrs Reuben Evans

Awaiting decision

2023/00092/FUL

The Walled Garden, Wenvoe
Variation of Condition 1 (5 yr time limit) of
Planning Approval 2017/00950/FUL:
single storey bedroom and en-suite extension to
existing dwelling
Applicant: Mr William Groom

Awaiting decision

2022/00942/OBS

Land south of St Lythans Road (Parc Worlton)
Proposed Solar Park and Ancillary Development –
Parc Worlton Solar Farm
Applicant: Lightrock Power Limited

Awaiting decision

2022/00884/OUT

Wenvoe Service Station, Port Road, Wenvoe
Outline planning application for 2 no – 4 bedroom
Bungalows on the existing Wenvoe Service Station
and West Cross Sites.
Applicant: Mr Jamie Sullivan

Approve subject to legal
Agreement outstanding

2021/00075/FUL

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

Awaiting decision

2023/00374/FUL (HW)	Dyffryn Springs, St Lythans Road, Dyffryn Retention of replacement marquee for wedding and entertainment functions Applicant: Mr Jonathan Bird	No Objection
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2023/00416/FUL (HW)	Land of Chapel Terrace, Twyn yr Odyn To vary condition no of 1 of planning permission 2021/00017/FUL (Construction of new barn to be used for stabling and animal shelter with areas for feed/hay storage and maintenance of plant and machinery in connection with the land) to amend the design from that approved to that constructed and proposed within the revised drawings Applicant: Mr Johann Van Rooyen	Objection Awaiting decision
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2023/00433/FUL (SDB)	Burger King (UK) Ltd, Culverhouse Cross Retail Park	No objection
2023/00434/ADV	Recladding exterior of building and replacement signage Applicant: Unionburger Ltd	

6. Finance and payment of accounts:

- a. 1-31 May Cashbook shared and approved.
- b. Payment Schedule – all payments approved & OVW Invoice re training.
- c. VAT reclaim – it was unanimously agreed to make 6 monthly claims to HMRC.

Cllr S Milliner left the meeting at 8.20pm

7. Other projects and responsibilities:

- a. Patio – Cllr P Gaughan & Cllr R Jervis were praised for the fantastic job in relation to the replacement patio. The next programme of works is to install/implement bollards in front of the Hub/Library building and two disabled bays within the Wenvoe Community Centre carpark, previously approved by Council. Cllr R Jervis proposed any garden furniture purchased by Wenvoe Library Limited be stored in one of the outbuildings. Seconded by Cllr P Freeman.
- b. Blinds – Small Meeting Room – make enquiries for provision of privacy film and/or blinds to all windows. Cllr J Williams (Chair) to action – ongoing.
- c. Football Posts - Twyn-yr-Odyn – installed by Vale of Glamorgan, works completed.
- d. WRAC update – Chair thanked Cllr P Freeman for providing minutes of meeting held Thursday 1 June 2023. Cllr P Freeman informed Council that expanding of The Great Glamorgan Way Bridleway was an Order of Vale of Glamorgan. Currently all solar farm applications are delayed and could take up to 5 years.

- e. Boundary Review – to note the view of WCC to the Commissions. Await Phase 2 reminder – no update.
- f. 5-year development plan – ongoing.
 - i. Redecoration/Repair to full interior of Wenvoe Community Centre to include wooden floor in main hall. One Quotation received to date.
 - ii. Firesafe cabinet to store historical documents, minutes of meetings and burial registers.
 - iii. Burglar, Carbon Monoxide, Fire & Smoke Alarms
 - iv. Wenvoe Community Council to liaise with all areas within Wenvoe to enquire as to whether there are any requirements/additions, i.e., Mapping engagement report ‘what do you need?’
 - v. Fascia boards replacement to Wenvoe Community Centre.

Dates of future sub-committee meetings – to be held 4th Thursday of the month – dates to be agreed:

Health & Safety	-	Quarterly
Planning	-	When necessary
Finance	-	Quarterly
WCC & WCL	-	6 monthly

g. Risk Assessment requirements:

Emergency lighting to Wenvoe Community Centre. Cllr R Jervis confirmed that all the lighting had been checked and are in working order.

Fire Assembly Point to be relocated further away from the building. Cllr R Jervis, Cllr P Gaughan to action.

- h. Direction sign to Hub/Library – Chair to send design to sign maker, size of sign to be 600mm x 600mm.
- i. Training Plan – Recommendation that all new Councillors attend training course ‘New Councillor Induction’ an online training course offered by One Voice Wales.
- j. Scout sign - Council decided the sign proposed by Scout Group representative unsuitable to be placed within the front garden of Wenvoe Community Centre. Clerk to inform Scouts representative.
- k. Refurbishment Storage Outbuildings – ongoing.
- l. Wenvoe Wheelers hall hire – Council agreed payment to be made in relation to hall hire.

8. Any matters the Chairman decide are urgent:

- a. Following Vale of Glamorgan Alps Depot stopping the provision of recycling products, the outbuildings need to be renovated to prevent damp and provide clean storage before Wenvoe Community Centre and the Hub/Library to be able to offer this service to members of the public.
- b. Tree located within grounds to the rear of the Hub/Library. Following inspection by members of the Council it was agreed that the tree to be discussed appeared healthy, the tree to be ‘pruned’ where it is overhanging neighbouring properties. Clerk to action.
- c. Recently burnt conifer hedge intruding onto Wenvoe Community Council car park from neighbouring property. After lengthy discussion it was agreed that the owner of the hedge be contacted by letter to advise that Council believe it was their responsibility to carry out any remedial works to remove all overgrown branches intruding onto Council premises. Clerk to action.

9. Health & Safety matters:

Fire door and main hall door glass, fire exit in kitchen to be taken to Health & Safety Committee.

10. To receive reports from Chairman, Clerk & Members:

- a. Chair provided Councillors with an update in relation to the introduction of the 20mph speed limit being introduced following her attendance at a recent online meeting.
- b. Request from Ward Councillor in relation to noticeboards being installed in St Lythan's and Dyffryn. Clerk to make enquiries as to purchase price and installation costs.
- c. Fire Safe Cabinet for the safe storage of Registers, Minutes, Accounting paperwork, etc., Clerk to make enquiries as to purchase price.
- d. Cllr R Sexton advised Council that new signs had been put up in Wenvoe. Cllr R Sexton to submit photographs to Clerk to be reported to the Vale of Glamorgan, with a copy to Cllr P Freeman for WRAC.

Meeting closed 9.25pm

Next meeting Thursday 20 July 2023