

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



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

Office Tel:029 2059 1139 E-Mail: wenvoecc@googlegmail.com

Minutes of Council Meeting held on 16 July 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 R Jervis Clerk to the Council – D Barrett-Plows

Visitor: Mr Andrew Ball, Ball & Co Chartered Building Surveyors

1. Apologies: Cllr N Gater – work commitment, Cllr J Crockford – family commitment & Cllr C Brinn - family 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 Williams handed over to Cllr S Milliner who subsequently handed over to Mr Andrew Ball in relation to the boundary hedges in WCC Carpark and the survey carried out on behalf of Wenvoe Community Council in March 2025. Mr Ball informed Council that the concrete posts define the boundary to the carpark. Following lengthy discussion Mr Andrew Ball recommended that Council seek Counsel's opinion on a direct access basis. Cllr J Williams proposed and Cllr M Harvey seconded that Cllr S Milliner obtain quotes in advance of the next meeting to be held in September 2026 – Council unanimously agreed.

3. The minutes of Council meeting held 18 June 2026 were approved and signed
4. **Police matters:** Wenvoe Crime Report for the period 14.05.2026 – 08.07.2026
There were 64 occurrences through address search Wenvoe (excluding St Nicholas & Bonvilston). This also includes Vale of Glamorgan side of Culverhouse Cross including Copthorne Hotel.

Incidents of note

Stolen vehicle – Range Rover	Garn Farm	No CCTV or witnesses
Attempted car interference	Picca Close	Male with balaclava trying to enter vehicles. No suspect and no CSI opportunities
Attempted car interference	Harlech Road	Male with balaclava trying to enter vehicles. No suspect and no CSI opportunities

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

5. Planning:

New Planning Applications

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
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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	No objection
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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	No objection
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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 outlying farm properties Applicant: Abigail Reader	No objection
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2025/01110/FUL (WG)	Tarrws Cottage, Old Port Road Conversion of proposed outbuilding to habitable building	No objection
	Applicant: Mr Dennis Kitt	
2025/00555/FUL (ANH)	The Byre Farm Retrospective approval of temporary rural enterprise dwelling with associated infrastructure for three years	No objection
	Applicant: Mr Stephen Lakin	
2024/00543/FUL (HM)	Wayside Cottage, Dyffryn Proposed new access gate to lane	No Objection
	Applicant: Mr Paul Frost	

7. Finance and payment of accounts:

- a) 1-30 June 2026 was approved
- b) Payment schedule
Following discussions Council agreed the following virements:
Budget remaining as at 30.06.2026 for Repairs & Renewals is £3.01
 - i. Virement from Building Decoration to Repairs & Renewals of £400.00.
 - ii. H&S Electrical Inspections Virement from Building Decoration of £500.00 leaving £600.00 in the budget for building decoration. Electrical Inspection Library & PAT WCC testing booked for August 2026.

The following payments were approved:

1.	CID Electrics	New Double Socket Main Hall	£42.29
2.	KJH Plumbing	Water/Heating Unit - Library	£360.00

Additional payment approved was: Audit Wales
(2024-2025 Full Audit Fees) £912.20

- c) Loan – refurbishment of WCC

Cllr J Williams informed Council that she had made enquiries with One Voice Wales in relation to the possibility of Council applying for a loan for the renovation works to the Community Centre as there are currently no grants available. One Voice Wales advised that an application for a loan to replace the flat roof is possible and also recommended Council enquire with CADW & Vale of Glamorgan Council in relation to the main hall floor and decoration works. Cllr M Harvey proposed, seconded by Cllr S Milliner that Cllr J Williams explore details re the flat roof, Cllr P Gaughan to enquire about the repairs necessary to the main hall wooden floor to be reported at next Council meeting to be held in September 2026.

8. Other projects and responsibilities:

- a. WRAC – the minutes of the last two meetings had been circulated to Councillors for their information.
- b. Fly-tipping Enforcement – no update
- c. Section 6 – Environmental (Wales) Act 2016 – no update
- d. Cemetery – Cllr P Freeman informed Council that the requested documents had been submitted to the Vale of Glamorgan and that he was awaiting a response.
- e. Welsh Water – no update
- f. Health & Safety Committee – annual safety inspections - 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. Clerk informed Council that new replacement contents for first aid kit, burns kit and eye kit had been purchased as the contents had expired.
- g. WCC Carpark signage – Council approved the signage provided by Cllr P Freeman with the additional wording relating to Council not being responsible for damages etc. Clerk to provide wording. Cllr J Williams proposed the order for the signs, seconded by Cllr R Jervis, Council unanimously agreed.
- h. WCC Carpark hedges – previously discussed at beginning of meeting.
- i. Community Open Day – Saturday 3 October 2026. Cllr J Williams informed Council that a second meeting had taken place and read a draft email to be sent to groups listed in Wenvoe What's On. A marquee to be provided – sponsored by The Marquee & Furniture Company and a generic banner so that it can be used for future events advertising the event was sponsored by Watts & Morgan Estate Agents. Council unanimously agreed for the emails to be forward to the relevant contacts.
- j. WCC logo re trees to front of Community Centre – Cllr M Harvey proposed that Council plant replacement tree in the ground next to the current tree to the front of the Community Centre. Cllr J Williams proposed that this was too far sighted and the decision to be postponed for a couple of years, seconded by Cllr P Freeman, Council 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:

Cllr R Jervis expressed that the Cemetery grounds i.e., grass needed cutting. Clerk to check frequency of grass cutting in the Open Grounds Contract. Clerk informed Council of faulty office telephone and that a new phone was to be delivered from the telephone provider and that the Clerk will be on annual leave from Tuesday 21 July 2026 returning on Tuesday 4 August 2026.

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 8.50pm

The next Council meeting will be held on Thursday 17 September at 7.30pm in the Hub/Library

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Minutes of Finance Committee Meeting Held on 7 July 2026 at 2.00pm

Present: Cllr J Williams (Chair) Cllr M Harvey , D Barrett-Plows Clerk to the Council

1. Apologies: Cllr R Sexton – prior commitment, Cllr C Thomas – prior commitment, Cllr N Gater – work commitment.
2. The minutes of the Finance Meeting of Tuesday 7 April 2026 - Cllr M Harvey proposed the minutes be approved, seconded by Cllr J Williams, the minutes were signed by the Chair.
3. To review expenditure for the period 01.04.2026 to 30.06.2026. Following a detailed discussion it was agreed that the income and expenditure budget figures were in line with the forecasted figures as at 30.06.2026.
4. To review budget to 31.03.2027 – it was agreed that no review was necessary as at 30.06.2026
5. To confirm bank Standing Orders, Direct Debits and Bank Signatories: There were no changes to Standing Orders or Direct Debits. There were no changes to Bank Signatories.

Direct Debits as at 30.06.2026

<u>Payee</u>	<u>Details</u>	<u>Payment Term</u>	<u>Amount</u>
HMRC	PAYE	Quarterly Payments	Variable
British Gas	Light & Heat	Monthly x 2 Electricity & Gas	Variable
Vale of Glamorgan	Council Tax	Monthly	1 x £308.20 9 x £306.00
Onecom	Broadband & Phone	Monthly	Variable
Welsh Water	WCC	August & February	Variable
Welsh Water	Allotments	-“-	Variable

Standing Orders as at 30.06.2026

Cleaner	WCC	4 x Weekly	£180.00
M Tucker	Cemetery Bins	Monthly	£20.00

Bank Signatories/Online Banking

Janet Williams	Chair
Collin Thomas	Cllr
Nicola Gater	Cllr

Debbie Barrett-Plows Clerk to the Council - online banking access only

6. To review Bank Reconciliations for the period 01.04.2025 – 30.06.2026. Clerk confirmed that Cllr C Thomas has checked the bank reconciliation reports, signed/approved receipts and payments for each month. Cllr C Thomas also signs the Schedule of Regular Payments each month.
7. Vat Reclaim - The VAT for the period 01.04.2026 – 30.06.2026 had been reclaimed in the sum of £3518.09.
8. Audit – External – No correspondence has been received from Audit Wales. Clerk confirmed that the Notice of Appointment of the Date for the Exercise of Elector's Rights had been placed on WCC Noticeboard and Website dated 01.07.2026 – 29.07.2026.

Cllr J Williams raised the question as to whether WCC could apply for a loan to complete the refurbishment of the Community Centre to include the main hall floor, the kitchen floor, the flat roof and redecoration throughout excluding the Clerk Office and Toilets and that there are currently no grants available to apply for. Cllr M Harvey provided the contact details for the process undertaken by Council when purchasing the building. It was agreed that initially Cllr J Williams contact Mr Paul Egan, One Voice Wales for his advice in this matter.

Meeting ended 2.45pm

Next Meeting - Tuesday 13 October 2026