



NOTICE OF MEETING

Notice is hereby given that a meeting of the above Council will be held at Wenvoe Community Centre on Thursday 16 November 2023 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 19 October 2023
4. Carol Price, Nicola Biddiscombe, Mark Lawrence – Vale of Glamorgan – Rapid Housing Transition Plan
5. Police Matters: <https://www.police.uk/your-area/south-wales-police/wenvoe/?tab=CrimeMap>
6. To consider new and updated Planning Applications (see below)
7. Finance and payment of accounts 2023
 - a) 1-31 October 2023
 - b) Payments Schedule
 - c) Bank account signatory - update
8. Other projects and responsibilities
 - a) WRAC update
 - i) Solar Farms
 - b) Risk Assessment requirements – update
 - c) Refurbishment Storage Out Buildings – update
 - d) Gravel path Village Green – update
 - e) Vale of Glamorgan Boundary Community Review – update
 - f) Noticeboards – new - ongoing WCC inspection update
 - g) Allotment Gate – update
 - h) School representative Wenvoe CiW School Governor
 - i) Breedon employees for a day's volunteer work
 - j) Guttering – front & rear of Wenvoe Community Centre
 - k) Donation – Royal British Legion
 - l) Registration of Land
 - m) Footpath & Conifer Hedge
 - n) Tree replacement request Clos Llanfair
9. Ward Councillor Russell Godfrey's report
10. Any matters the Chairman decides are urgent
11. To receive reports from Chairman, Clerk and Members
12. Part II

Next meeting: 21 December 2023 at 7:30 pm: Monthly Meeting

Signed

Debbie Barrett-Plows
Clerk to the Council

WENVOE – CRIME / ASB INCIDENTS

14/11/23 – 16/11/23

77 OCCURRENCES THROUGH ADDRESS SEARCH WENVOE (EXCLUDING ST NICHOLAS / BONVILSTON)

OCCURRENCES OF NOTE:

SUSPICIOUS MALE	HARLECH ROAD	MALE CAUGHT TRYING CAR DOOR AT 0245HRS – DARK CLOTHING – CCTV NOT CLEAR
THEFT OF NUMBER PLATES	ST HILARY COURT, COPTHORNE WAY	NUMBER PLATES STOLEN FROM HIRE VAN – NO SUSPECT IDENTIFIED
BURGLARY	PICCA CLOSE	EQUIPMENT STOLEN FROM GARAGE – INVESTIGATION ONGOING
THEFT FROM A MOTOR VEHICLE	GWERN CLOSE	BAG WITH CONTENTS STOLEN, NO DAMAGE TO CAR. ONGOING INVESTIGATION
THEFT OF NUMBER PLATES	VALEGATE RETAIL PARK	NUMBER PLATES STOLEN FROM CAR – NO SUSPECT IDENTIFIED
THEFT FROM MOTOR VEHICLE	HEOL COLLEN	BAG TAKEN FROM UNLOCKED CAR – NO CCTV AVAILABLE
THEFT OF NUMBER PLATES	HEOL COLLEN	NUMBER PLATES STOLEN FROM CAR – NO SUSPECT IDENTIFIED
THEFT FROM MOTOR VEHICLE	PICCA CLOSE	SUSPECT IDENTIFIED – POSS LINKED TO OTHERS
THEFT OF NUMBER PLATES	VALEGATE RETAIL PARK	NUMBER PLATES STOLEN FROM CAR – NO SUSPECT IDENTIFIED
YOUTH ASB	HEOL COLLEN	MATTER ADDRESSED
DAMAGE TO GARAGE DOOR LOCK	BURDONSHILL LANE	NO EVIDENCE TO IDENTIFY SUSPECT
DAMAGE TO VEHICLE	WALSTON ROAD	NO EVIDENCE TO IDENTIFY SUSPEC

MAJORITY OF INCIDENTS WERE RELATING TO THEFTS AND OTHER MATTERS AT THE RETAIL PARK.

Agenda 6

New Planning Applications

2023/00988/FUL (GW) **Pughs Garden Centre**
Amendments to access, resurfacing of
Parking areas, provision of additional
Staff parking, landscaping and associated
works
Applicant: S Pugh & Son (Garden Centre) Ltd

No objection

2023/01025/FUL (BG) **The Stables, St Andrews Major**
Erection of agricultural building and retention of
Replacement hardstanding area
Applicant: Mr Paul Young

No objection

Previously Reported Planning Applications

Application for Premises Licence – **Poundland Unit C&D Vale Business Park**

majority no objection

2023/00373/OUT **Upper House, Pound Lane, Wenvoe**
Proposed two bedroom bungalow
Applicant: Mr Roger Bentley

No objection

2023/00751/FUL (GW) **Pughs Garden Centre**
Provision of a building to accommodate a pet shop
and associated works

Approved **23.10.2023**

2023/00470/FUL (GG) **Brackendene, Burdonshill Lane**
Proposed alteration and improvements
Applicant: Mr Shaun Cuddihy

No objection
Awaiting decision

2022/00942/OBS **Land south of St Lythans Road (Parc Worlton)**
Proposed Solar Park and Ancillary Development –
Parc Worlton Soiar Farm
Applicant: Lightrock Power Limited

Awaiting decision

2021/00075/FUL

Land West of St Lythans

Awaiting decision

Two livestock buildings with access from highway

Applicant: Mr John Crockford

2023/00374/FUL (HW)

Dyffryn Springs, St Lythans Road, Dyffryn

No Objection

Retention of replacement marquee for wedding and
Entertainment functions

Awaiting decision

Applicant: Mr Jonathan Bird

Wenvoe Community Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/10/2023		
	Cash in Hand 01/04/2023		68,624.33
	ADD		
	Receipts 01/04/2023 - 31/10/2023		53,574.67
	SUBTRACT		122,199.00
	Payments 01/04/2023 - 31/10/2023		81,429.76
	Cash in Hand 31/10/2023 (per Cash Book)		40,769.24
B	Cash in hand per Bank Statements		
	Petty Cash 31/10/2023	0.00	
	Lloyds Deposit Account 31/10/2023	1.00	
	Wenvoe Community Council 31/10/2023	40,768.24	
			40,769.24
	Less unrepresented payments		
		40,769.24	
	Plus unrepresented receipts		
	Adjusted Bank Balance		40,769.24
	A = B Checks out OK		

Wenvoe Community Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
88	02/10/2023		Wenvoe Community C	BACS	Allotments - Twyn yr Odyn	Pat Roberts	X	30.00		30.00
89	04/10/2023		Wenvoe Community C		Wenvoe Community Centre He	The Pole Vault Studio	X	40.00		40.00
90	06/10/2023		Wenvoe Community C		Allotments - Twyn yr Odyn	Dafydd Foitt	X	30.00		30.00
91	11/10/2023		Wenvoe Community C	CR 33	Wenvoe Community Centre He	Emily Harlow	X	30.00		30.00
92	11/10/2023		Wenvoe Community C	CR 34	Wenvoe Community Centre He	Patchwork Ladies	X	440.00		440.00
93	11/10/2023		Wenvoe Community C	CR 35	Wenvoe Community Centre He	Toddler Group	X	40.00		40.00
94	12/10/2023		Wenvoe Community C	Mobile Cheque 30081C	Allotments - Twyn yr Odyn	Barry Harper	X	40.00		40.00
98	12/10/2023		Wenvoe Community C		Wenvoe Community Centre He	Elliot Yamamoto FFWPU Walk	X	55.00		55.00
98	12/10/2023		Wenvoe Community C		Wenvoe Community Centre He	Elliot Yamamoto FFWPU Walk	X	50.00		50.00
99	17/10/2023		Wenvoe Community C		Wenvoe Community Centre He	Glamorgan Guild of Weavers, X		30.00		30.00
100	17/10/2023		Wenvoe Community C		Allotments - Twyn yr Odyn	Ruta Sukackaite	X	30.00		30.00
95	18/10/2023		Wenvoe Community C	CR 500036	Allotments - Twyn yr Odyn	Eric White	X	30.00		30.00
101	19/10/2023		Wenvoe Community C		Light & Heat	Wenvoe Community Library I	L	436.47	21.82	458.29
102	19/10/2023		Wenvoe Community C	BACS	Wenvoe Community Centre He	Radio Club	X	60.00		60.00
113	19/10/2023		Wenvoe Community C		Light & Heat	Wenvoe Community Library I	L	-436.47	-21.82	-458.29
114	19/10/2023		Wenvoe Community C		Light & Heat	Wenvoe Community Library I	X	458.29		458.29
96	26/10/2023		Wenvoe Community C	CR 500037	Allotments - Twyn yr Odyn	Ian & Margaret Holiday	X	30.00		30.00
107	26/10/2023		Wenvoe Community C	BACS	Wenvoe Community Centre He	Sarah Perkins	X	60.00		60.00
106	26/10/2023		Wenvoe Community C	BACS	Allotments - Twyn yr Odyn	Mike Johnson	X	30.00		30.00
108	27/10/2023		Wenvoe Community C	BACS	Allotments - Twyn yr Odyn	Dr Chris Brown	X	40.00		40.00
105	31/10/2023		Wenvoe Community C		Wenvoe Community Centre He	Jodie Smith	X	50.00		50.00
97	31/10/2023		Wenvoe Community C		2023-2024 Main Hall & Kitchen	Wenvoe Scout Group	X	450.00		450.00
103	31/10/2023		Wenvoe Community C		Wenvoe Community Centre He	Jodie Smith	X	55.00		55.00
103	31/10/2023		Wenvoe Community C		Wenvoe Community Centre He	Jodie Smith	X	50.00		50.00
104	31/10/2023		Wenvoe Community C		Wenvoe Community Centre He	Jodie Smith	X	-55.00		-55.00
104	31/10/2023		Wenvoe Community C		Wenvoe Community Centre He	Jodie Smith	X	-50.00		-50.00
109	31/10/2023		Wenvoe Community C		Allotments - Twyn yr Odyn	Jimmy Mac	X	30.00		30.00
110	31/10/2023		Wenvoe Community C		Allotments - Twyn yr Odyn	Jimmy Mac	X	-30.00		-30.00
Total									2,023.29	2,023.29

Wenvoe Community Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
109 Training	04/10/2023	21.09.2023 Payn	Wenvoe Community C	BACS	Training	One Voice Wales	X	152.00		152.00
124 Repairs, Maintenance, Plants	04/10/2023		Wenvoe Community C	BACS	Buildings maintenance & repair	Sally Milliner	S	27.08	5.42	32.50
110 Building Decoration - WCC &	04/10/2023		Wenvoe Community C	BACS	Buildings maintenance & repair	Ray Charles	X	300.00		300.00
125 Allotments - Income	04/10/2023		Wenvoe Community C	BACS	Allotment Deposit	James Mackie	X	50.00		50.00
108 Grounds - Cemetery	05/10/2023		Wenvoe Community C	BACS	Cemetery Blns	M Tucker	X	40.00		40.00
126 Admin	05/10/2023		Wenvoe Community C	BACS	Sundry Expenses	Defib Store	S	80.00	16.00	96.00
127 cleaner	06/10/2023		Wenvoe Community C	SO	Cleaner	Cleaner	X	45.00		45.00
130 Repairs, Maintenance, Plants	10/10/2023		Wenvoe Community C	BACS	Buildings maintenance & repair	Sally Milliner	X	75.00		75.00
129 Deposit Refunds Hall Hire - V	11/10/2023		Wenvoe Community C	BACS	Wenvoe Community Centre He	Wenvoe Wheelers	X	50.00		50.00
128 Allotments - Income	11/10/2023		Wenvoe Community C	BACS	Allotment Deposit	Alun J Davies	X	50.00		50.00
143 Clerk Salary	13/10/2023		Wenvoe Community C	BACS	Clerk Salary	Clerk - Salary	X	1,108.76		1,108.76
142 Clerk Pension	13/10/2023		Wenvoe Community C	BACS	Pension Contributions	Cardiff & Vale of Glamorgan	X	304.67		304.67
139 cleaner	13/10/2023		Wenvoe Community C	SO	Cleaner	Cleaner	X	45.00		45.00
132 WCC Repairs & Renewals	17/10/2023		Wenvoe Community C	BACS	Buildings maintenance & repair	Ray Charles	X	255.54		255.54
144 Deposit Refunds Hall Hire - V	17/10/2023		Wenvoe Community C	BACS	Deposit Refund - WCC Hall Hir	FFWPU Wales	X	50.00		50.00
133 Electricity & Gas - WCC & Lit	18/10/2023		Wenvoe Community C	DD	Electricity	British Gas	L	99.97	4.99	104.96
134 Electricity & Gas - WCC & Lit	20/10/2023		Wenvoe Community C	DD	Light & Heat	British Gas	L	21.48	1.07	22.55
140 cleaner	20/10/2023		Wenvoe Community C	SO	Cleaner	Cleaner	X	45.00		45.00
135 MI Employer/Employee	25/10/2023		Wenvoe Community C	DD	HMRC - PAYE	HMRC - PAYE	X	1,497.28		1,497.28
136 Council Tax - WCC & Library	27/10/2023		Wenvoe Community C	DD	Council Tax	The Vale of Glamorgan Coun	X	217.00		217.00
141 cleaner	27/10/2023		Wenvoe Community C	SO	Cleaner	Cleaner	X	45.00		45.00
145 cleaner	30/10/2023		Wenvoe Community C	SO	Cleaner	Cleaner	X	15.00		15.00
131 Building Decoration - WCC &	31/10/2023	19.10.2023 Payn	Wenvoe Community C	DD	Buildings maintenance & repair	Ray Charles	X	300.00		300.00
137 Telephone & Broadband - W	31/10/2023		Wenvoe Community C	DD	WCC Broadband	Onecom	S	54.50	10.90	65.40
138 Stationery	31/10/2023		Wenvoe Community C	BACS	Stationery	Banner Business Solutions T/	S	23.98	4.80	28.78
Total								4,952.26	43.18	4,995.44

Purchase Orders

Purchase Orders allows you to record data in advance of a payment and produce an order to send to the supplier. When you pay the supplier you can convert the order into a payment without having to re-enter the details.

 1 purchase orders with expired due date

Date	Order No	Financial Year	Status	Tender	Total	Description	Supplier	Invoice Number
16.11.2023	34	2023 - 2024	OUTSTANDING	ONLINE PAYMENT	£338.43	Repairs & Renewals	CID Electrics	
14.11.2023	33	2023 - 2024	OUTSTANDING	ONLINE PAYMENT	£104.78	Cleaning Materials	Banner Business Solutions T/A Complete	Quotation SQU001349882
10.11.2023	32	2023 - 2024	OUTSTANDING	ONLINE PAYMENT	£190.00	Training	One Voice Wales	Inv 7552

Purchase Orders

Purchase Orders allows you to record data in advance of a payment and produce an order to send to the supplier. When you pay the supplier you can convert the order into a payment without having to re-enter the details.

● 1 purchase orders with expired due date

Date	Order No	Financial Year	Status	Tender	Total	Description	Supplier	Invoice Number
21.09.2023	20	2023 - 2024	OVERDUE	ONLINE PAYMENT	£350.00	Buildings maintenance & repairs	Ray Charles	RC/WCCI