

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 19 October 2023

Present: Cllr J Williams (Chair), Cllr S Milliner (Vice Chair), Cllr M Harvey, Cllr C Thomas, Cllr R Sexton, Cllr P Freeman, Cllr R Jervis, Cllr P Gaughan, Cllr J Crockford, Cllr N Gater & Ward Cllr Russell Godfrey. There were also 4 members of the public in attendance.

1. **Apologies:** No apologies for absence.
2. **Declarations of Interest under the Council's Code of Conduct:**  
Cllr S Milliner – outbuildings refurbishment  
Cllrs J Williams & Cllr M Harvey – Library/Hub
3. The minutes of the meeting held of 19 September were unanimously agreed
4. **Police matters:**  
**Wenvoe Crime/ASB incidents 20.09.2023 – 13.10.2023**  
Total Incident Number – 17  
Wenvoe Incidents - 5

What	Where	Date
Theft	Culverhouse Cross	21/09/23
Theft	Culverhouse Cross	21/09/23
Theft	Culverhouse Cross	21/09/23
ASB	Culverhouse Cross	22/09/23
Theft	Culverhouse Cross	22/09/23
Suspicious Incident	Wenvoe	23/09/23
Damage only RTC	Culverhouse Cross	29/09/23
ASB Youth	Wenvoe	30/09/23
Theft	Culverhouse Cross	02/10/23
Theft	Wenvoe	04/10/23
Theft	Culverhouse Cross	04/10/23
Suspicious Item	Wenvoe	04/10/23
ASB Youth	Wenvoe	05/10/23
Theft	Culverhouse Cross	10/10/23
Suspicious Males	Culverhouse Cross	11/10/23
Theft	Culverhouse Cross	11/10/23
Theft	Culverhouse Cross	13/10/23

## 5. Planning:

### New Planning Applications:

Application for Premises Licence – **Poundland Unit C&D Vale Business Park** majority no objection

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2023/00751/FUL (GW)      **Pughs Garden Centre**  
Provision of a building to accommodate a pet shop      No objection  
and associated works

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2023/00816/FUL (TN)      **Greenacres, Morfa Lane, Wenvoe**      Objection 16.08.2023  
Ground and first floor extensions to existing      Refused 17.10.2023  
detached garage  
Applicant: Dr Akram Baig

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2023/00373/OUT      **Upper House, Pound Lane, Wenvoe**      No objection  
Proposed two bedroom bungalow  
Applicant: Mr Roger Bentley

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### Previously Reported Planning Applications

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

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2023/00520/FUL (GG)      **7 Orchard Close, Wenvoe**  
Proposed roof conversion to form additional bedrooms      Approved  
including hip to gable roof adaption and raising eaves      27.09.2023  
and ridge heights by approximately 800mm  
Applicant: Mr Rob Flynn

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2023/00201/FUL	<b>Televue Kennels, St Lythans</b>	Conversion of existing single storey admin and accommodation building into a two storey dwelling and demolition of existing kennel blocks.	Refused 25.09.2023
		Applicant: Mr & Mrs Reuben Evans	
2022/00942/OBS	<b>Land south of St Lythans Road (Parc Worlton)</b>	Proposed Solar Park and Ancillary Development – Parc Worlton Solar Farm	Awaiting decision
		Applicant: Lightrock Power Limited	
2021/00075/FUL	<b>Land West of St Lythans</b>	Two livestock buildings with access from highway	Awaiting decision
		Applicant: Mr John Crockford	
2023/00374/FUL (HW)	<b>Dyffryn Springs, St Lythans Road, Dyffryn</b>	Retention of replacement marquee for wedding and Entertainment functions	No Objection
		Applicant: Mr Jonathan Bird	Awaiting decision

## 6. Finance and payment of accounts:

- a. 1-30 September 2023 cashbook shared and approved
- b. All payments were approved. Cllr M Harvey commented that the reports produced from the accounts software were a great improvement than the previous system used.
- c. Bank Account signatory – Cllr N Gater volunteered to be added to mandate, unanimous vote in favour. Clerk to arrange.

## 7. Other projects and responsibilities:

- a. WRAC update – No significant updates in relation to the Solar Farms. Discussions will be held at the November WRAC meeting in relation to the road surface on St Lythan’s Road that requires resurfacing and the reduction of the speed limit to 30mph and not national speed as it is currently set at.
- b. Risk assessment requirements – ongoing. External electrical point – Clerk to confirm installation date with Contractor.

- c. Refurbishment Storage Out Building – first and second storage room completed, third storage room to be cleared in readiness for renovation. It was also agreed that a second payment in the sum of £300.00 be paid for works carried out to date.
- d. Councillor email update – Cllr P Freeman to train Clerk on both the removal and setting up of new Councillor emails.
- e. Councillor resignation – Chair informed Councillors of Cllr J Davies resignation together with the active advertisement for a Casual vacancy issued by the Vale of Glamorgan with a closing date of 2 November 2023. Clerk to arrange copies to be placed on additional noticeboards to Wenvoe Community Centre noticeboard.
- f. Gravel path – no update – ongoing.
- g. Vale of Glamorgan Boundary Community Review –
  - i. Council agreed to a strong objection to the proposed change of Wenvoe Boundary. Petitions currently displayed in Wenvoe Community Centre, the Hub/Library and the Village shop which are available to Wenvoe residents to sign if they wish. These petitions are in addition to the petition submitted by Ward Councillor R Godfrey.
  - ii. Numerous legal documents had been discovered in Clerk's office in relation to both the allotments and playing field at Twyn yr Odyn to include Chief Commons Commission document. Cllr M Harvey informed council that this land was donated as one parcel of land and not separately. It was resolved by Council that Wenvoe Community Council employ a conveyancing solicitor to obtain legal advice in this matter. Cllr S Milliner to action.
  - iii. Chair to prepare response following receipt of comments from Cllr C Thomas. Response to be prepared and sent to Boundary Community Review within 7 days.
- h. Noticeboards – Chair advised Council that noticeboard net prices range between £560 to £2,500 each net. Chair to continue to research. It was noted that the noticeboards at both St Lythans and Dyffryn were not fit for use.
  - i. MOP complaint – Chair had prepared and read a Statement to Council following the receipt of the complaint. Cllr M Harvey stated that Council note statement – all Cllrs agreed with the Statement. Chair to respond accordingly to MOP.
  - j. Allotment gate damage – after short discussion Cllr R Jervis proposed new gate be purchased due to the low cost to replace and that he would provide his services to install the new gate free of charge. There was a majority vote in favour.
  - k. 16<sup>th</sup> Birthday Party booking request – after a short discussion it was agreed that due to previous booking of the hall and the complaints received by residents in neighbouring properties – a majority vote against the booking was made. Clerk to inform the Hall Hirer who requested the booking to inform of the decision of Council.
  - l. Skip – WCC grounds for MOP. Comments were made that it may not be feasible for a lorry to gain access to place a skip. Clerk to inform MOP's that they are allowed a skip to be placed on Council property if it is feasible.
- m. Replacement Local Development Plan Preferred Strategy 29.11.2023 – Cllr P Freeman will attend.
- n. Roll of Honour Wenvoe – Remembrance Service 12.11.2023. Cllr R Jervis to attend. Sound equipment in outdoor storage room to be checked if suitable for use. Clerk to contact M Tucker to enquire as to the condition of the poppy wreaths he cares for and if they are suitable to be used a donation to be made to 'The Poppy Appeal' as in previous year. Cllr C Thomas volunteered to change the flag at Wenvoe Community Centre in readiness of Remembrance Sunday.
- o. Army Engagement Event – Tuesday 21.11.2023. Cllr P Freeman, Cllr R Jervis, Cllr S Milliner and Cllr N Gater to attend.

**8. Ward Councillor Russell Godfrey's Report**

Ward Councillor reported to Council that he will update Wenvoe Community Council in relation to the conifer hedge and confirm whether VOG own the pathway within the car park, the use of Copthorne Hotel for homeless families, Tennis Courts and outdoor gym at Station Road East, and the upgrading of the football club facilities.

**9. Any matters the Chairman decide are urgent:**

There were no urgent matters for discussion.

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

Cllr R Jervis enquired about any whether there was any update regarding the conifer hedge within Wenvoe Community Centre car park. Chair advised that on checking the Title Deeds with Cllr S Milliner it details that this part of land, i.e., the pathway adjacent to the conifer hedge was not shown as registered to Wenvoe Community Council. Chair to contact VOG footpaths department to enquire as to the ownership in the first instance.

Meeting closed 8.30pm

Next meeting: Thursday 16 November 2023