



WENVOE COMMUNITY COUNCIL **COUNCIL SUMMONS**

Notice is hereby given that a meeting of the above Council will be held at Wenvoe Library/Hub on Thursday 20 February 2025 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 16 January 2025
4. Public participation
5. Police Matters: <https://www.police.uk/your-area/south-wales-police/wenvoe/?tab=CrimeMap>
6. To consider new and updated Planning Applications (see planning list)
7. Finance and payment of accounts 2025
 - a) 1-31 January 2025
 - b) Payment Schedule
 - c) Budget, Precept, Scale of Charges
 - d) Councillor Remuneration
8. Other projects and responsibilities
 - a) WRAC - update
 - b) Flytipping Enforcement – update
 - c) Section 6 – Environmental (Wales) Act 2016
 - d) Registration of Land & Carpark Boundary
 - e) Asset Register
 - f) Cemetery – update
 - g) Multi location meetings – update
 - h) Christmas Tree - update
 - i) Office redecoration
 - j) Main Hall & Passageway Renovation
 - k) VE Day 80 Anniversary – Thursday 8 May 2025 – update
 - l) Consider accuracy of Minuting recorded by Clerk to the Council
 - m) Councillor vacancy
 - n) Noticeboards
 - o) Repair Cafe
9. Any matters the Chairman decides are urgent
10. To receive reports from Chairman, Clerk and Members
11. To receive correspondence not specifically referenced on the Agenda (decisions cannot be taken in relation to matters raised under this agenda item).

Next meeting: 20 March 2025 at 7:30 pm: Monthly Meeting

Signed

Debbie Barrett-Plows
Clerk to the Council

To view the full Agenda please visit:
www.wenvoecouncil.org.uk

Agenda 5

Wenvoe Crime/ASB incidents

Awaiting details

New Planning Applications

2025/00038/FUL (MK) **St Brendan, 4 Old Port Road**
Change of use of front garden for the siting
of a cabin operating as a commercial florist

Applicant: Miss Jemma Doolan

2025/00106/FUL (GW) **Land adjacent to Station Terrace, Station
Road East**
Proposed construction of a berm house and
Associated development thereto

Applicant: Mr Damien Case

Previously Reported Planning Applications

2024/01174/FUL (WG) **Former Beech Tree Inn**
Change of use from Bar & Restaurant
to Church

Applicant: Plymouth Brethren Christian Church

No objection

2024/01212/FUL (ANH) Construction and operation of a Battery
Energy Storage System (BESS) facility
including the erection of battery container units
inverters, 132kV substation, 33kV customer
switchgear, storage container and welfare
container, water tank, new internal access
roads, resurfaced compound, installation of
perimeter fencing and access gate; associated
ground works; and landscaping

Applicant: Greenfield Energy Developments Ltd

Objection

2024/00543/FUL (HM) **Wayside Cottage, Dyffryn**
Proposed new access gate to lane

Applicant: Mr Paul Frost

No Objection

2023/01123/FUL **Tunnelside Yard, Snell Yard Wenvoe**
Proposed change of use from agricultural land
to proposed caravan suite for touring caravans and
motorhomes (no static caravans)

Applicant: Mr Steven Reynolds

No objection

2023/00373/OUT **Upper House, Pound Lane, Wenvoe**
Proposed two- bedroom bungalow

Applicant: Mr Roger Bentley

No objection

2021/00075/FUL (ANH)

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

No objection

Applicant: Mr John Crockford

Wenvoe Community Council

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

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

<u>Bank Reconciliation at 31/01/2025</u>			
	Cash in Hand 01/04/2024		33,934.69
	ADD Receipts 01/04/2024 - 31/01/2025		77,985.16
	SUBTRACT Payments 01/04/2024 - 31/01/2025		111,919.85
			68,902.81
A	Cash in Hand 31/01/2025 (per Cash Book)		43,017.04
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2025	0.00	
	Wenvoe Community Council 31/01/2025	43,016.04	
	Lloyds Deposit Account 31/01/2025	1.00	
			43,017.04
	Less unrepresented payments		
			43,017.04
	Plus unrepresented receipts		
B	Adjusted Bank Balance		43,017.04
A = B Checks out OK			

Wenvoe Community Council

5 February 2025 (2024-2025)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
145	WCC Hall Hire	13/01/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Sally Yamamoto	X	920.00		920.00
146	Do not use	13/01/2025		Wenvoe Community	Nightsafe	Light & Heat	Wenvoe Community Librar	X	605.66		605.66
147	Cemetery - Income	14/01/2025		Wenvoe Community	BACS	Cemetery	Christopher & Alyson Davik	X	1,500.00		1,500.00
148	Cemetery - Income	16/01/2025		Wenvoe Community	Nightsafe	Cemetery	W James & Sons	X	930.00		930.00
149	WCC Hall Hire	17/01/2025		Wenvoe Community	CR 500074	Wenvoe Community Centre Ha	Patchwork Ladies	X	500.00		500.00
150	Cemetery - Income	21/01/2025		Wenvoe Community	BACS	Cemetery	M-S Group	X	100.00		100.00
151	Cemetery - Income	21/01/2025		Wenvoe Community	BACS	Cemetery	M-S Group	X	120.00		120.00
152	Cemetery - Income	21/01/2025		Wenvoe Community	BACS	Cemetery	M-S Group	X	100.00		100.00
153	Cemetery - Income	21/01/2025		Wenvoe Community	BACS	Cemetery	M-S Group	X	100.00		100.00
154	Cemetery - Income	23/01/2025		Wenvoe Community	BACS	Cemetery	M-S Group	X	100.00		100.00
155	WCC Hall Hire	31/01/2025		Wenvoe Community	CR 500076	Wenvoe Community Centre Ha	Toddler Group	X	40.00		40.00
156	WCC Hall Hire	31/01/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Canon Hill Art Space	X	300.00		300.00
Total									5,315.66		5,315.66

Wenvoe Community Council

13 February 2025 (2024-2025)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
212	cleaner	03/01/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
213	Grounds - Cemetery	06/01/2025		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
214	WCC Repairs & Renewals	07/01/2025		Wenvoe Community	BACS	Repairs & Renewals	Russell Godfrey	X	53.78		53.78
215	Equipment & Furniture - Admir	09/01/2025	19 September 2024	Wenvoe Community	CARD	Fixtures & Fittings	Ebuyer (UK) Limited	S	746.36	149.28	895.64
230	cleaner	10/01/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
216	Subscriptions	13/01/2025		Wenvoe Community	CARD	Subscriptions	Go Daddy	S	71.88	14.38	86.26
218	Clerk Salary	15/01/2025		Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,451.48		1,451.48
217	Clerk Pension	15/01/2025		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorga	X	432.43		432.43
219	cleaner	17/01/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
206	Do not use	17/01/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	218.79	10.93	229.72
220	Electricity & Gas - WCC & Libra	20/01/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	150.01	7.50	157.51
221	Cleaning Equipment & Product	21/01/2025		Wenvoe Community	CARD	Cleaning Materials	B&M Retail Limited	S	30.87	6.18	37.05
223	Subscriptions	23/01/2025		Wenvoe Community	CARD	Subscriptions	Go Daddy	S	59.88	11.98	71.86
222	NI Employer/Employee	23/01/2025		Wenvoe Community	DD	HMRC - PAYE	HMRC - PAYE	X	1,077.90		1,077.90
224	cleaner	24/01/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
225	Council Tax - WCC & Library	27/01/2025		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	261.00		261.00
227	Products - Open Spaces	28/01/2025		Wenvoe Community	BACS	Open Spaces - Grounds Contra	Integrated Graphics Limite	S	78.00	15.60	93.60
226	cleaner	28/01/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
229	Telephone & Broadband - WCC	31/01/2025		Wenvoe Community	DD	WCC Broadband	Onecom	S	68.76	13.75	82.51
228	cleaner	31/01/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
Total									4,961.14	229.60	5,190.74

Payment Schedule - Council Meeting 20 February 2025

<u>Date</u>	<u>Supplier</u>	<u>Details</u>	<u>Amount</u>
03.01.2025	Plexus Fire & Security Ltd	Annual Safety Check - HUB	£330.72
21.01.2025	FAST Fire & Security Technologies	Annual Check - Fire Equipment	£90.78
23.01.2025	Scribe	Annual subscription renewal	£489.60
28.01.2025	John Crockford	Open Spaces - Ground Contract	£3,002.70
07.02.2025	John Crockford	Open Spaces - Ground Contract	£480.00
03.02.2025	Vale of Glamorgan	Green Garden Waste Bags Banked £48.40 on 12.02.2025	£48.40
04.02.2025	Plexus Fire & Security	Call out - Alarm Fault - HUB	£36.38
			<hr/> £4,478.58 <hr/>