

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



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

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DRAFT Minutes of Council Meeting Held on 20 March 2025

On behalf of the Council Cllr J Williams gave Cllr C Thomas their sincere condolences on the death of his daughter.

Present: Cllr J Williams (Chair), Cllr S Milliner (Vice Chair), Cllr M Harvey, Cllr C Thomas, Cllr J Crockford, Cllr P Gaughan, Cllr N Gater

Absent: Ward Cllr R Godfrey

1. Apologies: Cllr R Sexton, Cllr P Freeman, The Clerk

In the absence of the Clerk, Cllr S Milliner took the minutes of the meeting.

2. Declarations of Interest under the Council's Code of Conduct:

Cllr J Williams – Wenvoe Community Library Limited & The Hub. Cllr S Milliner – office redecoration. Cllr M Harvey – Wenvoe Community Library Limited & Cllr J Crockford – open grounds

3. The minutes off Council meeting held 20 February 2025 were approved subject to one amendment:

4. The increase in the Precept by 6% was agreed by a majority vote

Cllr M Harvey proposed that his second proposal put forward at the previous meeting be raised again i.e., **(ii. Council record their concern regarding the repeated unnecessary deprecation of the written record by the Councillor for Wenvoe Ward to the Vale of Glamorgan Council)**, that the Council record their concern as to the repeated unnecessary interjections by Cllr R Godfrey and general tone of emails to the clerk. Seconded by Cllr Gaughan - Council agreed with a majority vote

5. Public participation

No public participation.

6. Police matters:

Wenvoe Crime/ASB incidents 06.01.2025 – 03.03.2025

Total incident Number – 65

Occurrences of Note:-

What	Where	Details
Stolen numberplates	Walston Castle	Numberplates removed from a vehicle in the location. Plates circulated as stolen
Suspicious incident Royal Mail	Wenvoe Village	Royal Mail has explained reason for attending the property
ASB Drugs	The Alps	NOS cannisters found at the location. Regular patrols being carried out in location and traffic police aware
Theft of Vehicle/Burglary	St Lythan's	Person left caravan open, keys being removed and vehicle stolen. Person apprehended and arrested
ASB Neighbour	Wenvoe Village	Neighbour issues lack of evidence local officers aware and CCTV advised
Fly Tipping	The Alps	Waste found at location, Council Enforcement advised

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

7. Planning:

New Planning Applications

There were no new planning applications received.

Previously Reported Planning Applications

2024/01174/FUL (WG)	Former Beech Tree Inn Change of use from Bar & Restaurant to Church	Approved 04.03.2025
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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	Objection
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2025/00106/FUL (GW)	Land adjacent to Station Terrace, Station Road East Proposed construction of a berm house and associated development thereto	No objection
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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	Objection
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2024/00543/FUL (HM)	Wayside Cottage, Dyffryn Proposed new access gate to lane	No Objection
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	Applicant: Mr Paul Frost	

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

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

2021/00075/FUL (ANH) **Land West of St Lythan's** No objection
Two livestock buildings with access from highway

Applicant: Mr John Crockford

8. Finance and payment of accounts:

- a. 1-28 February 2025 were approved.
- b. The following payments were approved.:
- | | | |
|-------------------------|-------------------------|---------|
| VOG Fire & Security Ltd | 2025 Fire Alarm Testing | £240.00 |
| Plexus Fire & Security | Alarm System Fault | £ 71.10 |
| K James | Wooden Stakes | £ 60.00 |
- c. Direct Debits & Standing Orders: Council noted that there had been no changes to Direct Debit or Standing Orders from 1 April 2024 to date. Financial regulations have been considered by clerk and explained as being authorised each meeting. Chair read out the regular DD/SO's:

Direct Debits

British Gas	-	Electricity & Gas accounts
HMRC	-	Quarterly PAYE
Onecom	-	Broadband & Telephone
Vale of Glamorgan	-	Council Tax

Standing Orders

M Tucker	-	Cemetery Bins
Cleaner	-	WCC Cleaning

- d. The annual Schedule of Regular Payments: Council noted that the monthly schedule of direct debits and standing orders had been signed off by two Councillors each month for the financial year to date.
- e. Review of Bank Reconciliations 2024/2025 – Council noted that the quarterly reviews of the Bank Account had been carried out and signed off for the financial year to date.
- f. Scale of Charges: Cllr M Harvey proposed to simplify and increase charges 6% across the board, rounding up to the nearest pound – Council unanimously agreed. There was a discussion in relation to the Scouts groups currently hiring 3 evenings per week

having exclusive use of the Community Centre at a charge of £23.66 per week plus the use of an outbuilding and hall cupboard free of charge. Following discussions of the ongoing issues re the condition of the hall is left in after the groups to include the heating and lights being left on and the main hall floor having to be hoovered throughout prior to the baby and toddler bookings. Cllr M Harvey proposed 10% increase and endorse visit to AGM to give verbal indication of issues – proposal withdrawn, with counter proposal of 6% increase plus contribution of a minimum of £100.00 for the use of the outbuilding which was unanimously agreed. Chair to confirm attendance at next Scout Group AGM.

- g. Notice of conclusion of audit 2022/23 & 2024/25 – The external audit notice for 2023/24 is displayed on WCC noticeboard with a note that the notice for 2022/23 is available on request. Both reports are on the website. WCC have a clean bill of health. Cllr M Harvey requested that the Chair and Clerk to be congratulated on achieving this.
- h. Financial Regulations – Chair drew attention to and read out the changes:
 - 6.1 (2) re spyware etc – change from Windows 7 to 10
 - 6.2 (1) addition – Council maintains cash registers for payment of recycling products supplied by Vale of Glamorgan Council. Council unanimously agreed to approve the changes to the Financial Regulations.

Cllr C Thomas referred to the cheque payment request. Chair advised that the handmade stakes were to mark plots (including prepaid plots) within the Cemetery. Council agreed for Cllr J Williams and Cllr C Thomas to sign the cheque and initial counterfoil.

8. Other projects and responsibilities:

- a. WRAC – no verbal update
- b. Fly-tipping Enforcement – no update
- c. Section 6-Environment (Wales) Act 2016 – Cllr P Freeman & Clerk booked online training
- d. Registration of Land & Carpark Boundary – The report from the surveyor was discussed with the proposal of Application for First Registration unanimously agreed. Cllr S Milliner to contact the Vale of Glamorgan Council in relation to the trees on the boundary
- e. Cemetery – ongoing
- f. Multi location meetings – ongoing
- g. Main Hall damp – the main has evidence of damp to pillar, the storage room off the main hall also has evidence of damp. Council agreed to place order for works to be carried out. A quotation had been received for remedial works for damp, lead flashing, roof tiles and guttering. Council unanimously agreed
- h. VE Day 80 Anniversary – Thursday 8 May 2025 – Cllr J Williams informed Council that she had visited the Wenvoe Arms - awaiting a response. Following visit to the Horse & Jockey – waiting to hear what they are prepared to do

- i. Councillor vacancy – following the ballot R. Jervis was voted to join Council. Clerk to inform applicants of the result
 - j. Noticeboards – no update due to Cllr R Godfrey’s absence
 - k. Defibrillators – Cllr J Williams informed Council of the steps Clerk had to take to obtain an update on one of the defibrillators, with Clerk obtaining new battery for the defibrillator status to be showing available to both the Welsh Ambulance Service and members of the public. The cabinet for the defibrillator at Wenvoe Community Centre was damaged and in need of replacement. Costs start at £560 plus VAT – Clerk to advise cabinet requirements, prices together with any installation costs.
 - l. Office redecoration – to commence Monday 14 April 2025. Clerk to relocate to small meeting room and/or work from home
- 9.** Any matters the Chairman decides are urgent – none
- 10.** To receive reports from Chairman, Clerk and Members – none other than the bins in the village and that the Vale of Glamorgan Council would be removing another couple hundred bins within the Vale. Cllr N Gater confirmed her apologies for the April meeting.
- 11.** To receive correspondence not specifically referenced on the Agenda – none

The meeting closed at 8.30pm

**The next Council meeting will be held on
Thursday 17 April 2025 at 7.30pm in the Hub/Library**