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Community Centre
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Minutes of Wenvoe Community Council Meeting

18th November 2021

7.30pm

Present :

Cllrs R Sexton (Chair), DT. Oliver, MR. Harvey, C. Frost, I. Moody, M. Tucker, R. Tanner , J. Williams, C. Thomas

1. Apologies received from Cllr's K. Jones, J. Bird

Absent : C. Harlow , Clerk to WCC

2. Interests were declared by Cllr. Harvey and Cllr. Williams with regards to the Wenvoe Community Library Ltd.
3. The minutes of the WCC meeting held on 21st October 2021 were approved.
4. Police Matters : The SW Police crime map website recorded 10 crimes.
5. Planning updates discussed.
6. Finance and payment of accounts
Cashbook : shared and approved
7. Capital Projects :

a.)Library update

Cllr Oliver updated on the following issues:—

Telephone

- Communication ongoing with 'OneCom' regarding the requirements of the new Wenvoe Community Hub needs
- Pole to be installed at the back of the building for the phone line and internet connection

Alarms

- WCC Clerk to be requested to undertake regular weekly alarm testing.
- Fire extinguishers were mislaid during the renovation. New ones to be purchased by WCC.
- Cllr Oliver is in the process of completing a fire risk assessment and a user guide for the Hub alarm.

Plumbing

- New sink for the Hub ordered
- Awaiting delivery of for dishwasher and fridge for the Hub
- Awaiting the installation of the coffee machine for the Hub

Payment to Wernick

- Paid in full for building works
- WCC need to reclaim the VAT asap

Patio Access

- Handrails up the steps to be arranged
- No disabled access to the patio area has been constructed. It was agreed to seek advice regarding the responsibilities for providing disabled access on new builds.

Internal fittings

- Need to know what the Hub needs, e.g. Coat hooks, notice boards etc – Cllr Williams to provide a list

Licence

- Letter regarding Licence to be amended and resent to Wenvoe Community Library Ltd (WCL) in line with September minutes i.e.:

Discretionary discount will be continued into future years, but reviewed at WCC's annual budget meeting. No rent will be charged up to 31st March 2022.

WG Claim

- WG have refused to cover £3067 spent by VoG on design of CC extension
- Jane Hutt will write to VoG to see if she can help resolve the problem

Patio Area

- During the planning period of the new Hub, WCL had shared their proposals for use of the patio area and an 8m x 5m area to accommodate them. WCL are disappointed

their plans have not been considered. WCC discussed the patio area could be enlarged and to review when the Hub is fully functional.

- WCL concerned about security of the Hub building out of hours because the fire door contains plain glass giving full view to the interior. WCC suggested a blind might be more suitable and this will be fed back to WCL via the WCC and WCL Liaison group meeting. This is a new group meeting to aid communication between WCC and WCL.
- WCL application for S106 monies
The Chair Letter shared a new application from WCL Ltd to Charlotte Raine, VoG, for S106 monies. The 2 previous applications were rejected. This application was for information only and shared to ensure all Councillors were aware. Cllr Moody proposed that the letter should be on the agenda for the December meeting, but Cllr Sexton disagreed as the letter is for information only. Cllr Moody withdrew his proposal. The application is a slimmed down version compared to previous ones and will be sent to Charlotte Raine.
- Cllr Oliver commented that the volunteers at Wenvoe Community Library are to be commended for working incredibly hard to open the Hub.

8.) Other projects and responsibilities:

a.) **S106 monies- Benches** – 8 new benches have been purchased and are to be installed by John Crockford who is kindly storing them for WCC.

b.) **Play area improvement consultation** – a letter needs to be sent to Charlotte Raine at VoG with the proposal of a half MUGA (similar to the one in Sully). Public consultation ends on 22.11.21.

c.) **Defibrillator at Brooklands Terrace** - Trainer opened casing and alarm went off, Russell Godfrey has been chasing Calon to rectify but they are not responding.

Another opportunity has been received to fund a defibrillator – would any Cllr like to pick up this funding application and progress it?

d.) **Notice boards**- have arrived and need to be installed. Cllr Bird to discuss with management of the 3 sites to advise when and how installation can take place.

e.) **War memorial** – ‘Tommy’ soldier installed along with plaque. Cllr Sexton thanked Cllr Tucker on behalf of the Environment Team for installing the Tommy.

f.) **Queens Jubilee** – In order to apply to take part in the Jubilee, WCC require some information for the clerk to submit an application. They have also requested that WCC plant 7 trees- 1 for each decade.

g.) **Telephone Kiosk** - WCC are waiting for VoG Planning to respond regarding adopting the Kiosk. The Clerk has engaged with BT who are aware of the situation. It is not a quick process. Maintenance costs need to be reviewed and a suitable person identified to carry out the maintenance. The consultation regarding removing the telephone in the kiosk ended on 5.11.21 (details are in the Kiosk). Outcome to be followed up.

l.) **Acoustics** – Quote received – put on hold.

q.) **Flag Pole**- New pole needed , quote to be obtained, Clerk to action.

9) **Any matters the Chairman decides are urgent – None**

10) **Health & safety Matters**

Asbestos report – The advice is to record, manage and monitor. All contractors who undertake work on the community centre need to be shown the report.

e.) **Community Centre Front Wall**- Barry Oliver has nearly completed the work.

Vent for the Community Centre boiler- a 3rd quote has been obtained from Eddie Dyer who installed the original boiler. This quote has been agreed and he will fit the vent on 2nd December.

k.) **Swings at TYO**- Swing has been repaired and reinstalled.

m.) **DDA toilets**- Quote received and passed on to Charlotte Raine, VoG, who is looking at the funding.

N.) **Gates**- Quotes have been received – Cllr Tucker to obtain a quote for small gate at the allotment. Cllr Moody advised he has a spare gate that may fit.

o.) **Grange Handrail** – work complete.

p.) **Doors to Community Centre** – Clerk to write to all the Hall users to ask them to keep doors closed while their group is running because there had been an incident with a group of youths whilst Beavers was taking place.

11) **To receive reports from Chairman, Clerk and members:**

- a) **Wenvoe Community Hub Official Opening Sub Group** – Cllr Frost discussed updates meeting – suggestions for a guest to officially open the library are welcome.
- b) b.) Cllr Moody suggested replacing the tree at the front of the CC building with a shrub. Cllr Moody also suggested that plants around the village need to be replaced and refreshed. WCC agreed.
- c.) Cllr Harvey updated on the hedge next to the Community Centre. He attended a meeting with the home owner who is suggesting that the hedge be cut back 2m. Cllr Harvey was seeking agreement from WCC regarding a 2m cut back or a footpath exposed and cut back to the boundary? A vote was taken and it was agreed the hedge to be cut back to the boundary resulting in exposure of the path.
- d.) **Cemetery Sub Group** - Cllr Harvey reported on the availability of grants in Wales following the Welsh Assembly decision to end the UK Land Fill Tax Grant scheme. It was noted that grants are still available in Wales on application but no replacement scheme has been published. Given the WCC decision to not pursue the initial 1995/7 Scheme, it was agreed to not take this subject any further.

Regarding the footpath from the Quarryman's Tribute at Twyn-yr-Odyn to Whitehall Quarry, it was noted that this is now a registered footpath, number 69, in the Vale of Glamorgan.

Cllr Thomas tabled a list of potential sites in Wenvoe but no research had been undertaken regarding ownership. Some of these sites may be contentious and it was agreed to not list them in the public domain.

A further site with strong potential was suggested and it was agreed that the Chair would make further enquiries and report back to a future meeting.

e.) Cllr Tucker advised that a notice needs to be published confirming when the War Memorial wreaths will be removed. December 31st was agreed. The Clerk to arrange the notice for the boards.

e.) **Internal Audit** – Adam Davies has offered to review accounts to ensure that our final accounts at the end of 2021/2022 will satisfy Audit Wales. Cllr Oliver proposed that we accept the offer for which he refuses payment and arrange a meeting ASAP.

12.) **Council correspondence and Communications –**

A letter was received regarding Whitehall Farm footpaths. Gwyn Teague is going to update WCC on the matter.

A letter to be sent to Debbie Mars, Presiding Officer for an update following her visit to the Community Centre several months ago regarding the current unsatisfactory polling station arrangements. At the visit it was proposed that the large hall in the Community Centre would be used on future polling days. Also an additional portable polling station at the Beech Tree car park was proposed.

Next WCC meeting : Thursday 16th December @7.30pm