

Y Ganolfan Gymdeithasol
Yr Hen Bwrtawl
Gwenfó
Bro Morgannwg
CF5 6AL



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

Office Tel:029 2059 1139 E-Mail: wenvoecc@googlemail.com

Minutes of Council Meeting Held on 16 October 2025

Present: Cllr J Williams (Chair), Cllr M Harvey, Cllr C Thomas, Cllr R Sexton, Cllr P Freeman, Cllr P Gaughan, Cllr N Gater, Cllr R Jervis, Clerk to the Council – D Barrett-Plows

Before the meeting started Cllr J Williams welcomed Mr Ronnie Alexander, Standards Committee Independent Member who was present to observe the meeting.

1. Apologies: Cllr S Milliner due to prior work commitment
Emma Wheadon due to sickness absence

Absent: Cllr J Crockford

2. **Declarations of Interest under the Council's Code of Conduct:**
Cllr J Williams – Wenvoe Community Library Limited, The Hub & Cllr M Harvey – Wenvoe Community Library Limited

3. The minutes of Council meeting held 18 September were unanimously approved

4. **Public participation**
None

5. **Police matters:** Wenvoe Crime/ASB incidents for the period 10.07.2025 – 20.08.2025

There were 50 occurrences through address search Wenvoe. This also includes Vale side of Culverhouse Cross including Copthorne Hotel.

Occurrences of Note:

Suspicious Telephone Call	Wenvoe Arms	Withheld number no investigation
Parking issues outside Gwenfó School	Walston Close	Ongoing issues outside school at pick up and drop off times
Removal of information on Noticeboard	Wildlife Field Wenvoe	No CCTV or witnesses who Removed information
Dog Bite	Wenvoe Fields	Jack Russell type dog had bitten lady on leg. No identification of owner

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

6. Planning:

New Planning Applications

2025/00817/FUL (ANH)	Old Wallace Farm, Dyffryn The creation of a series of 4 wildlife ponds in the Floodplan adjacent to the River Waycock but not Connected to the river itself. Applicant: Mr Rhys Jenkins	No objection
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Previously Reported Planning Applications

2025/00585/FUL (ANH)	Oaktree Farm, Morfa Lane Change of use of The Piggery from agricultural/ forestry use to class D1 (non-residential institution) and to include the siting of a mobile welfare unit Applicant: Mr Jonathan Field, The Awen Project	No objection Refused 03.10.2025
2023/00373/OUT	Upper House, Pound Lane, Wenvoe Proposed two- bedroom bungalow Applicant: Mr Roger Bentley	Approved 11.02.2025 received 03.10.2025
2025/00706/FUL (SDB)	Goldsland Farm, Wenvoe Variation of Condition 1 (Approved Plans & documents) – Outbuilding for private gym & summer house Applicant: Ms Jessica Reader	No objection Approved 18.09.2025
2025/00858/FUL (ANH)	Dyffryn Gardens, St Nicholas Creation of 3 surface water attenuation ponds and associated landscape works Applicant: Chris Flynn	No objection
2025/00856/FUL (WG)	4 Vennwood Close, Wenvoe Ground floor rear and first floor side extensions Applicant: Mr Marc Bowen	No objection

2025/00555/FUL (ANH)

The Byre Farm

Retrospective approval of temporary rural enterprise dwelling with associated infrastructure for three years

No objection

Applicant: Mr Stephen Lakin

7. Finance and payment of accounts:

- a) 1-30 September 2025 Bank Reconciliation was approved
- b) The following payment was approved:

John Crockford	Grounds Contract	£2609.40
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It was noted that the payment to EJ Dyer in the sum of £30.00 for the call out charge re leaking hot water heater in the ladies/disabled WC was approved by Chairman and paid on 13 October 2025.

- c) Finance Meeting 14 October 2025:
Draft Minutes have been circulated to all Councillors. Income & Expenditure figures were within budget as at 30 September 2025. No changes to bank standing orders, direct debit payments or bank signatories. Bank reconciliations and Regular Payment Schedules checked and signed by Cllr C Thomas monthly. VAT reclaim £157.74 – defer VAT reclaim until 31.12.2025

Still awaiting Report from Audit Wales for 2024-2025

Other projects and responsibilities:

- a. WRAC – the next meeting was scheduled for 6 November 2025.
- b. Fly-tipping Enforcement - Cllr P Freeman informed Council that the replacement camera had been delivered. The signs 'Littering is Illegal' signs had been received and one was shown to Council.
- c. Section 6 – Environmental (Wales) Act 2016 – Biodiversity plan to be completed before 31 December 2025.
- d. First Registration of Land & Carpark Boundary update – Cllr J Williams read out a recent email forwarded from Cllr S Milliner – ongoing.
- e. Cemetery – Cllr P Freeman informed Council of the work carried out by Ward Councillor Russell Godfrey in organising a 'people around the table' meeting to be held in November 2025 for which he was thankful. Cllr J Williams asked Cllr P Freeman to thank Ward Councillor Russell Godfrey on behalf of the Council for his continued help in this matter.
- f. Multi-location meetings – A trial took place during this meeting and will go live at the next Council meeting.
- g. Noticeboards - due to work commitments Cllr R Jervis had not installed the noticeboard.
- h. Welsh Water – Cllr R Jervis to liaise with Welsh Water in relation to the re-instatement of the playing field and boundary wall. Clerk to provide contact details.

- i. VOG Annual Assessment 2024-2025 Summary – Cllr M Harvey confirmed that there had still been no improvements to the litter and rubbish sites, unclean road signs or signs covered by tree leaves and drains often filled with litter.
- j. Health & Safety Committee – annual safety inspections & Risk Assessment documents – delayed due to Cllr R Jervis work commitments.
- k. Stone Wall – allotments & Quarryman’s memorial fence – stone wall was still outstanding but the fence had been completed by Cllrs R Jervis, P Freeman & P Gaughan. Cllr J Williams thanked them for their help and for giving up their time.
- l. The Boundary Commission – Cllr J Williams informed Council that the report received October 2025 re Review of Electoral arrangements of the County of the Vale of Glamorgan from The Boundary Commission documented that the existing arrangements for Wenvoe would be retained, i.e., One Ward Councillor for Wenvoe.
- m. Remembrance Sunday – Cll R Jervis volunteered to read to Roll of Honour and Cllrs P Freeman and R Jervis to liaise with Cllr J Williams to arrange the collection of the sound system and Lamp Light of Peace. Clerk had checked that the existing poppy wreaths were in good condition to use this year and Cllr R Jervis proposed the donation of £50.00 be made to The Royal British Legion, seconded by Cllr N Gater, unanimously agree.
- n. Chain of Office – Cllr J Williams informed Council that the new Chain of Office was currently with the engraver, the centre plate having ‘Wenvoe Community Council’ and the two previous Chairman (who were not on the old Chain of Office) and current Chairman names and dates engraved on. Clerk to collect Tuesday 21 October 2025. It will be available to view in the office.
- o. Wenvoe Village Show hall hire 2026. Cllr J Williams reminded Council that there had been no hall hire charged the last time that the Community Centre was used for the Village Show and proposed that there be no charge for the use for this village event in 2026, Cllr N Gater seconded the motion, unanimously agreed.

9. Ward Councillor Report – none

10. Any matters the Chairman decides are urgent – none

11. To receive reports from Chairman, Clerk and Members:

Cllr C Thomas informed Council of the water leak notification from Welsh Water in regard to the Community Centre. Cllr C Thomas had checked the water meter and confirmed that the meter was not turning when the Community Centre and Library were unused. Clerk to contact Welsh Water to enquire as to how they know there is a water leak.

Cllr R Sexton informed Council that she would like to thank Ward Councillor Russell Godfrey for his help in the re-instatement of the road at Twyn yr Odyn which had been closed due to Welsh Water works.

Clerk informed Council that Wenvoe Art & Wellbeing Class was looking to book the small meeting room to hold a second class.

The meeting closed at 8.15pm

**The next Council meeting will be held on
Thursday 20 November 2025 at 7.30pm in the Hub/Library**

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Minutes of Finance Committee Meeting Held on 14 October 2025 at 12.00 noon

Present: Cllr J Williams (Chair), Cllr C Thomas, Cllr M Harvey, D Barrett-Plows Clerk to the Council

Absent: Cllr R Sexton, Cllr N Gater

1. Apologies: None
2. The minutes of the Finance Meeting of 8 July 2025 were approved.
3. Review of budget v actual for the period 01.04.2025 – 30.09.2025
The net position of the income and expenditure against the current balance of the budget figures report were discussed. It was noted that the income and expenditure figures were within budget as at 30.09.2025. The Clerk confirmed that she will continue to monitor the budget figures on a monthly basis.
4. To confirm bank standing orders, direct debits and bank signatories:
There have been no changes to standing orders, direct debits and bank signatories since 1 April 2025 which are:

HMRC	PAYE	Paid Quarterly	
British Gas	Light & Heat	Monthly – Gas & Electricity	
Vale of Glamorgan	Council Tax	Monthly	1 @ £298.60 9 @ £295.00
Onecom	Broadband & Phone	Monthly	
Welsh Water	WCC	6 monthly	
Welsh Water	Allotments	6 monthly	
Standing Orders:			
Cleaner	WCC	Weekly	£45.00
		Monthly	£15.00
M Tucker	Cemetery Bins	Monthly	£20.00

Bank Signatories:

Cllr J Williams, Cllr C Thomas, Cllr N Gater

Clerk to the Council - Online Banking access & Debit Card Holder

5. To review Bank Reconciliations for the period 01.04.2025 – 30.09.2025
Cllr C Thomas confirmed that he checks the bank reconciliation reports, signed/approved receipts and payments for the period 01.04.2025 – 31.05.2025 on a monthly basis. Cllr C Thomas also signs the Schedule of Regular Payments each month.
6. VAT Return
It was noted that the VAT claim for the period 01.07.2025 – 30.09.2025 report showed a total amount of VAT to be reclaimed at £157.74. It was agreed to defer the VAT reclaim until 31 December 2025 unless there had been high expenditure prior to this date. Clerk to monitor.
7. Audit Report – The external audit report from Audit Wales had still not been received to date.

Meeting ended 12.26pm

Next Meeting - Tuesday 13 January 2026 at 12.00 noon