

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 18 December 2025

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

1. Apologies: Cllr R Sexton due to prior commitment, Cllr N Gater due to illness and newly elected Councillor E Wheaton due to family illness.

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 20 November 2025 were unanimously approved

4. Public participation

None

5. Police matters: Wenvoe Crime/ASB incidents for the period 13 November 2025 to 10 December 2025. This also includes Vale side of Culverhouse Cross including Copthorne Hotel.

Occurrences of Note:

Damage to Vehicle	Walston Road	Being progressed by Vale NPT
Drug Use	The Alps	Cannisters found in location. Road's policing aware patrols in area being carried out.
Suspicious Males	Males acting suspiciously, abusive to staff at location.	ASB referrals submitted. Young males spoken to.

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

6. Planning:

New Planning Applications

2025/01110/FUL (WG)	Tarrws Cottage, Old Port Road Conversion of proposed outbuilding to Habitable building. Applicant: Mr Dennis Kitt	No objection
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Previously Reported Planning Applications

2025/01057/FUL	72 Heol Collen, Culverhouse Cross Proposed single storey rear extension, two storey side extension, front porch and internal alterations Applicant: Mr Jamie O'Donnell	Approved 01.12.2025
2025/01042/FUL	Walston Lodge, 28 Walston Road Demolition of garage and construction of ground floor rear and side extension with integrated garage/workshop and loft conversion with rear dormer with Juliet balcony. Widening of driveway Applicant: A & K Jones	Approved 01.12.2025
2025/01055/FUL (MK)	25 Rectory Close Double storey replacement extension to side of existing dwelling and new external bike store Applicant: Mr & Mrs Williams	Approved 10.12.2025
2025/01043/FUL (WG)	The New Marsyd, St Lythans Change of use from 2 separate residential holiday lets into one residential dwelling Applicant: Mrs Kathryn Gaughan	No objection
2025/00555/FUL (ANH)	The Byre Farm Retrospective approval of temporary rural enterprise dwelling with associated infrastructure for three years Applicant: Mr Stephen Lakin	No objection
2024/00543/FUL (HM)	Wayside Cottage Proposed new access gate to lane Applicant: Mr Paul Frost	No objection

7. Finance and payment of accounts:

- a) 1-30 November 2025 Bank Reconciliation was approved
- b) The following payments were approved:

JCP Solicitors	HMLR First Registration	£1076.40
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Additional payments approved:

Olynpaidd M & E S Davies	Annual Boiler Service Refreshments for Wenvoe Community Carol Service	£ 120.00 £ 51.90
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Other projects and responsibilities:

- a. WRAC – no update, meetings now held every other month.
- b. Fly-tipping Enforcement – the new signs to be installed.
- c. Section 6 – Environmental (Wales) Act 2016 – Biodiversity plan – Council agreed to adopt the plan.
- d. First Registration of Land & Carpark Boundary – no update.
- e. Cemetery – Cllr P Freeman will chase for progress following the previous meeting held with Cemex and the Vale of Glamorgan Council.
- f. Noticeboards - the noticeboard will be installed prior to the New Year.
- g. Welsh Water – all Councillors agreed to contribute to a letter to Welsh Water.
- h. Health & Safety Committee – Cllr R Jervis provided the Clerk with a Risk Assessment folder, Clerk to arrange for the Community Centre electrical inspection as soon as possible.
- i. Stone Wall – allotments – ongoing.
- j. Library Roof – awaiting response from the Vale of Glamorgan council.
- k. WCC Carpark Signage – Cllr P Freeman to action.
- l. WCC windows – repairs to be carried out in the New Year.
- m. Fire Warden – Cllr C Thomas had volunteered to take up this role for the Community Centre, Council agreed for Cllr N Gater to also be appointed as Fire Warden. Clerk to inform Cllr N Gater.
- n. Large Poppies lampposts and sale of poppies 2026 – Council agreed to purchase 50 large poppies.
- o. Donation request – Community Carol Service 17 December 2025 – Council agreed to reimburse a Wenvoe Resident for the refreshments that were provided for the Community Carol Service held on 17 December 2025.

9. Ward Councillor Report – none

10. Any matters the Chairman decides are urgent – none

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

The meeting closed at 8.15pm with the Chair wishing everyone a Merry Christmas and a Happy New Year.

**The next Council meeting will be held on
Thursday 15 January 2026 at 7.30pm in the Hub/Library**