

Y Ganolfan Gymd eithasol
Yr Hen Bwrtawi,
Gwenfô
Bro Morgannwg
CF6 6AL



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

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**MINUTES OF THE
WENVOE COMMUNITY COUNCIL MEETING
held on 19th September 2019 at 7.30pm
at Wenvoe Community Centre**

PRESENT: Cllrs. D. Oliver (Chairman), M. Tucker, C. Thomas, R. Tanner, V. Jervis, K. Jones, I. Moody,

Also present: Ms C.L. Harlow, Clerk to the Council and the Vale of Glamorgan Operations Manager for Neighbourhood Services

1	APOLOGIES FOR ABSENCE
	Cllrs M. Harvey, R. Sexton and J. Bird. PC Sion Summers
2	DECLARATIONS OF INTERESTS
	None
3	APPROVAL OF MINUTES
	The minutes of the Council meeting held 18 th July 2019 were approved

4	PRESENTATION FROM VALE OF GLAMORGAN OPERATIONS MANAGER – NEIGHBOURHOOD SERVICES
	The presentation gave an overview of changes to Waste and Litter Bins happening in the Vale of Glamorgan. “Prosiect Gwyrdd” is a partnership between the Vale of Glamorgan Council, Cardiff, Newport, Caerphilly and Monmouthshire Councils. The project will deliver a regional solution to residual waste as they no longer undertake landfills and now process waste with Energy recovery facilities. They look at; • Anaerobic Digestion – Process of food waste • Green Waste – Open window compost • Dry recycling – Sorted at Cowbridge and transported by contractor Suez to Avonmouth • Future Service Charges – Compliance with EU Law Waste regulations 2011(amended 2012) and also the Statutory Recycling rates which are 64% by 19/20 and 70% by 24/25 Waste Collections – At present during the transition period the Council don’t have the capacity to collect all waste on the scheduled days. This is mainly due to existing waste lorries breaking down and it not being cost effective in undertaking expensive repairs on lorries they won’t use. New waste lorries have been purchased and staff need to be trained to comply with the new recycling collection and also the change of collection day. They have advised it may take several months whilst during the transition before the collections run more smoothly. We were advised that everyone has a duty in relation to waste • Household Waste Duty of Care Regulations 2019 Wales – Householders can receive a penalty of £300 if they fail to follow the new recycling system • Dog Fouling – Person(s) can received a Fixed Penalty Notice of £100 • Fly Tipping – Local Authority currently have a contract with 3GS who can serve a Penalty Notice of £400 to a person(s) Further information can be found on their website; https://www.valeofglamorgan.gov.uk/en/living/Recycling-and-Waste/Prosiect-Gwyrdd.aspx https://www.valeofglamorgan.gov.uk/en/living/Recycling-and-Waste/Separated-Recycling-Collections-Rural-Vale-Only.aspx
5	POLICE MATTERS
	Crime statistics were provided for April – August 2019. PC Sion Summers said he hoped to break the statistics down to Wenvoe area only. Members agreed this would be beneficial.

6		PLANNING APPLICATIONS				
New planning applications referred for consultation:						
	Application	Location and Proposal	Applicant	WCC Comments	Decision	Decision Date
	2019/00974/ADV 21 days from 11/9/19 Submitted 25.9.19	Starbucks Drive Thru, Brooklands Retail Park, Culverhouse Cross, Cardiff Car park, building and drive thru' signage to a new Starbucks site	Mr. Jon Bull	No Objection		
	2019/00918/TPO No consultees Submitted 25.9.19	Woodside Grange, Wenvoe Works to trees cover by TPO - No. 07, 1988 (Norway Maple - crown lift & tip, clear conifers & Tulip tree remove unstable deadwood)	Mr. Jerry Lamb	No Objection		
	2019/00909/LBC	Duffryn Gardens, Duffryn Lane, Duffryn The reintroduction of a Mawson style green house to the lower walled garden at Duffryn Gardens	National Trust	No Objection	Awaiting Decision	
	2019/00908/FUL	Duffryn Gardens, Duffryn Lane, Duffryn The reintroduction of a Mawson style green house to the lower walled garden	National Trust	No Objection	Awaiting Decision	
	2019/00897/LBC	Duffryn Gardens, St. Nicholas Alteration work to the garden and bothies include the removal of a brick wall to create a doorway, the installation of a Belfast sink c/w water supply and drainage. The removal of 1m2 of engineering brick to an internal ramp and replace with a softer brick, the alteration of a modern racking system in the potting shed area. Change one set of double doors, reintroduce one garden entrance door and replace one arched entrance door. Reintroduce a stone finial above the adjoining upper and lower garden door. Introduce a butyl lining to the dipping ponds	Mrs. Geraldine Donovan	No Objection	Awaiting Decision	
-	2018/01180/FUL	3, Hill Terrace, Twyn Yr Odyn Change of Use of land to domestic use	Mr. Brian Tawton	Decision only	Refused	28/08/19
-	2019/00473/FUL	Hamston Fawr, Duffryn Proposed extension to first and second floor south elevation to include en suite/dressing room in loft space and balcony at first	Mr. & Mrs. Darren Wadsworth	Decision only	Approved	23/07/19

floor level

Previously reported planning applications and updates:

Application	Location and Proposal	Applicant	WCC Comments	Decision	Decision Date
2019/00756/TPO	The Firs, 6, Church Rise, Wenvoe	Mrs. Judith Mulcahy	No objection subject to a professional arboriculture report for Beech tree	Approved	04/09/19
	Work to trees covered by TPO no. 4 of 1951 - T2 Beech, T4 dead Sycamore, T5 Sycamore, T6 Sycamore				
2019/00706/LAW	4, Old Port Road, Wenvoe	Mr. J. Culbertson	No consultees	Awaiting Decision	
	Erection of an out building for a sauna, gym and storage				
2019/00660/FUL	9, Tarrws Close, Wenvoe	Mr Julian Mabbitt	No objection	Approved	11/09/19
	Loft Conversion and rear dormer				
2019/00636/FUL	The Old Rectory, 10-12, Old Port Road, Wenvoe	Mr. Dan Stubbs	Developers to preserve sundial on building or donate to church	Withdrawn	21/08/19
	Residential conversion of the Old Rectory and coach house, demolition of out buildings and structures, and associated works including the construction of a new residential coach house, and parking - 12 Units				
2019/00632/FUL	13, Goldsland Walk, Wenvoe	Mr. Roy Derrick	No objection	Approved	07/08/19
	Conversion of existing integral single garage into a store room and study				
2019/00608/RG3	Land at Sutton Farm, A4226 Five Mile Lane, Barry	Mr. John Dent	Decision only	Approved	29/07/19
	Construction of a concrete hard standing to allow visiting HGVs to turn and leave the site in forward gear plus appropriate gates at the entrance				
2019/00589/FUL	64, Burdons Close, Wenvoe	Mr. Colin & Mrs. May Wilsher	Decision only	Approved	31/07/19
	Conversion of existing garage to habitable space. Garage is integral in the house.				

	2019/00570/FUL	56, Heol Collen, Culverhouse Cross	Mr. Patrick Roberts	Decision only	Approved	24/07/19
		Proposed double storey set back side extension and single storey lean to extension to rear to provide enlarged living space, office area and additional bedroom				

Other Planning items

N/A	70 bed Care Home proposed on land of Glenburnie near Nant Isaf roundabout, Wenvoe Pre Consultation prior to planning application submission Public Engagement Event to be held on 27 th September 2019 during 15.00 – 20.00 at the Village Hall. With recommendations to be received by 11 th October 2019. Details can be found here: https://www.asbriplanning.co.uk/statutory-pre-application-consultation/glenburnie-port-road-wenvoe/	Asbri Planning Ltd. has been commissioned by Castleoak Care Developments Ltd	Pre consultation	No Comment - Council to attend Meeting on 27 th Sept 19	
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7	FINANCE AND PAYMENT OF ACCOUNTS 2019/2020				
(A)	Consideration was given to the report of the Clerk and Responsible Finance Officer detailing receipts and payments since that reported to last Council. Cash book balance 2019/20 had increased from £46047.22 to £52822.45				
(B)	Members officially adopted in the Model Financial Regulations 2019 and were advised the Clerk is reviewing the processes as this is required for the Audit.				
(C)	Finance Committee meeting to be arranged for 2 nd Thursday of the month in Dec.				

8	VALE COUNCIL MATTERS	ACTION	BY WHOM	COMPLETED Y/N
(A)	Monitoring Officer meeting held in March 2019 advised that observations can be made at any point during Council Meetings	Obtain proforma intended for use by the Standards Committee undertaking observation role	Clerk	Y
(B)	Correspondence received in relation to affordable homes in Wenvoe and Twyn-yr-Odyn requesting meeting to discuss current need for affordable housing	Decline due to several housing developments recently which showed a lack of local interest resulting in properties being	Clerk	Y

			let to people from outside the area		
(C)	Review of Electoral Polling Stations Representations to be made by 27 th September 2019		WCC propose polling station to be placed in the layby near the notice board in Cambrian Park, Culverhouse Cross	Clerk	Y
(D)	Parking scheme – Old Port Road Consultation letter sent to ex Councillor personal address There is insufficient parking at present Wenvoe School are not happy either Traffic Wardens were also issuing tickets to people this week		Send letter advising WCC are not happy and need to discuss it further	Chair	Y

9	Capital Projects – Update (a) Community centre, Vale Council S106 Agreement etc. (b) Children’s playgrounds	ACTION	BY WHOM	COMPLETED Y/N
(A)	<u>Library</u> Awaiting confirmation of additional funding	Request update	Chair	
(B)	<u>Twyn-yr-Odyn Playground</u> S106 has been approved and requires signing before contract can be issued	Members agreed that the contract can be signed	Clerk	Y
(C)	<u>Grange Playground</u> Update from VoG advising work will commence Jan 2020 due to drainage issues	None	N/A	N/A

10	Any matters the Chairman decides are urgent.	ACTION	BY WHOM	COMPLETED Y/N
	None	None	N/A	N/A

11	Health & Safety Matters	ACTION	BY WHOM	COMPLETED Y/N
(A)	<u>Emergency Lighting</u> Quote received to remove and replace emergency lighting	Quote agreed – Confirm with supplier	Clerk	Advised firm to proceed with E/L
(B)	<u>Fire Panel</u> Quote received to install a fire panel, Basic and one to allow sleeping on premises	Obtain further quotes	Clerk	In Process
(C)	<u>Library Room Carpet</u> Concerns were raised that the carpet may potentially be a	Roll Carpet Place in shed	Clerk	Y In Process

		hazard			
	(D)	<u>Emergency Equipment</u> New first Aid, Burns and Eyewash stations have been installed Fire log and accident book have been installed De Fib has been checked and replacement pads have been purchased and we are now also registered to "The Circuit" which enables any emergency service to identify the nearest De Fib to them should it be required	Weekly and monthly checks are carried out and logged The Circuit is updated and maintained	Clerk	Y
	(E)	<u>Signage</u> Health, Safety and Fire signage have been purchased and placed around community centre Fire Assembly point has been identified and Fire procedures and process have been displayed	None	N/A	N/A
	(F)	<u>Cleaning Materials</u> Compliant cleaning products and equipment have been purchased and Material Safety Data Sheets have been placed in the Cleaning Cupboard. Cleaner been updated	None	N/A	N/A
	(G)	<u>H&S Village Walk</u> H&S Committee will meet at the Community centre on Thursday 26 th Sept at 5.30pm to carry out an inspection in Wenvoe and Twyn-yr-Odyn	Advise clerk of any concerns identified	H&S Committee	

	12	To receive reports from Chairman, Clerk and Members.	ACTION	BY WHOM	COMPLETED Y/N
	(A)	Concerns in relation to Cardiff Bus, Wenvoe route. Buses are late and also cancelled leaving people stranded. The bus shelter timetable has some information written in grey which is also printed on grey headings making it difficult for people to read. It is also too high for some residents, in particular elderly people.	Cllr Bird has previously raised this concern. Write to Cardiff Bus	Clerk	Y Awaiting Response
	(B)	Concerns regarding cars jumping the lights near Brooklands Terrace and near miss accidents	Write to VoG Council Highways raising issue Request accident report for area	Clerk	Y VoG advises residents to report directly to police
	(C)	<u>Quarry</u> If quarry is closed, can the junction be returned to its original purpose?	Request update	Cllr M Harvey	In Process

	(D)	<u>Footpath 20 – Bus Stop to Pughs Garden Centre</u> Stile near bus stop across field coming out near Garden centre – Exit stile has been replaced with a fence	Contact Vale of Glamorgan Footpaths	Clerk	Y Reported
	13	Council correspondence and communications	ACTION	BY WHOM	COMPLETED Y/N
	(A)	Old entrance doors have been unlocked on a number of occasions when no one has hired the hall	Obtain quote for replacement lock same key as other entrance or recommendations from exert	Clerk	In Process
	(B)	Windows have been left open on a number of occasions	Spoken to hall hirers	Clerk	Y
	(C)	Broken window panes have been replaced – however concerns raised around the condition of existing windows	Look at obtaining quotes for both wooden and pvc windows once more information regarding library extension Look at whether there are any grants available	Clerk	Ongoing
	(D)	<u>Planning Survey</u> Deadline to complete is 27 th Sept	No response due to complex survey	N/A	N/A
	(E)	<u>Environmental Act</u> Prepare and produce a plan on how we meet Biodiversity in current work areas	Produce plan	Bruce M	In Process
	(F)	<u>Cemetery</u> Health and Safety Inspection of Cemetery to comply with HSE	Clerk arranged meeting with independent inspector to discuss requirements and costs	Clerk	In Process

Next meetings of Council: 17th October 2019, 7.30pm.

SIGNED _____ CHAIRMAN.

DATE _____