



WENVOE COMMUNITY COUNCIL **COUNCIL SUMMONS**

Notice is hereby given that a meeting of the above Council will be held at Wenvoe Library/Hub on Thursday 20 March 2025 at 7.30pm

AGENDA

1. To receive apologies for absence
2. To receive Declarations of Interest under the Council's Code of Conduct
3. To approve the minutes of the Council meeting held 20 February 2025
4. Matters arising from Council meeting held 20 February 2025
5. Public participation
6. Police Matters: <https://www.police.uk/pu/your-area/south-wales-police/wenvoe/?tab=CrimeMap>
7. To consider new and updated Planning Applications (see planning list)
8. Finance and payment of accounts 2025
 - a) 1-28 February 2025
 - b) Payment Schedule
 - c) Direct Debit payments
 - d) Annual Schedule of Regular Payments
 - e) Review of Bank Reconciliations 2024/2025
 - f) Scale of Charges
 - g) Notice of Conclusion of Audit 2022/23 & 2023/24
 - h) Financial Regulations
9. Other projects and responsibilities
 - a) WRAC - update
 - b) Flytipping Enforcement – update
 - c) Section 6 – Environmental (Wales) Act 2016
 - d) Registration of Land & Carpark Boundary update
 - e) Cemetery – update
 - f) Multi location meetings – update
 - g) Main Hall damp
 - h) VE Day 80 Anniversary – Thursday 8 May 2025 – update
 - i) Councillor vacancy
 - j) Noticeboards – update
 - k) Defibrillators
 - l) Office redecoration - update
10. Any matters the Chairman decides are urgent
11. To receive reports from Chairman, Clerk and Members
12. To receive correspondence not specifically referenced on the Agenda (decisions cannot be taken in relation to matters raised under this agenda item).

Next meeting: 17 April 2025 at 7:30 pm: Monthly Meeting

Signed

Debbie Barrett-Plows
Clerk to the Council

To view the full Agenda please visit:
www.wenvoecouncil.org.uk

Agenda 6

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 Lythans	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

Agenda 7

New Planning Applications

There are 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 Applicant: Plymouth Brethren Christian Church	Approved 04.03.2025
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 Applicant: Miss Jemma Doolan	Objection
2025/00106/FUL (GW)	Land adjacent to Station Terrace, Station Road East Proposed construction of a berm house and Associated development thereto Applicant: Mr Damien Case	No objection
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 Applicant: Greenfield Energy Developments Ltd	Objection
2024/00543/FUL (HM)	Wayside Cottage, Dyffryn Proposed new access gate to lane Applicant: Mr Paul Frost	No Objection
2023/01123/FUL	Tunnelside Yard, Snell Yard Wenvoe Proposed change of use from agricultural land to proposed caravan suite for touring caravans and motorhomes (no static caravans) Applicant: Mr Steven Reynolds	No objection

2023/00373/OUT

Upper House, Pound Lane, Wenvoe
Proposed two- bedroom bungalow

No objection

Applicant: Mr Roger Bentley

2021/00075/FUL (ANH)

Land West of St Lythans
Two livestock buildings with access from highway

No objection

Applicant: Mr John Crockford

Wenvoe Community Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

Bank Reconciliation at 28/02/2025			
	Cash in Hand 01/04/2024		33,934.69
	ADD Receipts 01/04/2024 - 28/02/2025		81,186.34
			115,121.03
	SUBTRACT Payments 01/04/2024 - 28/02/2025		76,512.59
A	Cash In Hand 28/02/2025 (per Cash Book)		38,608.44
	Cash in hand per Bank Statements		
	Petty Cash	28/02/2025	0.00
	Wenvoe Community Council	28/02/2025	38,607.44
	Lloyds Deposit Account	28/02/2025	1.00
			38,608.44
	Less unrepresented payments		
			38,608.44
	Plus unrepresented receipts		
B	Adjusted Bank Balance		38,608.44
	A = B Checks out OK		

Wenvoe Community Council

11 March 2025 (2024-2025)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
157	VAT Refund	04/02/2025		Wenvoe Community	BACS	VAT Refund	HMRC - VAT	X	592.78		592.78
159	Recycling Products via VOG	11/02/2025		Wenvoe Community	CR 500078	Recycling Products	Vale of Glamorgan Council	X	48.40		48.40
160	Cemetery - Income	11/02/2025		Wenvoe Community	BACS	Cemetery	Ernest Wheadon	X	930.00		930.00
158	Outbuildings	11/02/2025		Wenvoe Community	CR 500077	Outbuildings	Damian Martin	X	100.00		100.00
161	Cemetery - Income	13/02/2025		Wenvoe Community	BACS	Cemetery	Neil Davis	X	500.00		500.00
162	Cemetery - Income	14/02/2025		Wenvoe Community	BACS	Cemetery	Linda Edwards	X	500.00		500.00
162	Cemetery - Income	14/02/2025		Wenvoe Community	BACS	Cemetery	Linda Edwards	X	185.00		185.00
163	Cemetery - Income	24/02/2025		Wenvoe Community	CR 500079	Cemetery	Brenda Barrett	X	185.00		185.00
164	WCC Hall Hire	28/02/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Cerriann Burton	X	160.00		160.00
Total									3,201.18		3,201.18

Wenvoe Community Council

11 March 2025 (2024-2025)

PAYMENTS LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total	
231	WCC Repairs & Renewals	03/02/2025	Wenvoe Community	BACS	Repairs & Renewals	Olynpaidd M&E 2008 Limit	X	380.00		380.00	
232	WCC Repairs & Renewals	03/02/2025	Wenvoe Community	BACS	Repairs & Renewals	Olynpaidd M&E 2008 Limit	X	172.00		172.00	
233	Grounds - Cemetery	05/02/2025	Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00	
234	cleaner	07/02/2025	Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00	
235	cleaner	14/02/2025	Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00	
240	Clerk Salary	14/02/2025	Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,451.68		1,451.68	
241	Electricity & Gas - WCC & Libra	18/02/2025	Wenvoe Community	DD	Light & Heat	British Gas	L	238.68	11.93	250.61	
251	Clerk Pension	18/02/2025	Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorga	X	413.56		413.56	
242	Water - WCC & Library	19/02/2025	Wenvoe Community	DD	Water Rates	Welsh Water	X	172.28		172.28	
243	Electricity & Gas - WCC & Libra	20/02/2025	Wenvoe Community	DD	Light & Heat	British Gas	S	377.92	75.58	453.50	
236	cleaner	21/02/2025	Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00	
244	Water - Allotments	21/02/2025	Wenvoe Community	DD	Allotments - Twyn yr Odyn	Welsh Water	X	29.66		29.66	
239	Recycling Products via VOG	24/02/2025	20 February 2025	Wenvoe Community	BACS	Recycling Products	Vale of Glamorgan Council	X	48.40		48.40
248	Grounds - Open Spaces	24/02/2025	20 February 2025	Wenvoe Community	BACS	Open Spaces - Grounds Contra	John Crockford	S	400.00	80.00	480.00
249	Grounds - Open Spaces	24/02/2025	20 February 2025	Wenvoe Community	BACS	Open Spaces - Grounds Contra	John Crockford	S	2,502.25	500.45	3,002.70
246	Repairs, Maintenance, Plants -	24/02/2025	20 February 2025	Wenvoe Community	BACS	Repairs & Renewals	Plexus Fire & Security Lim	S	30.32	6.06	36.38
245	H&S/Electrical Inspections - W	24/02/2025	20 February 2025	Wenvoe Community	BACS	Annual Safety Checks	FAST Fire & Security Techr	S	75.65	15.13	90.78
247	Annual Servicing of Equipment	24/02/2025	20 February 2025	Wenvoe Community	BACS	Annual Safety Checks	Plexus Fire & Security Lim	S	275.60	55.12	330.72
237	cleaner	28/02/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
238	cleaner	28/02/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
250	Telephone & Broadband - WCC	28/02/2025		Wenvoe Community	DD	WCC Broadband	Onecom	S	68.76	13.75	82.51
Total								6,851.76	758.02	7,609.78	

Schedule of Payments as at 20 March 2025

1. VOG Fire & Security Ltd	2025 Fire alarm servicing	£240.00
2. Plexus Fire & Security	Alarm system fault	£ 71.10