

Y Ganolfan Gymdeithasol
Yr Hen Bwrtawi
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 15 January 2026

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

1. Apologies: Cllr S Milliner due to work commitment.

Absent: Cllr N Gater

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. Cllr J Crockford – Grounds Contract

3. The minutes of Council meeting held 18 December 2025 were unanimously approved

4. **Public participation**

None

5. **Police matters:**

No information available

6. **Planning:**

New Planning Applications

There were no new planning applications

Previously Reported 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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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
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Proposed new access gate to lane

Applicant: Mr Paul Frost

7. Finance and payment of accounts:

- a) 1-31 December 2025 Bank Reconciliation was approved
- b) The following payment was approved:

Vale of Glamorgan Council Recycling Products	£102.00
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- c) Budget, Precept, Scale of Charges – Draft Minutes of Finance meeting held Tuesday 13 January 2026 had been circulated prior to the meeting. Following discussion Cllr P Freeman proposed Council approve the 5% increase for Scale of Charges rounding up to the nearest pound, an increase of 5% to the Precept and to accept the proposed budget. Seconded by Cllr R Jervis – unanimously agreed.
- d) Councillor remuneration – Clerk will email all Councillors, Cllr J Williams reminded Councillors that they have to reply in writing of their decision of accept or decline the payment.

Other projects and responsibilities:

- a. WRAC – no update, next meeting March 2026.
- b. Fly-tipping Enforcement – Cllr P Freeman confirmed that the new signs were now in situ and that they currently appear to help reduce the fly-tipping incidents.
- c. Section 6 – Environmental (Wales) Act 2016 – Biodiversity plan – to be published on the website with a copy forwarded to Vale of Glamorgan for their information.
- d. Cemetery – Cllr P Freeman advised Council that the Local Nature Partnership plan had received approval for the nature work to go ahead in the lower Orchid field. Cllr J Williams asked Cllr P Freeman to thank Ward Councillor Russell Godfrey for his continued help in this matter.
- e. Noticeboards - Cllr R Jervis advised that the noticeboard will be installed as soon as possible.
- f. Welsh Water – Cllr J Crockford updated Council in relation to ongoing Welsh Water works and the possibility of compensation for the loss of income from the use of the playing fields, Clerk to check previous income from the BBC filming at this location.
- g. Health & Safety Committee – Cllr R Jervis to arrange collection of the Risk Assessment Pack in relation to the inspection requirements.
- h. Stone Wall – allotments – repair works to commence in Spring 2026.
- i. Library Roof – awaiting response from the Vale of Glamorgan council - ongoing. Clerk to email Vale of Glamorgan for any update.
- j. WCC Carpark Signage – the proposed signs were approved with a small amendment. Cllr P Freeman proposed 4 x A3 signs be ordered, seconded by Cllr P Gaughan, Council unanimously agreed. Clerk to inform Gwenfo school in advance of the installation of the signs to advise the change of use of the Wenvoe Community Centre carpark.
- k. WCC windows – repairs agreed to be carried out when the weather improves.
- l. CPE Report - the report had been circulated prior to the meeting. Following discussion Cllr R Jervis proposed Council to adopt this report, seconded by Cllr J Crockford – 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 J Williams expressed her disappointment that no Councillor had offered to attend the One Voice Wales AGM on behalf of Wenvoe Community Council and that she had now changed a prior commitment to attend. Cllr J Williams attended the One Voice Wales, Cardiff and Vale of Glamorgan Area Committee meeting on Monday 12 January 2026 and that Councillor training had been highlighted and requested the Clerk to place this item on 19 February 2026 Agenda.

Council also discussed the requirement for a 'Community Open Day' for Wenvoe residents to have the opportunity to raise any matters with Wenvoe Community Council. The item will also be on 19 February 2026 Agenda.

Cllr C Thomas offered his apologies that he will not be attending the next meeting due to prior commitments and requested that someone takes notes to place the monthly Council report in Wenvoe What's On. Cllr J Williams and Clerk to organise.

Cllr R Sexton advised Council that the pallets used in the area near to Quarryman's site were unsightly, following a brief discussion it was noted that this had been installed by the land owner.

The meeting closed at 8.30pm

**The next Council meeting will be held on
Thursday 19 February 2026 at 7.30pm in the Hub/Library**

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Minutes of Finance Committee Meeting Held on 13 January 2026 at 10.30am

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

1. Apologies: Cllr M Harvey – prior commitment Absent: Cllr N Gater
2. The minutes of the Finance Meeting of Tuesday 14 October 2025 were approved and signed by the Chair.
3. Review of budget/expenditure for the period 01.04.2025 – 31.12.2025.
The net position of the income and expenditure against the current balance of the budget figures were discussed in detail.
4. It was noted that the income and expenditure figures were within budget as at 31 December 2025.
5. The Budget and Scale of Charges for 2026/2027 were discussed and agreed at an overall increase of 5% rounded up to the next pound.
6. The Precept for 2026/2027 – discussed and agreed at an increase of 5%.
7. To confirm bank Standing Orders, Direct Debits and Bank Signatories: It was noted that there have been no changes to Standing Orders, Direct Debits and Bank Signatories since 1 April 2025 which are:
Direct Debits as at 31.12.2025

<u>Payee</u>	<u>Details</u>	<u>Payment Term</u>	<u>Amount</u>
HMRC	PAYE	Quarterly Payments	Variable
British Gas	Light & Heat	Monthly x 2 Electricity & Gas	Variable
Vale of Glamorgan	Council Tax	Monthly	1 x £298.60 9 x £295.00
Onecom	Broadband & Phone	Monthly	Variable
Welsh Water	WCC	August & February	Variable
Welsh Water	Allotments	-"-	Variable

Standing Orders as at 31.12.2025

Cleaner	WCC	Weekly	£45.00
		Monthly	£15.00
M Tucker	Cemetery Bins	Monthly	£20.00

Bank Signatories/Online Banking

Janet Williams	Chair
Collin Thomas	Cllr
Nicola Gater	Cllr

Debbie Barrett-Plows Clerk to the Council - online banking access only

8. To review Bank Reconciliations for the period 01.04.2025 – 31.12.2025. Cllr C Thomas confirmed that he checks the bank reconciliation reports, signs/approved receipts and payments for the period 01.04.2025 – 31.12.2025 on a monthly basis. Cllr C Thomas also signs the Schedule of Regular Payments each month.

9. Future Finance Meetings

It was agreed that Finance meetings to be held quarterly as detailed below at 10.30am

Tuesday 7 April 2026

Tuesday 7 July 2026

Tuesday 13 October 2026

Tuesday 12 January 2027

Meeting ended 12.30pm

Next Meeting - Tuesday 7 April 2026