



## **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 17 April 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 March 2025
4. Public participation
5. Police Matters: <https://www.police.uk/pu/your-area/south-wales-police/wenvoe/?tab=CrimeMap>
6. To consider new and updated Planning Applications (see planning list)
7. Finance and payment of accounts 2025
  - a) 1-31 March 2025
  - b) Payment Schedule
  - c) Bank Card Reader
  - d) Risk Assessment
  - e) Clerk Salary Increment
8. Other projects and responsibilities
  - a) WRAC - update
  - b) Fly-tipping 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 - update
  - h) VE Day 80 Anniversary – Thursday 8 May 2025 – update
  - i) Noticeboards – update
  - j) Defibrillator cabinet
  - k) Office redecoration – update
  - l) Scouts Groups - use of Hall
  - m) Speed Radar Signs
  - n) Dog Poo Bins
9. Any matters the Chairman decides are urgent
10. To receive reports from Chairman, Clerk and Members
11. To receive correspondence not specifically referenced on the Agenda (decisions cannot be taken in relation to matters raised under this agenda item).

Next meeting: 15 May 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](http://www.wenvoecouncil.org.uk)**

**Agenda 5**

**Wenvoe Crime/ASB incidents  
For the period 04.03.2025 – 09.04.2025**

There were 45 incidents throughout Wenvoe to include Culverhouse Cross including The Copthorne Hotel.

**Occurrences of Note:**

<b>Damage to Vehicle</b>	<b>4 Tyres slashed</b>	<b>No evidence, extensive house to house enquiries carried out and NPT (Neighbourhood Policing Team) patrolling the area</b>
<b>Rogue Traders</b>	<b>Clos Llanfair</b>	<b>Two reports where homeowners have agreed to work but the work has not been carried out to a satisfactory standard. Action Fraud contacted.</b>

Several crime incidents relating to ASB at McDonalds and thefts at retail park.

Agenda 6

**New Planning Applications**

2025/00236/FUL                      **Gwenfo Junior & Infant School**  
Proposed Outdoor Classroom                      No objection

Applicant: Miss Nicola Starke

**Previously Reported Planning Applications**

2021/00075/FUL (ANH)              **Land West of St Lythan's**  
Two livestock buildings with access from highway              No objection  
Approved 28.03.2025

Applicant: Mr John Crockford

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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              Objection  
Refused 01.04.2025

Applicant: Miss Jemma Doolan

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2025/00106/FUL (GW)              **Land adjacent to Station Terrace, Station  
Road East**  
Proposed construction of a berm house and  
Associated development thereto              No objection  
Refused 17.03.2025

Applicant: Mr Damien Case

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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              Objection

Applicant: Greenfield Energy Developments Ltd

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2024/00543/FUL (HM)              **Wayside Cottage, Dyffryn**  
Proposed new access gate to lane              No Objection

Applicant: Mr Paul Frost

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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)              No objection

Applicant: Mr Steven Reynolds

2023/00373/OUT

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

No objection

Applicant: Mr Roger Bentley

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Wenvoe Community Council  
RECEIPTS LIST

Yosche Code	Date	Invoice	Bank	Receipt No	Description	Supplier	VAT type	Net	VAT	Total
155 WCC Hall Hire	03/03/2025		Wenvoe Community	BACS	Wenvoe Community Centre Hire	The Pole Vault Studio	X	90.00		90.00
166 WCC Hall Hire	07/03/2025		Wenvoe Community	CF 540090	Wenvoe Community Centre Hire	Toddler Group	X	30.00		30.00
167 WCC Hall Hire	12/03/2025		Wenvoe Community	BACS	Wenvoe Community Centre Hire	Carriem Barton	X	-100.00		-100.00
168 WCC Hall Hire	12/03/2025		Wenvoe Community	BACS	Wenvoe Community Centre Hire	The Pole Vault Studio	X	120.00		120.00
173 WCC Hall Hire	14/03/2025		Wenvoe Community	BACS	Wenvoe Community Centre Hire	Scottish Country Dance Co	X	90.00		90.00
169 Camerlary - Income	14/03/2025		Wenvoe Community	BACS	Camrtery	M-S Group	X	120.00		120.00
170 WCC Hall Hire	17/03/2025		Wenvoe Community	BACS	Wenvoe Community Centre Hire	Ladies' Perrett	X	140.00		140.00
171 WCC Hall Hire	28/03/2025		Wenvoe Community	CF 300081	Wenvoe Community Centre Hire	Toddler Group	X	30.00		30.00
172 WCC Hall Hire	31/03/2025		Wenvoe Community	BACS	Wenvoe Community Centre Hire	Ladies' Perrett	X	-100.00		-100.00
					<b>Total</b>			<b>620.00</b>		<b>420.00</b>

**Wanvoe Community Council**  
**PAYMENTS LIST**

9 April 2025 (2024-2025)

Voucher	Code	Date	Month	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
252	Grounds - Open Spaces	04/03/2025	20 February 2025	Wanvoe Community	BACS	Open Spaces - Grounds Contra	M Tucker	X	33.00		33.00
253	Subscriptions	04/03/2025		Wanvoe Community	CARD	Subscriptions	AVG registered trademark	S	16.66	3.33	19.99
254	Grounds - Cemetery	05/03/2025		Wanvoe Community	SO	Cemetery Bins	M Tucker	X	20.00		20.00
255	Cleaning Equipment & Products	06/03/2025		Wanvoe Community	CARD	Cleaning Materials	Hesblix	S	42.47	6.49	50.96
256	cleaner	07/03/2025		Wanvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
264	Products - Open Spaces	12/03/2025		Wanvoe Community	CARD	Open Spaces - Grounds Contra	Defib World	S	490.00	96.00	586.00
264	Postages	12/03/2025		Wanvoe Community	CARD	Open Spaces - Grounds Contra	Defib World	X	4.99		4.99
261	Sundry Expenditure	12/03/2025		Wanvoe Community	CARD	Sundry Expenses	Amazon Services Europe S.	S	8.74	1.75	10.49
262	Sundry Expenditure	12/03/2025		Wanvoe Community	CARD	Sundry Expenses	Amazon Services Europe S.	S	8.73	1.75	10.48
263	Sundry Expenditure	12/03/2025		Wanvoe Community	CARD	Sundry Expenses	Amazon Services Europe S.	S	14.41	2.88	17.29
267	Products - Open Spaces	14/03/2025	16 January 2025	Wanvoe Community	CARD	Sundry Expenses	The Flag Shop	S	8.29	1.66	9.95
257	cleaner	14/03/2025		Wanvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
266	Clerk Salary	14/03/2025		Wanvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,451.68		1,451.68
266	Clerk Pension	14/03/2025		Wanvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorgan	X	216.22		216.22
268	Electricity & Gas - WCC & Ubra	18/03/2025		Wanvoe Community	DD	Light & Heat	British Gas	L	220.88	11.04	231.92
269	Sundry Expenditure	18/03/2025		Wanvoe Community	CHG	Sundry Expenses	Lloyds Bank	X	10.30		10.30
270	Electricity & Gas - WCC & Ubra	19/03/2025		Wanvoe Community	DD	Light & Heat	British Gas	L	265.78	13.28	279.06
258	cleaner	21/03/2025		Wanvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
273	Councillor Remuneration	25/03/2025		Wanvoe Community	BACS	Councillor Remuneration	Nicola Geter	X	156.00		156.00
274	Councillor Remuneration	25/03/2025		Wanvoe Community	BACS	Councillor Remuneration	GP Paul Freeman	X	208.00		208.00
272	WCC Repairs & Renewals	25/03/2025	20 March 2025	Wanvoe Community	BACS	Repairs & Renewals	Plexus Fire & Security Lim	S	59.25	11.85	71.10
271	Annual Servicing of Equipment	25/03/2025	20 March 2025	Wanvoe Community	BACS	Annual Safety Checks	VOG Fire & Security Ltd	S	200.00	40.00	240.00
275	Subscriptions	25/03/2025	20 February 2025	Wanvoe Community	BACS	Subscriptions	Scribe	S	408.00	81.60	489.60
259	cleaner	28/03/2025		Wanvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
260	cleaner	28/03/2025		Wanvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
276	Recycling Products via VOG	28/03/2025		Wanvoe Community	CR 500981	Recycling Products	The Vale of Glamorgan Cot	X	-56.00		-56.00
277	Telephone & Broadband - WCC	31/03/2025		Wanvoe Community	DD	WCC Broadband	Onecom	S	68.76	13.75	82.51
<b>Total</b>									<b>4,081.16</b>	<b>286.38</b>	<b>4,367.54</b>

**Schedule of Payments as at 9 April 2025**

1. BD Roofing	WCC Damp & Roof Remedial Works	£950.00
2. Cathedral Leasing	Annual Hygiene Services	£187.20
3. Scott FPS	Annual Extinguisher Maintenance 1 x Powder Extinguisher Outbuilding	£ 91.56
4. CD Electrics	5 x Double Sockets - Office	£245.00
5. Ball & Co	Boundary and Ownership of Hedge	£806.40
6. 123Reg	Annual Wenvoe Online	£107.88
7. Ray Charles	Office Redecoration Upon completion of works	£795.00
8. JS Carpets	Office Carpet Upon completion of works	£250.00

## **NOTICE OF FINANCE MEETING**

Notice is hereby given that a meeting of the above  
Council will be held at the Wenvoe Community Centre

On

Tuesday 8 April 2025 at 2.30pm



1. To receive apologies for absence
2. To approve minutes of Finance Meeting held 14 January 2025
3. To review annual expenditure for the period 01.04.2024 – 31.03.2025
4. To review and agree budget to 31.03.2026
5. Confirm bank standing orders, direct debits and bank signatories
6. Review Asset Register
7. Insurance Renewal
8. Risk Assessment
9. Audits

Signed .....

Debbie Barrett-Plows  
Clerk to the Council