



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 16 October 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 18 September 2025
4. Public participation
5. Police Matters (see Crime Report)
6. To consider new and updated Planning Applications (see planning list)
7. Finance and payment of accounts 2025
 - a) 1-30 September 2025
 - b) Payment Schedule
 - c) Finance Meeting 14 October 2025 Report
8. Other projects and responsibilities
 - a) WRAC - update
 - b) Fly-tipping Enforcement - update
 - c) Section 6 – Environmental (Wales) Act 2016
 - d) First Registration of Land & Carpark Boundary - update
 - e) Cemetery – update
 - f) Multi location meetings - update
 - g) Noticeboards – update
 - h) Welsh Water
 - i) VOG Annual Assessment 2024-2025 Summary
 - j) Health & Safety Committee – annual safety inspections – update & Risk Assessment documents
 - k) Stone wall – allotments & Quarryman's memorial fence
 - l) The Boundary Commission – update
 - m) Remembrance Sunday
 - n) New Chain of Office engraving
 - o) Wenvoe Village Show hall hire 2026
9. Ward Councillor Report
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: 20 November 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 5

Wenvoe Crime Report
For the period 20.08.2025 – 08.10.2025

There were 50 occurrences through address search Wenvoe. This also includes Vale side of Culverhouse Cross including Copthorne Hotel.

Occurrences of Note:

Suspicious Phone Call	Wenvoe Arms	Withheld number no investigation
Parking issues outside Gwenfo Primary	Walston Close	Ongoing issues outside school at pick up and drop off times
Removal of information on Notice board	Wildlife field Wenvoe	No CCTV or witnesses who removed information
ASB at Child's party	Wenvoe Village Hall	16 Yr old party got out of hand 50 invited 150 turned up various ASB and issues
Dog Bite	Wenvoe Fields	Jack Russel type dog has bitten lady on leg. No identification of dog owner

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

Agenda 6

New Planning Applications

2025/00817/FUL (ANH) **Old Wallace Farm, Dyffryn**
The creation of a series of 4 wildlife ponds in the
Floodplan adjacent to the River Waycock but not
Connected to the river itself.
Applicant: Mr Rhys Jenkins

No objection

Previously Reported Planning Applications

2025/00585/FUL (ANH) **Oaktree Farm, Morfa Lane**
Change of use of The Piggery from agricultural/
forestry use to class D1 (non-residential institution)
and to include the siting of a mobile welfare unit
Applicant: Mr Jonathan Field, The Awen Project

No objection
Refused 03.10.2025

2023/00373/OUT **Upper House, Pound Lane, Wenvoe**
Proposed two- bedroom bungalow
Applicant: Mr Roger Bentley

Approved 11.02.2025
received 03.10.2025

2025/00706/FUL (SDB) **Goldsland Farm, Wenvoe**
Variation of Condition 1 (Approved Plans &
documents) – Outbuilding for private gym &
summer house
Applicant: Ms Jessica Reader

No objection
Approved 18.09.2025

2025/00858/FUL (ANH) **Dyffryn Gardens, St Nicholas**
Creation of 3 surface water attenuation ponds
and associated landscape works
Applicant: Chris Flynn

No objection

2025/00856/FUL (WG) **4 Vennwood Close, Wenvoe**
Ground floor rear and first floor side
extensions
Applicant: Mr Marc Bowen

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, Dyffryn
Proposed new access gate to lane

No Objection

Applicant: Mr Paul Frost

Wenvoe Community Council
RECEIPTS LIST

7 October 2025 (2025-2026)

Voucher Code	Date	Misuse	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
53 Cemetery - Income	01/09/2025		Wenvoe Community	Mobile Cheque Dep	Cemetery	David Maher	X	318.00		318.00
54 Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Andrew G Pymun	X	32.00		32.00
55 Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Jodie S Haqueelne	X	43.00		43.00
56 Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Nicola Harmer	X	32.00		32.00
57 Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Liamia Coleman	X	43.00		43.00
58 Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Michael Tucker	X	43.00		43.00
59 Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Nicola Gater	X	32.00		32.00
60 Allotments - Income	04/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Cath Godfrey	X	32.00		32.00
61 Allotments - Income	05/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	David Haswell	X	32.00		32.00
62 Allotments - Income	05/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Colin & Pauline Hamit	X	43.00		43.00
63 Allotments - Income	08/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Ann Swift	X	32.00		32.00
64 Allotments - Income	08/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Tracey Ebeam	X	32.00		32.00
65 WCC Hall Hire	09/09/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Canon Hill Art Space	X	160.00		160.00
68 Allotments - Income	09/09/2025		Wenvoe Community	Mobile Cheque Dep	Allotments - Twyn yr Odyrn	Colin Thomas	X	43.00		43.00
69 Allotments - Income	09/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Debra Tann	X	32.00		32.00
67 Allotments - Income	11/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Samantha Campbell	X	43.00		43.00
70 Allotments - Income	11/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Lewis Evans	X	32.00		32.00
71 Allotments - Income	11/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Rhannon Tanner	X	43.00		43.00
66 WCC Hall Hire	16/09/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Amy Treharne	X	70.00		70.00
68 WCC Hall Hire	16/09/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Amy Treharne	X	100.00		100.00
72 WCC Hall Hire	16/09/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Amy Treharne	X	-100.00		-100.00
73 Allotments - Income	19/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Nicola Heath	X	32.00		32.00
74 Allotments - Income	22/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Kelly Stevenson	X	43.00		43.00
75 Allotments - Income	22/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Stephen Harris	X	32.00		32.00
76 Allotments - Income	22/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Aranda Lynn	X	32.00		32.00
77 Allotments - Income	24/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Bryony de Cote	X	32.00		32.00
79 Subscriptions	25/09/2025		Wenvoe Community	BACS	Subscriptions	Amazon Services Europe S	X	4.54		4.54
84 Allotments - Income	29/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Ava Kelly	X	32.00		32.00
78 Allotments - Income	30/09/2025		Wenvoe Community	BACS	Allotments - Twyn yr Odyrn	Barry Harper	X	43.00		43.00
Total								1,387.50		1,387.50

Wenvoe Community Council
PAYMENTS LIST

7 October 2025 (2025-2026)

Voucher	Code	Date	Misc	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
113	Water - Allotments	01/09/2025		Wenvoe Community	DD	Water Rates	Wash Water	X	136.22		136.22
115	Stationery	02/09/2025	19 September 2024	Wenvoe Community	CARD	Stationery	Amazon Services Europe S.	S	17.61	3.52	21.13
114	Repairs & Renewals	02/09/2025	19 September 2024	Wenvoe Community	BACS	Buildings maintenance & repair	Paul Freeman	X	80.19		80.19
119	Grounds - Cemetery	05/09/2025		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
116	cleaner	05/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
123	Cleaning Equipment & Product	10/09/2025		Wenvoe Community	CARD	Cleaning Materials	Amazon Services Europe S.	S	6.41	1.26	7.69
124	Cleaning Equipment & Product	10/09/2025		Wenvoe Community	BACS	Cleaning Materials	Amazon Services Europe S.	S	4.16	0.83	4.99
120	Subscriptions	10/09/2025		Wenvoe Community	CARD	Subscriptions	Amazon Services Europe S.	X	0.99		0.99
117	cleaner	12/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
122	Clerk Salary	15/09/2025		Wenvoe Community	BACS	Clerk Salary	Clerk - Sally	X	1,511.22		1,511.22
121	Clerk Pension	15/09/2025		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorgan	X	433.92		433.92
125	Electricity & Gas	17/09/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	156.04	7.90	163.94
126	Subscriptions	17/09/2025		Wenvoe Community	CARD	Subscriptions	Amazon Services Europe S.	X	8.99		8.99
127	Electricity & Gas	18/09/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	23.39	1.16	24.55
118	cleaner	19/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
128	Sundry Expenditure	19/09/2025		Wenvoe Community	CHG	Bank Charges	Lloyds Bank	X	5.42		5.42
129	Products - Open Spaces	24/09/2025	18 September 2025	Wenvoe Community	CARD	Open Spaces - Grounds Contro	Amazon Services Europe S.	S	52.49	10.50	62.99
130	Products - Open Spaces	25/09/2025	18 September 2025	Wenvoe Community	CARD	Community Expenditure	DefWarehouse/First Resc	S	160.00	32.00	192.00
131	Repairs & Renewals	26/09/2025	17 July 2025 & 18 September	Wenvoe Community	CARD	Open Spaces - Grounds Contro	Forest Products Limited	S	143.88	26.78	172.66
131	cleaner	26/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
134	Council Tax	29/09/2025		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	295.00		295.00
132	cleaner	29/09/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
135	Telephone & Broadband	30/09/2025		Wenvoe Community		WCC Broadband	Onecom	S	72.53	14.51	87.04
Total									3,325.44	108.46	3,433.90

Payment Schedule

1. John Crockford	Ground Contract	£2609.40
2. E J Dyer	Leaking Hot Water Heater Ladies/Disabled WC	£30.00

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 14 October 2025 at 12.00 noon



1. To receive apologies for absence
2. To approve minutes of Finance Meeting held 8 July 2025
3. To review budget v actual for the period 01.04.2025 – 30.09.2025
4. Confirm bank standing orders, direct debits and bank signatories
5. To review Bank Reconciliations for the period 01.07.2025-30.09.2025
6. VAT Reclaim
7. Audit Report

Signed

Debbie Barrett-Plows
Clerk to the Council