



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 September 2026 at 7.30pm

AGENDA

1. To receive apologies for absence
2. To receive Declaration of Interest under the Council's Code of Conduct
3. To approve the minutes of the Council meeting held 16 July 2026
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 2026
 - a) 1-31 July 2026 & 1-31 August 2026
 - b) Virements & payments authorised by Cllr J Williams (during Summer Break)
 - c) Payment Schedule
8. Other projects and responsibilities
 - a) WRAC - update
 - b) Fly-tipping Enforcement – update
 - c) Section 6 – Environmental (Wales) Act 2016
 - d) Cemetery – update & dog waste reported August 2026
 - e) Welsh Water – update
 - f) Health & Safety Committee – annual safety inspections
 - f) WCC Car Park – signage
 - g) WCC Car Park – hedges
 - h) Community Open Day – 3 October 2026 update & consideration of Martyn's Law
 - i) Office Mobile - 07598450611
 - j) Precept expenditure – Wenvoe resident email – August 2026
 - k) Red Telephone Box
 - l) Outdoor Storage Unit – WCC Library/HUB
 - m) Large Poppies and Registration to sell paper poppies in WCC
 - n) WCC Flat Roof Quotation
 - o) Gratuity Payment – former IA – request from Wenvoe Environmental Group to purchase lavender plants – front garden WCC
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: 15 October 2026 at 7:30 pm: Monthly Meeting

Signed
Debbie Barrett-Plows, Clerk to the Council

To view the full Agenda or join the meeting please visit - www.wenvoecouncil.org.uk for further information

Agenda 5

Wenvoe Crime Report For the period 09.07.2026 – 10.09.2026

There were 64 occurrences through address search Wenvoe (excluding St Nicholas & Bonvilston).

This also includes Vale of Glamorgan side of Culverhouse Cross including Copthorne Hotel.

Incidents of note

Theft of Quad Bike	Building Site Port Road	No lines of enquiry
Male trying doors	Gwern Close & surrounding areas	CCTV uploaded, no possible ID of subject. Residents encourages to ring South Wales Police when incidents occur
Theft of Suitcase	Picca Close	Same Male & night as above report of male trying doors
Disturbances in the location linked to a property	Picca Close	Police attended, no complaint from reporting person
Dog Bite. RP has petted a dog that was not friendly	Wenvoe Arms	No police involvement

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

New Planning Applications

No new Planning Applications

Previously Reported Planning Applications

2026/00294/FUL (CR)	St Brendan, Old Port Road To build new garage for storage purposes, the new garage will be 'like for like' with the existing outbuildings in respect of its appearance Applicant: Miss Jemma Doolan	Approved 17.07.2026
2026/00380/FUL (GW)	1,3, 5 & 7 Rectory Close Refurbishment and energy efficiency works to four properties Applicant: Adrian Thomas	Approved 08.09.2026
2026/00445/FUL (GW)	Countisbury, St Lythans Road Retrospective application for outbuilding that has been built on raised ground levels which has created a raised platform. Applicant: James Punter	No objection
2026/00036/FUL (GW)	Goldsland Farm Create a new wildlife pond, measuring 25m x 12m and two swales/ditches to capture water as it runs down the sloped bank to channel into the new field pond and away from the outlying farm properties Applicant: Abigail Reader	No objection
2025/01110/FUL (WG)	Tarrws Cottage, Old Port Road Conversion of proposed outbuilding to habitable building Applicant: Mr Dennis Kitt	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 Applicant: Mr Paul Frost	No Objection

Wenvoe Community Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/07/2026		
	Cash in Hand 01/04/2026		41,948.10
	ADD Receipts 01/04/2026 - 31/07/2026		21,096.78
			63,044.88
	SUBTRACT Payments 01/04/2026 - 31/07/2026		39,978.86
	Cash in Hand 31/07/2026 (per Cash Book)		23,066.02
B	Cash in hand per Bank Statements		
	Petty Cash 31/07/2026	0.00	
	Wenvoe Community Council 31/07/2026	23,066.02	
	Lloyds Deposit Account 31/07/2026	0.00	
			23,066.02
	Less unrepresented payments		
			23,066.02
	Plus unrepresented receipts		
	Adjusted Bank Balance		23,066.02
	A = B Checks out OK		

Wenvoe Community Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/08/2026		
	Cash in Hand 01/04/2026		41,948.10
	ADD Receipts 01/04/2026 - 31/08/2026		38,129.99
			80,078.09
	SUBTRACT Payments 01/04/2026 - 31/08/2026		44,911.34
	Cash in Hand 31/08/2026 (per Cash Book)		35,166.75
B	Cash in hand per Bank Statements		
	Petty Cash 31/08/2026	0.00	
	Wenvoe Community Council 31/08/2026	35,166.75	
	Lloyds Deposit Account 31/08/2026	0.00	
			35,166.75
	Less unrepresented payments		
			35,166.75
	Plus unrepresented receipts		
	Adjusted Bank Balance		35,166.75
	A = B Checks out OK		

Wenvoe Community Council

03 September 2026 (2026-2027)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
35	WCC Hall Hire	01/07/2026		Wenvoe Community	CR 500159	Wenvoe Community Centre Ha	Karen Bassett	X	82.00		82.00
36	WCC Hall Hire	01/07/2026		Wenvoe Community	CR 500159	Wenvoe Community Centre Ha	Sophie Bond	X	30.00		30.00
37	WCC Hall Hire	01/07/2026		Wenvoe Community	CR 500159	Wenvoe Community Centre Ha	Elderfit	X	85.00		85.00
38	Cemetery - Income	14/07/2026		Wenvoe Community	BACS	Cemetery	Paul Anstee	X	207.00		207.00
39	WCC Hall Hire	15/07/2026		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Gulnaz Theobalds	X	73.00		73.00
40	WCC Hall Hire	21/07/2026		Wenvoe Community	CR 500160	Wenvoe Community Centre Ha	Elderfit	X	34.00		34.00
41	WCC Hall Hire	21/07/2026		Wenvoe Community	CR 500160	Wenvoe Community Centre Ha	Sophie Bond	X	20.00		20.00
45	WCC Hall Hire	04/08/2026		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Molly Barracough	X	153.00		153.00
46	Outbuildings	05/08/2026		Wenvoe Community	CR 500161	Outbuildings	Blayne Martin	X	100.00		100.00
47	Outbuildings	05/08/2026		Wenvoe Community	CR 500161	Outbuildings	Blayne Martin	X	500.00		500.00
48	WCC Hall Hire	06/08/2026		Wenvoe Community	CR 500162	Wenvoe Community Centre Ha	Patchwork Ladies	X	560.00		560.00
49	Electricity & Gas	10/08/2026		Wenvoe Community	BACS	Light & Heat	Wenvoe Community Libran	X	171.22		171.22
42	Sundry Expenditure	10/08/2026		Wenvoe Community	CARD	Sundry Expenses	Amazon Services Europe S.	S	9.99	2.00	11.99
50	WCC Hall Hire	19/08/2026		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Victoria Knagg	X	46.00		46.00
51	Cemetery - Income	21/08/2026		Wenvoe Community	BACS	Cemetery	C J Ball & Son	X	112.00		112.00
52	Cemetery - Income	21/08/2026		Wenvoe Community	BACS	Cemetery	C J Ball & Son	X	112.00		112.00
44	Allotments - Income	25/08/2026		Wenvoe Community	BACS	Allotments - Twyn yr Odyn	Sheena Thomas	X	100.00		100.00
43	Precept	28/08/2026		Wenvoe Community	BACS	Precept	Vale of Glamorgan Council	X	15,167.00		15,167.00
Total									17,562.21	2.00	17,564.21

Wenvoe Community Council

03 September 2026 (2026-2027)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
59	Electricity & Gas	03/07/2026		Wenvoe Community	DD	Light & Heat	British Gas	L	49.78	2.48	52.26
60	Grounds - Cemetery	06/07/2026		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
64	Telephone & Broadband	07/07/2026		Wenvoe Community	CARD	WCC Broadband	Amazon Services Europe S.	S	20.81	4.16	24.97
61	Sundry Expenditure	07/07/2026		Wenvoe Community	CARD	Sundry Expenses	Amazon Services Europe S.	S	8.12	1.62	9.74
62	Sundry Expenditure	07/07/2026		Wenvoe Community	CARD	Sundry Expenses	Amazon Services Europe S.	S	9.99	2.00	11.99
63	Sundry Expenditure	07/07/2026		Wenvoe Community	CARD	Sundry Expenses	Amazon Services Europe S.	S	17.01	3.40	20.41
65	Cleaning Equipment & Products	08/07/2026		Wenvoe Community	CARD	Cleaning Materials	Amazon Services Europe S.	S	25.46	5.09	30.55
66	Cleaning Equipment & Products	09/07/2026		Wenvoe Community	CARD	Cleaning Materials	Amazon Services Europe S.	S	11.64	2.33	13.97
67	cleaner	10/07/2026		Wenvoe Community	SO	Cleaner	Cleaner	X	180.00		180.00
69	Clerk Salary	15/07/2026		Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,534.34		1,534.34
68	Clerk Pension	15/07/2026		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorga	X	382.41		382.41
70	Electricity & Gas	20/07/2026		Wenvoe Community	DD	Light & Heat	British Gas	L	179.97	8.99	188.96
71	Repairs & Renewals	20/07/2026	16 July 2026	Wenvoe Community	BACS	Buildings maintenance & repair	KJH Plumbing	X	360.00		360.00
72	Repairs & Renewals	20/07/2026		Wenvoe Community	16 July 2026	Repairs & Renewals	CID Electrics	X	42.29		42.29
73	Audit	20/07/2026	16 July 2026	Wenvoe Community	16 July 2026	Audit Fees	Audit Wales	X	912.20		912.20
74	Sundry Expenditure	20/07/2026		Wenvoe Community	CHG	Bank Charges	Lloyds Bank	X	6.08		6.08
75	NI Employer/Employee	23/07/2026		Wenvoe Community	DD	HMRC - PAYE	HMRC - PAYE	X	1,228.55		1,228.55
76	Council Tax	27/07/2026		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	306.00		306.00
77	Telephone & Broadband	31/07/2026		Wenvoe Community	DD	WCC Broadband	Onecom	S	85.80	17.16	102.96
85	Electricity & Gas	03/08/2026		Wenvoe Community		Light & Heat	British Gas	L	22.64	1.13	23.77
78	Grounds - Cemetery	05/08/2026		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
79	cleaner	07/08/2026		Wenvoe Community	SO	Cleaner	Cleaner	X	180.00		180.00
80	Cleaning Equipment & Products	11/08/2026		Wenvoe Community	CARD	Cleaning Materials	Sophie Bond	S	14.10	2.82	16.92
90	H&S/Electrical Inspections - WK	11/08/2026	16 July 2026	Wenvoe Community	BACS	Annual Safety Checks	CID Electrics	X	160.00		160.00
91	H&S/Electrical Inspections - WK	11/08/2026	16 July 2026	Wenvoe Community	BACS	Annual Safety Checks	CID Electrics	X	74.97		74.97
92	H&S/Electrical Inspections - WK	11/08/2026	16 July 2026	Wenvoe Community	BACS	Annual Safety Checks	CID Electrics	X	320.00		320.00
93	Recycling Products via VOG	11/08/2026	16 July 2026	Wenvoe Community	BACS	Recycling Products	Vale of Glamorgan Council	X	26.00		26.00
86	Water - Allotments	14/08/2026		Wenvoe Community	DD	Water Rates	Welsh Water	X	1,150.07		1,150.07
82	Clerk Salary	14/08/2026		Wenvoe Community	BACS	Clerk Salary	Clerk - Salary	X	1,535.84		1,535.84
81	Clerk Pension	14/08/2026		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorga	X	382.41		382.41
89	Water	14/08/2026		Wenvoe Community	DD	Water Rates	Welsh Water	X	408.85		408.85
87	Electricity & Gas	18/08/2026		Wenvoe Community	DD	Light & Heat	British Gas	L	204.55	10.22	214.77
83	Sundry Expenditure	18/08/2026		Wenvoe Community	CHG	Bank Charges	Lloyds Bank	X	9.92		9.92

Wenvoe Community Council
PAYMENTS LIST

03 September 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
84	Council Tax	27/08/2026		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	306.00		306.00
88	Telephone & Broadband	28/08/2026		Wenvoe Community	DD	WCC Broadband	Onecom	S	85.80	17.16	102.96
Total									10,281.60	78.56	10,360.16

Payment Schedule

1.	SLCC Annual Membership Renewal 01.10.2026 – 30.09.2027	£253.00
2.	One Voice Wales Cllr J Williams – Training Digital Foundations – Module 29	£ 44.00

Payments Paid and/or Authorised by Chair – August/September 2026

1.	CID Electrics	PAT Testing	£160.00
2.	CID Electrics	Supply & Fit Timer – Outside lights Library/Hub	£ 74.97
3.	Cleaner	Cleaning products purchased (Clerk on Annual Leave)	£16.92
4.	VOG	Garden Waste Bags (Price increase of 10p per bag not notified to Clerk prior to receipt of Invoice)	£26.00
5.	Tesco	Purchase of Mobile Phone for Clerk (Inc £10 Top Up Voucher)	£69.00
6.	Cleaner	6 Hrs – Bi-annual deep clean	£90.00