

Y Ganolfan Gyndeithasol
Yr Hen Bwrtawi
Gwenfô
Bro Morgannwg
CF5 6AL



Community Centre
Old Port Road
Wenvoe
Vale of Glamorgan
CF5 6AL

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Minutes of Council Meeting held on 19 March 2026

Present: Cllr J Williams (Chair), Cllr S Milliner (Vice Chair), Cllr M Harvey, Cllr C Thomas, Cllr P Freeman, Cllr P Gaughan, Cllr R Jervis, Cllr N Gater, Clerk to the Council – D Barrett-Plows

1. Apologies: Cllr R Sexton - personal commitments.

Absent: Cllr J Crockford

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.

3. The minutes of Council meeting held 19 February 2026 were approved.

4. **Public participation**

None

5. **Police matters:** Wenvoe Crime Report For the period 14.02.2026 – 11.03.2026

There were 17 occurrences through address search Wenvoe (excluding St Nicholas and Bonvilston). This also includes Vale of Glamorgan side of Culverhouse Cross including Copthorne Hotel.

Occurrences of Note:

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

6. **Planning:**

New Planning Applications

No new planning applications

Previously Reported Planning Applications

2026/00036/FUK (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 outlining farm properties

No objection

Applicant: Abigail Reader

2026/00023/FUL	<p>71 Burdons Close Single storey ground floor extension, attic conversion with flat roof dormer and part conversion of garage into gym. Removal of existing conservatory. Applicant: Mr & Mrs Barry Pappin</p>	No objection
2026/00078/FUL (SDB)	<p>Blodfa, Station Road East Internal remodel at ground and first floor, conversion of garage to habitable space, replacement dormer with Juliet balcony to rear elevation, and hip to gable roof extension. Applicant: Mr & Mrs Rattenbury</p>	No objection
2025/01110/FUL (WG)	<p>Tarrws Cottage, Old Port Road Conversion of proposed outbuilding to habitable building Applicant: Mr Dennis Kitt</p>	No objection
2025/00555/FUL (ANH)	<p>The Byre Farm Retrospective approval of temporary rural enterprise dwelling with associated infrastructure for three years Applicant: Mr Stephen Lakin</p>	No objection
2024/00543/FUL (HM)	<p>Wayside Cottage, Dyffryn Proposed new access gate to lane Applicant: Mr Paul Frost</p>	No Objection

7. **Finance and payment of accounts:**

- a) 1-28 February Bank Reconciliation was approved
- b) The following payments were approved:
- | | | |
|------------------------|-----------------------|---------|
| VOG Fire & Security Lt | Fire Alarm Service | £240.00 |
| One Voice Wales | Annual membership | |
| | 01.04.2026-31.03.2027 | £583.00 |
| Microsoft | Subscription renewal | £104.99 |
| Vale of Glamorgan | Garden Waste Bags | £ 50.00 |

Other projects and responsibilities:

- a. WRAC – no update, next meeting to be held in April.
- b. Fly-tipping Enforcement – Fly-tipping incidents remain low.
- c. Section 6 – Environmental (Wales) Act 2016 – the plan is in place and to be published on the website.
- d. Cemetery – Stage 1 currently approved, Stage 2 ongoing. Cllr P Freeman and Clerk to liaise in relation to compiling a business plan. Cllr J Williams thanked Cllr P Freeman for his continued hard work in this matter.
- e. Welsh Water – Clerk to contact Welsh Water in relation to a possible compensation claim.
- f. Health & Safety Committee – the annual 5 year electrical inspection was in the process of completion by the end of Friday 20 March 2026. It was noted that the Library needed an electrical inspection before August 2026. Clerk to action.
- g. Stone Wall – allotments – ongoing.
- h. Library Roof – Clerk confirmed that Wernicks had confirmed that the building has a 10 year warranty, correspondence ongoing in relation to necessary remedial works to date.
- i. WCC Carpark – Council discussed the problems with parking and agreed that it was a community issue and that Wenvoe Community Council were looking for a solution. A meeting with the headteacher, Wenvoe CiW School – date to be confirmed. The emails from members of the public to be discussed under Part II.
- j. WCC windows – remedial repairs to be carried out April 2026, Cllr J Williams also informed Clerk that there was one window in the main hall that didn't close properly and for this to be inspected. Clerk to action.
- k. Lost keys – The insurance company had advised that the lock to the Community Centre Council needed to be replaced for security reasons. Clerk advised that this was booked for Monday 23 March 2026. Cllr S Milliner agreed to provide Councillors & the Clerk for the amended Hire Agreement. Council agreed that all regular hall hirers to be provided with the new Hire Agreement for information and signature. Council agreed to refund the hall hire deposit in regard to the lost keys.
- l. Community Open Day – Council agreed to postpone the event until October/November 2026. Clerk to provide hall availability at the next meeting.
- m. Councillor Training Plan - Cllr J Williams confirmed that a template had been forwarded to Cllr S Milliner. Clerk to obtain a list of training courses and Councillor attendances. Clerk to forward training dates to Cllr N Gater.
- n. Internal Auditor – awaiting further quotations.
- o. Refurbishment of male and female toilets in WCC. Following discussion of the three quotations obtained by the Clerk, Council unanimously agreed to instruct JSH Plumbing & Heating Limited. Clerk to provide letter of acceptance and for the works to be scheduled for the end of May 2026.
- p. Library licence to occupy – Cllr S Milliner informed Council that the 2016 licence to occupy doesn't allow for groups to use the building. Cllr P Freeman proposed that Cllr S Milliner to amend/review the licence for the next Council meeting and in the meantime

the two groups be given temporary consent to use the Library to meet. Cllr R Jarvis seconded. Council unanimously agreed. Cllr S Milliner to action.

- q. Scouts Hall Hire Charge – Cllr J Williams proposed the charges as calculated by the Clerk for the two evenings during school term time and for the use of the outbuilding, Cllr P Freeman seconded, Council unanimously agreed. Clerk to action.

9. Ward Councillor Report – none.

10. Any matters the Chairman decides are urgent - none.

11. To receive reports from Chairman, Clerk and Members – none.

The meeting was suspended for Part II at 9.00pm

The meeting closed at 9.10pm

**The next Council meeting will be held on
Thursday 16 April 2026 at 7.30pm in the Hub/Library**

Council meeting 19 March 2026

Part II – 9.00pm

The emails, social media posts and complaint in relation to the Clerk were discussed.

The Clerk being informed Council in relation to the accusation of videoing children in the grounds of the carpark. It was noted that the Clerk had reported the incident and video to Council which showed cars parked only and that there were no children present. It was noted that the Council were confident that the Clerk was carrying out instructions.

Nicola Starke, Headteacher, Wenvoe CiW School had acknowledged the correspondence of 16 March 2026 and the Clerk was awaiting a further email with a proposed meeting date for Cllr J Williams, Cllr S Milliner and the Clerk to attend.

Members of the public who emailed Council would be updated once a permanent agreement is reached.