



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 15 May 2025 at 7.30pm

AGENDA

1. To receive apologies for absence
2. Declaration of Acceptance to be signed by Cllr P Freeman, Cllr J Crockford, Cllr N Gater, Cllr R Jervis (extended to 15 May 2025)
3. To receive Declarations of Interest under the Council's Code of Conduct
4. To approve the minutes of the Council meeting held 17 April 2025
5. Public participation
6. Police Matters: <https://www.police.uk/your-area/south-wales-police/wenvoe/?tab=CrimeMap>
7. To consider new and updated Planning Applications (see planning list)
8. Finance and payment of accounts 2025
 - a) 1-30 April 2025
 - b) Payment Schedule
 - c) Virement re legal fees
 - d) Insurance Renewal
 - e) Clerk Holiday Pay
9. 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) Defibrillator cabinet
 - i) Installation of Cork Noticeboards & King's Portrait
 - j) Repairs to guttering – outbuilding
 - k) Welsh Water
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: 19 June 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 6

Wenvoe Crime/ASB incidents
For the period 10.04.2025 – 07.05.2025

There were 16 incidents throughout Wenvoe to include Culverhouse Cross including The Copthorne Hotel.

Occurrences of Note:

Theft of Trade Plates	Alps Quarry	Unknown male has taken trade plates off a vehicle. Plates circulated as stolen
Theft of Push Bike	Port Road	Incident captured, unable to identify male through police system
Theft of Chainsaw	Greenwood Close	Unknown male on scooter taken chainsaw from front of property

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

Agenda 7

New Planning Applications

2025/00315/FUL **5 Wenvoe Close** No objection
Demolition of existing garage and utility
room. Erection of 2 storey extension to left
side of the house

Applicant: Mr Taylor Bond

2025/00379/FUL Former Beech Tree Inn No objection
Variation of Condition 3 (operating hours) of
Planning permission 2024/01174/FUL: Change of
Use from Bar & Restaurant to Church

Applicant: Mr Nelson Kerr

Previously Reported Planning Applications

2025/00236/FUL **Gwenfo Junior & Infant School** Approved
Proposed Outdoor Classroom 22 April 2025

Applicant: Miss Nicola Starke

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

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

Applicant: Mr Paul Frost

2023/01123/FUL **Tunnelside Yard, Snell Yard Wenvoe** No objection
Proposed change of use from agricultural land
to proposed caravan suite for touring caravans and
motorhomes (no static caravans)
Applicant: Mr Steven Reynolds

2023/00373/OUT **Upper House, Pound Lane, Wenvoe** No objection
Proposed two- bedroom bungalow

Applicant: Mr Roger Bentley

Wenvoe Community Council
RECEIPTS LIST

8 May 2025 (2025-2026)

Voucher Code	Date	Notes	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1 WCC Hall Hire	01/04/2025		Wenvoe Community	CR 5000B2	Wenvoe Community Centre Ha	Babie Miah	X	52.30		52.30
2 WCC Hall Hire	04/04/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Elderflk	X	180.00		180.00
3 Cemetery - Income	08/04/2025		Wenvoe Community	BACS	Cemetery	M-S Group	X	100.00		100.00
4 VAT Refund	10/04/2025		Wenvoe Community	BACS	VAT Refund	HMRC - VAT	X		1,277.00	1,277.00
5 Outbuildings	15/04/2025		Wenvoe Community	BACS	Outbuildings	Damian Martin	X	100.00		100.00
6 WCC Hall Hire	17/04/2025		Wenvoe Community	CR 5000E3	Wenvoe Community Centre Ha	Patchwork Ladies	X	527.00		527.00
7 WCC Hall Hire	17/04/2025		Wenvoe Community	CR 5000B4	Wenvoe Community Centre Ha	Toddler Group	X	20.00		20.00
8 WCC Hall Hire	17/04/2025		Wenvoe Community	CR 5000E3	Wenvoe Community Centre Ha	Blayne Martin	X	43.00		43.00
10 Cemetery - Income	24/04/2025		Wenvoe Community	BACS	Cemetery	See Cook	X	197.00		197.00
11 WCC Hall Hire	28/04/2025		Wenvoe Community	BACS	Wenvoe Community Centre Ha	Radio Club	X	66.00		66.00
9 Precept	29/04/2025		Wenvoe Community	BACS	Precept	Vale of Glamorgan Council	X	14,444.00		14,444.00
Total								15,728.50	1,277.00	17,005.50

Wenvoe Community Council
PAYMENTS LIST

Voucher Code	Date	Pleets	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1 cleaner	04/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
7 Grounds - Cemetery	07/04/2025		Wenvoe Community	SO	Cemetery Bins	Michael Tucker	X	20.00		20.00
6 Subscriptions	07/04/2025		Wenvoe Community	CARD	Subscriptions	Microsoft 365	X	104.99		104.99
8 Equipment & Repairs - Carneta	08/04/2025		Wenvoe Community	Chq 0100080	Cemetery	Kathy James	X	60.00		60.00
2 cleaner	11/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
10 Clerk Salary	15/04/2025		Wenvoe Community	BACS	Clerk Salary	Clerk - Selery	X	1,481.17		1,481.17
9 Clerk Pension	15/04/2025		Wenvoe Community	BACS	Pension Contributions	Cardiff & Vale of Glamorgan	X	420.34		420.34
20 Building Decoration - WCC & LI	22/04/2025	17 April 2025	Wenvoe Community	BACS	Buildings maintenance & repair	Ray Charles	X	850.00		850.00
11 Electricity & Gas - WCC & Libra	22/04/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	197.69	9.88	207.57
21 Audit	22/04/2025	17 April 2025	Wenvoe Community	BACS	Audit Fees	Audit Wales	X	235.00		235.00
19 Professional Services	22/04/2025	17 April 2025	Wenvoe Community	BACS	Legal & Professional Fees	Bell & CO Chartered Buildr	S	672.00	134.40	806.40
3 cleaner	22/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
12 WCC Repairs & Renewals	22/04/2025		Wenvoe Community	BACS	Repairs & Renewals	Wenvoe Community Council	X	11.99		11.99
13 WCC Repairs & Renewals	22/04/2025	17 April 2025	Wenvoe Community	BACS	Repairs & Renewals	Jason Jones	X	250.00		250.00
15 WCC Repairs & Renewals	22/04/2025	17 April 2025	Wenvoe Community	BACS	Repairs & Renewals	Damian Martin	X	950.00		950.00
17 WCC Repairs & Renewals	22/04/2025	17 April 2025	Wenvoe Community	BACS	Repairs & Renewals	CID Electric	X	245.00		245.00
16 Hygiene Services	22/04/2025	17 April 2025	Wenvoe Community	BACS	Sundry Expenses	Cathedral Leasing Limited	S	156.00	31.20	187.20
18 Annual Servicing of Equipment	22/04/2025	17 April 2025	Wenvoe Community	BACS	Annual Safety Checks	Scott Fire & Protection Ser	S	76.30	15.26	91.56
14 Bank Charges	22/04/2025		Wenvoe Community	PAY	Bank Charges	Lloyds Bank	X	6.08		6.08
23 Electricity & Gas - WCC & Libra	24/04/2025		Wenvoe Community	DD	Light & Heat	British Gas	L	220.41	11.02	231.43
26 Subscriptions	24/04/2025		Wenvoe Community	CARD	Subscriptions	123 Rag	S	83.88	16.78	100.66
4 cleaner	25/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	45.00		45.00
24 Nil Employee/Employee	25/04/2025		Wenvoe Community		HMRC - PAYE	HMRC - PAYE	X	897.92		897.92
25 Council Tax - WCC & Library	28/04/2025		Wenvoe Community	DD	Council Tax	Vale of Glamorgan Council	X	298.60		298.60
5 cleaner	28/04/2025		Wenvoe Community	SO	Cleaner	Cleaner	X	15.00		15.00
22 Telephone & Broadband	30/04/2025		Wenvoe Community	DD	WCC Broadband	Onicom	S	72.53	14.51	87.04
Total								7,804.06	233.65	7,737.96

Payment Schedule as at 8 May 2025.

1. Ball & Co Solicitors Monies on account of legal fees re First Registration of Land	£1,000.00
2. One Voice Wales Membership 01.04.2025 – 31.03.2026 (Payment due by 30.06.2025 latest)	£ 554.00
3. 123Reg Domain Renewal – Wenvoe Online (1 year)	£12.99
4. Banner Business Solutions Cork Noticeboard for Office	£28.00
5. Joanna Howell Internal Audit	£204.55

Y Ganolfan Gynddithasol
Yr Hen Burtawi,
Gwenfô
Bro Morgannwg
CF6 6AL



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WENVOE COMMUNITY COUNCIL
COUNCIL SUMMONS

Notice is hereby given that the Annual Meeting of the above Council will be held at Wenvoe Community Library/Hub on Thursday 1 May 2025 at 6.30pm

1. To elect the Chairman and Vice Chair for the Council Year 2025-2026
2. To receive the Chairman's Declaration of Acceptance of Office and to consider approving extension to deadline for Declarations of Acceptance of Office if councillors are unable to attend 1 May 2025 meeting.
3. To confirm meeting dates for 2025
4. To receive apologies for absence
5. To receive Declarations of Interest
6. To review Committee Structures and to appoint Members to serve
 - a. Finance Committee
 - b. Health & Safety Committee
 - c. Planning Committee
 - d. Cemetery Committee
 - e. Policies Committee
7. To appoint representatives on the board of external bodies.
 - a. Wenvoe Church in Wales School Board of Governors
 - b. Vale Council Community Liaison Committee
 - c. "One Voice Wales"
 - d. WCC & WCL Liaison Committee
8. To appoint Allotment Wardens
9. Consider and approve Statement of Accounts.
10. Complete External Audit Annual Accounting Statement for year 01.04.2024-31.03.2025
11. To review and confirm the governance documents
 - a. Standing Orders

- b. Financial Regulations
- c. Code of Conduct

12. To review the Fixed Asset Register

13. To review Policies

14. To confirm the banking arrangements

Signed

**Debbie Barrett-Plows
Clerk to the Council**