

Y Ganolfan Gymdeithasol
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 21 May 2026

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

Member of the public: Sylvia Harvey, Chair Wenvoe Library

1. Apologies: None
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. Cllr J Crockford – open grounds.
3. The minutes of Council meeting held 16 April 2026 & minutes of AGM 7 May 2026 were approved and signed
4. **Public participation**
Mrs Sylvia Harvey – Presentation and proposal for the Community Open Day Saturday 3 October 2026
5. **Police matters:** Wenvoe Crime Report for the period 09.04.2026 – 13.05.2026
There were 51 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:

| | | |
|-------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Suspicious males | Ty Gwyn, St Lythans Road | Group of males sighted in the area. No offences ascertained |
| Possible Burglary | Rhiwau, Old Port Road | Security firm alerted via CCTV system, males in the area with balaclavas. No persons present after officers’ attendance. No access gained to the property |

| | | |
|---------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Males acting suspiciously | Picca Close – Harlech Road | Males seen walking around the area at 4.00am acting suspiciously. Males stopped by police and searched, nothing was found. One male arrested due to outstanding warrant |
| Damage to Vehicle | Picca Close | No CCTV or witnesses to the damage, person reporting believed it to be children playing in the street |

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

6. Planning:

New 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 | No objection |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|

Previously Reported Planning Applications

| | | |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| 2026/00023/FUL | 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 | Approved 08.05.2026 |
| 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 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 |

7. Finance and payment of accounts:

- a) 1-30 April Bank Reconciliation was approved
- b) Payment Schedule
Following discussions Council agreed the following virements:
 - i. £250.00 to be transferred to Grounds-Allotments from Professional Services
 - ii. £2000.00 to be transferred to Repairs and Renewals from WCC Building Decoration

The following payments were approved:

| | | |
|-----------------------------------|------------------------------|----------|
| Cathedral Leasing | Hygiene Services | £187.20 |
| | Annual Renewal 18.05.2026 | |
| Zurich Insurance | Annual Renewal for the | £2573.74 |
| | Period 01.06.2026-31.05.2027 | |
| | (3 year term) | |
| Michael Fisher | Internal Audit 2025-2026 | £350.00 |
| Plexus Fire & Security | Annual Maintenance -Library | £342.30 |
| Additional payment also approved: | | |
| Mr B Oliver | re walls/trees | £750.00 |
| | Twyn yr Odyn | |

The following automatic subscription renewals and Council Tax 2026-2027 were noted by Council:

| | | |
|---------------|----------------------------------------|---------|
| Microsoft 365 | Annual Renewal | £104.99 |
| | 03.04.2026 | |
| 123 Reg | Wenvoe.org.uk Domain renewal | £12.99 |
| | 26.05.2026 | |
| 123 Reg | Web Hosting annual renewal | £107.88 |
| | 06.05.2026 | |
| Council Tax | for the period 01.04.2026 – 31.03.2027 | |
| | 1 x £308.20 27.04.2026 | |
| | Followed by 9 payments @ £306.00 | |

Other projects and responsibilities:

- a. WRAC – no update – next meeting June 2026
 - b. Fly-tipping Enforcement – currently the reduction in fly-tipping remains good.
 - c. Section 6 – Environmental (Wales) Act 2016 – the plan is in place and to be published on the website.
 - d. Cemetery – Cllr P Freeman confirmed that the business plan had been submitted to The Vale of Glamorgan Council and that a meeting is scheduled to take place in the next week.
 - e. Welsh Water – Cllr J Crockford informed Council that the pressure testing from Wenvoe Mast to Port Road had passed.
 - f. Health & Safety Committee – Cllr S Milliner and Cllr R Jervis to organise a mutually convenient time to meet to discuss and carry out the Health & Safety checks on behalf of the Council.
 - g. Stone Wall – allotments – this had been completed, Cllr R Sexton informed Council that the work carried out looked very good.
 - h. WCC Carpark – Cllr S Milliner and Nicola Starke Headteacher, Gwenfo Church in Wales Primary School agreed guidelines which had been emailed to all families of the children from the Head Teacher. The guidelines to be published in the next edition of What's On – Clerk to action. Cllr S Milliner to contact The Vale of Glamorgan Council to discuss ideas to remedy the continuous parking issues surrounding the school.
 - i. WCC windows – Clerk informed Council that the repairs to the windows in the Community Centre had now been completed.
 - j. Community Open Day – Cllr J Williams asked for members of the Council to form a sub-committee along with members of Wenvoe Library to meet on Friday 5 June at 4.00pm in the library. Cllrs P Freeman, P Gaughan, J Williams, N Gater and S Milliner volunteered to form the sub-committee.
 - k. Training Plan – Cllr S Milliner informed Council about holding group training sessions to be held in the Library for Councillor training, Cllr S Milliner to liaise with all Councillors to arrange training sessions to be held online
 - l. Refurbishment of male and female toilets in WCC – work to commence Tuesday 26 May 2026 and scheduled to be completed in 10 working days.
 - m. Library licence to occupy – Cllr S Milliner informed Council that the only change was to include the use of 2 groups outside of library opening hours. Cllr J Williams informed Council that the next Library Management meeting was scheduled for Thursday 28 May 2026 for the document to be signed and then be forwarded to all Councillors & Clerk.
 - n. Councillor Co-Option – Cllr J Williams reminded Councillors of the two applicants. Following discussion Cllr R Jervis proposed Mr Christopher H Brinn be asked to join, seconded by Cllr P Freeman, unanimously agreed. Clerk to action.
 - o. Approval for additional cleaning to WCC during Toilet Refurbishment – Council agreed to any additional cleaning required during the refurbishment works to the Toilets – Clerk to monitor and record details of additional cleaning carried out.
 - p. Request by hall hirers for 3' Folding Tables – following discussion about the reason for the request along with the costs involved Cllr J Williams proposed the purchase of 6 tables, Cllr R Jervis seconded the motion, Council unanimously approved the purchase – 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:
Cllr M Harvey informed Council that he had written a personal article about the Cemetery which was to be published in the next edition of What's On.

Cllr N Gater provided Council with her apologies as she will not be available to attend the 18 June 2026 meeting due to family commitments.

12. To receive correspondence not specifically referenced on the Agenda (decisions cannot be taken in relation to matters raised under this agenda item)

None

13. The meeting closed at 8.25pm

**The next Council meeting will be held on
Thursday 18 June 2026 at 7.30pm in the Hub/Library**