

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



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

Office Tel:029 2059 1139 E-Mail: wenvoecc@googlemail.com

Minutes of Council Meeting Held on 17 July 2025

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

Before the meeting started Cllr J Williams offered Cllr Paul Gaughan and his family condolences on behalf of the Council on the recent passing of his father Mr Sydney Gaughan.

- 1. Apologies:** Cllr R Sexton and Cllr N Gater – prior 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 Co-option, Cllr M Harvey – Wenvoe Community Library Limited & Cllr Co-option
- 3.** The minutes of Council meeting held 19 June 2025 were unanimously approved
- 4. Public participation**
Cllr J Williams welcomed the Chair & Clerk of Bonvilston & St Nicolas Community Council who confirmed that they were present purely to observe the meeting
- 5. Police matters:** Wenvoe Crime/ASB incidents for the period 08.05.2025 – 09.07.2025

65 occurrences through address search Wenvoe (excluding St Nicholas/Bonvilston). This also includes Vale side of Culverhouse Cross including Cophome Hotel.

Occurrences of note:

| | | |
|-----------------------|----------------------------|---|
| ASB | Children jumping in Quarry | Left before officers attended |
| Suspicious males | Wenvoe Castle Golf Club | Unknown males with balaclavas and electric bikes seen in location |
| Criminal Damage locks | Pound Lane | No CCTV or witnesses |

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

6. Planning:

New Planning Applications

2025/00555/FUL (ANH) The Byre Farm
 Retrospective approval of temporary rural enterprise dwelling with associated infrastructure for three years No objection

Applicant: Mr Stephen Lakin

2020/00636/FUL Wenvoe Quarry, Alps
 Variation of Condition 1 – relating to period of consent of 2016/015118/FUL: Proposed recycling facility (original application date 24.06.2020) No objection

Applicant: Shaun Denny, Breedon Trading Ltd

Previously Reported Planning Applications

2025/00315/FUL 5 Wenvoe Close
 Demolition of existing garage and utility room. Erection of 2 storey extension to left side of the house Approved
 3 July 2025

Applicant: Mr Taylor Bond

2024/00543/FUL (HM)

Wayside Cottage, Dyffryn
Proposed new access gate to lane

No Objection

Applicant: Mr Paul Frost

2023/00373/OUT

Upper House, Pound Lane, Wenvoe
Proposed two- bedroom bungalow

No objection

Applicant: Mr Roger Bentley

8. Finance and payment of accounts:

a) 1-30 June were approved

b) The following payments were approved:

| | | |
|-------------|--|---------|
| Ray Charles | Outbuilding Doors | £350.00 |
| BD Roofing | Outbuilding guttering repairs (upon receipt of invoice) Original Quotation £330.00 | |

c) Finance Meeting 8 July 2025 Report to Council

1. To confirm that there were no changes to standing orders, direct debits and bank signatories since 1 April 2025:-

Direct Debits:

| | | | |
|-------------------|-------------------|----------------|----------------------------|
| HMRC | PAYE | Paid Quarterly | |
| British Gas | Light & Heat | Monthly | Gas & Electricity |
| Vale of Glamorgan | Council Tax | Monthly | 1 @ £298.60 9 @ £295.00 |
| Onecom | Broadband & Phone | Monthly | |
| Welsh Water | WCC | 6 monthly | |
| Welsh Water | Allotments | 6 monthly | |

Standing Orders:

| | | | |
|----------|---------------|---------|--------|
| Cleaner | WCC | Weekly | £45.00 |
| Cleaner | WCC | Monthly | £15.00 |
| M Tucker | Cemetery Bins | Monthly | £20.00 |

Bank Signatories:

Cllr J Williams, Cllr C Thomas, Cllr N Gater
Clerk to the Council - Online Banking access & Debit Card Holder

2. Monthly regular payments schedule signed/approved by Cllr C Thomas for period 01.03.2025 – 31.05.2025

3. Monthly bank reconciliation checks signed/approved by Cllr C Thomas for period 01.04.2025 – 31.05.2025

9. Other projects and responsibilities:

- a. WRAC – no update
- b. Fly-tipping Enforcement – Cllr P Freeman informed Council that the fly-tippers were still active but that numbers were less than prior to the signs being installed. Cllr C Thomas mentioned that during the recent Neighbourhood Watch Meeting residents pointed out the frequency of carrier bags full of rubbish along Old Port Road.
- c. Section 6-Environment (Wales) Act 2016 – Cllr P Freeman informed Council that he was currently working on the plan which would be circulated to all Councillors for discussion at Council meeting.
- d. Registration of Land & Carpark Boundary – Cllr S Milliner informed Council that no response from HMLR to date. Cllr S Milliner also updated Council with the response from the Vale of Glamorgan. Council agreed for Cllr S Milliner to continue to liaise with The Vale of Glamorgan Council.
- e. Cemetery – ongoing.
- f. Multi location meetings – Cllr P Freeman to liaise with Cllr J Williams to install projector screen to the library during August 2025.
- g. Noticeboards – Cllr R Jervis confirmed that the two replacement noticeboards would be installed during August 2025.
- h. Repairs to guttering – outbuilding – Clerk to liaise with Roofing Contractors to carry out the works.
- i. Outbuilding doors – works complete, payment approved.
- j. Welsh Water – no update – Cllr J Crockford absent from the meeting.
- k. Councillor Co-option Cllr M Harvey left the meeting following his declaration of interest to the applicant. Following lengthy discussions about re-advertising the vacancy to the wider community, i.e., on the website, What's On, Noticeboards, Cllr P Freeman proposed to defer to the 18 September 2025 meeting, seconded by Cllr P Gaughan, Council agreed.
- l. Hire of Hall – to try to help The Pole Vault Studio during financial difficulties, the Clerk asked Council if they would consider a reduction in the hall hire charge. Cllr J Williams proposed the reduction of 50% for a period of 6 months, Cllr P Freeman seconded and Council agreed a majority. Clerk to inform The Pole Vault Studio.
- m. What's On volunteers – Cllr P Freeman agreed to place the advertisement on the website in addition to the poster being displayed on all Wenvoe noticeboards.
- n. VOG Annual Assessment 2024-2025 Summary – Council noted the report. Following discussion Cllr J Williams proposed Cllr M Harvey to correspond with the Vale of Glamorgan, seconded by Cllr R Jervis – Council unanimously agreed.
- o. Health & Safety Committee – annual safety inspections - Cllrs R Jervis, S Milliner & C Thomas agreed to carry out the inspections, Cllr R Jervis to provide Clerk with Risk Assessment documents.
- p. Stone wall – allotments – Cllrs P Freeman, R Jervis & P Gaughan agreed to remove the existing wall and re-instate to keep both the tree and the wall. Also to remove the fence at Quarryman's memorial as previously agreed.

10. Ward Councillor Report – none

11. Any matters the Chairman decides are urgent – none

12. To receive reports from Chairman, Clerk and Members - The Clerk requested to purchase replacement defibrillator pads for immediate replacement when necessary. Council unanimously

approved – Clerk to action. Clerk also reminded Council of her annual leave from 28 July 2025, returning on Monday 11 August, 2025.

13. To receive correspondence not specifically referenced on the Agenda – Ward Councillor Russell Godfrey had forwarded correspondence via email in relation to The Boundary Commission discussed at Vale of Glamorgan Council meeting held on Monday 14 July 2025. This will be placed on Council Meeting Agenda of Thursday 18 September 2025. In the meantime Cllr M Harvey informally requested that the Chair seek clarification of the proposed reduction to 7 Councillors for Wenvoe Community Council.

The meeting closed at 8.35pm

**The next Council meeting will be held on
Thursday 8 September 2025 at 7.30pm in the Hub/Library**

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Minutes of Finance Committee Meeting Held on 8 July 2025 at 10.30 am

Present: Cllr J Williams (Chair), Cllr C Thomas, D Barrett-Plows Clerk to the Council

1. Apologies: Cllrs R Sexton, Mr Harvey
2. The minutes of the Finance Meeting of 8 April 2025 were unanimously approved.
3. Review of budget v actual for the period 01.04.2025 – 31.05.2025
 The net position of the income and expenditure against the current balance of the budget figures report were discussed fully. It was noted that the expenditure figures were within budget at 31.05.2025. The Clerk confirmed that the budget is now checked prior to any payment approvals to ensure that there is no overspend.
4. To confirm bank standing orders, direct debits and bank signatories:
 There have been no changes to standing orders, direct debits and bank signatories since 1 April 2025. Cllr C Thomas approved/signed the monthly payment schedule for the period 01.04.2025 – 31.05.2025.

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 Clerk to the Council - Online Banking access & Debit Card Holder

5. To review Bank Reconciliations for the period 01.04.2025 – 31.05.2025
Cllr C Thomas checked, signed/approved receipts and payments for the period 01.04.2025 – 31.05.2025.
6. VAT Return
It was noted that the VAT claim for the period 01.04.2025 – 30.06.2025 had been processed and the refund in the sum of £1,143.76 had credited the bank account on 7 July 2025.

Meeting ended 11.00am

Next Meeting - Tuesday 14 October at 12.00 noon