

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 19 September 2024

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

1. **Apologies:** Apologies were received from Cllr R Godfrey – work commitments  
Apologies were accepted by Council

**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 the meeting held of 18 July 2024** were approved and signed.

4. There was no public participation.

5. **Police Matters**

There were 50 crime incidents from 10 July 2024 to 21 August 2024. Occurrences of note were:

- a. Damage to Pheasant Pens – Burdons Farm, Wenvoe
- b. Suspicious activity – St Lythan's Road, Wenvoe
- c. Dangerous dog – Wenvoe Village
- d. ASB Smoking Cannabis – Wenvoe Alps
- e. ASB Smoking Cannabis – Wenvoe Village
- f. ASB Fire – Poundfield Farm
- g. Dog on Dog – Wenvoe Village
- h. ASB Thefts – Culverhouse Cross Retail Park

## 6. New Planning Applications

2024/00678/HR

**Various locations in Wenvoe**

Partial removal of 16 hedgerows, located near Wenvoe

No objection  
**Approved 05.09.2024**

Applicant: Mr Jack Blackburn

2024/00688/PND (ANH)

**Wenvoe Quarry, Alps Quarry Road**

No objection

Demolition of Wenvoe offices

Applicant: Breedon Trading Ltd

**03.09.2024**

**VOG confirmed that prior approval is not required as to the method of demolition and the proposed restoration of the site.**

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2024/00679/FUL (MK)

**Ruthglen, 11 St Andrews Road**

No objection

Extension (re-submission of plans previously Passed by VOG as permission has expired)

Awaiting decision

Applicant: Mrs Julia George

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2024/00710/FUL (WG)

**17 Picca Close, Wenvoe**

No objection

Proposed conversion of part of the existing garage into gymnasium at floor level and construction of a roof dormer with Juliet balcony to form games room at first floor level.

Applicant: Mr Brett Collins

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2024/00697/FUL (GW)

**Northcliff Rise, St Lythans Road**

No objection

Removal or variation of a condition, condition 2 (plans) and 7 (Occupation/Use) of

2020/00018/FUL Single storey tractor and Machinery garage, gymnasium and log store

Applicant: Mr Peter Ryland

**Application withdrawn  
07.09.2024**

## **Previously Reported Planning Applications**

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2024/00447/FUL (TN)

**9 Walston Road**

No Objection

Extension with pitched roof to the existing

**Approved 08.08.2024**

Property on one side of the house

Applicant: Ms Susan Hoddell

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2024/00489/FUL (TN)

**Woodview, 7 Church Rise, Wenvoe**

No Objection

Proposed detached car port

**Approved 23.07.2024**

Applicant: Mr John Wild

2024/00543/FUL (HM)      **Wayside Cottage, Dyffryn**  
Proposed new access gate to lane  
Applicant: Mr Paul Frost      No Objection  
Awaiting decision

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

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2023/00373/OUT      **Upper House, Pound Lane, Wenvoe**  
Proposed two- bedroom bungalow  
Applicant: Mr Roger Bentley      No objection  
Awaiting decision

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2021/00075/FUL (ANH)      **Land West of St Lythans**  
Two livestock buildings with access from highway  
Applicant: Mr John Crockford      No objection  
Awaiting decision

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

- a. 1 – 31 July 2024 and 1 – 31 August 2024 were approved
- b. Payment schedule – approved payments:-
  - John Crockford – Grounds Contract      -      £1473.60
  - Vale of Glamorgan – Dog Bins      -      £1848.34
  - Audit Wales – Audit fees 2021/2022      -      £1,500.00Additional payments also approved:-
  - SLCC annual membership      -      £ 200.00
  - Armstrong Masonry – War Memorial renovation      -      £5970.00

**8. Other Projects and Responsibilities**

- a. WRAC – Cllr P Freeman informed Council of matters that had been discussed at the recent WRAC meeting held on 5 September 2024 to include fly-tipping, Great Glamorgan Way progress.
- b. Outbuildings – the second outbuilding has been rented out as at 1 October 2024. Chair thanked Cllr R Jervis & Cllr P Gaughan for the supply of pallets for the second outbuilding.
- c. Registration of land – ongoing
- d. Conifer Hedge – Council agreed to temporary barriers to be used in WCC carpark to allow for the hedge to be trimmed back.
- e. Quarryman’s Memorial & Toposcope Stone – Council agreed that the Toposcope Stone to remain in current position and that the fence be reinstated to prevent access for vehicles to park on the site.

- f. Asset Register – ongoing. It was noted that the Chain of Office needs to be valued - Cllr J Williams to action. Due to the poor condition of the current Chain of Office, Cllr C Thomas and Clerk to obtain costs for a new Chain of Office and circulate to all Cllrs prior to next meeting.
- g. Allotments – It was agreed that non-refundable deposits following relinquishment of tenancy of an allotment be used to pay for the clearing of the plot. Wenvoe Beavers enquiry in relation to Council allowing the plot free of charge – Clerk to contact Beavers Leader for further information.
- h. Cemetery – ongoing
- i. Defibrillator – ongoing
- j. Glenburnie Lodge – Cllr M Harvey proposed that Councillors cannot act as representing the Council without Council first resolving the authority to do so, except for the Chairman’s authority to act on behalf of the Council. Cllr S Milliner seconded, this was unanimously agreed.
- k. Policies - following the recent Policies meeting to discuss the following policies:-
  - i. Equality & Diversity Policy
  - ii. Concerns & Complaints Policy
  - iii. Expenses Policy & Claim Form
  - iv. NALC Lone Working Policy
  - v. NALC Sickness Absence Policy
  - vi. Freedom of Information Requests

All policies were adopted by Council plus Code of Conduct and Standing Orders. Additional policies will be discussed at next Policy meeting.

- l. Remembrance Sunday – Cllr P Freeman to check equipment i.e., speaker/microphone to ensure they are in working order in readiness for Remembrance Sunday.
- m. The central handrail to steps to War Memorial. Following the Clerk being unsuccessful in obtaining the three quotations, Chair authorised the placing of the order for the works to be carried out before Remembrance Sunday 2024, the majority of Councillors also agreed to this via emails prior to the placement of the order. It was agreed that Cllr R Jervis will carry out the readings on behalf of the Council.
- n. Multi location meetings - Cllr J Williams pointed out that this is a statutory requirement and as such needs to be implemented as soon as possible and proposed that Council purchase a new laptop, camera and projector screen and supply the installation of the projector that the Library have recently purchased. Cllr R Jervis seconded and was unanimously agreed.

**9. Any Matters the Chair decides are urgent**

None

**10. To receive report from Chair, Clerk and Members**

Cllr J Williams updated Councillors in relation to the painting works to the fascia boards to the community centre and that compliments had been received from Wenvoe residents.

**The meeting closed at 9.12 pm**

**The next council meeting will be held on**

**Thursday 17 October 2024 at 7.30 pm in the Hub**