

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 THE  
WENVOE COMMUNITY COUNCIL MEETING

Held on Thursday 16 December 2021

Via Zoom

**PRESENT:** Cllrs. R.Sexton, (Chair), I. Moody, K.Jones, J. Bird , D. Oliver, C.Thomas, R.Tanner, C Frost, M. Harvey, M. Tucker J.Williams,  
Clerk - C.Harlow

<b>1</b>	<b>APOLOGIES FOR ABSENCE</b>
	Cllr. J. Bird
<b>2</b>	<b>DECLARATIONS OF INTERESTS</b>
	All matters relating to Wenvoe Community Library Ltd by Cllr Williams and Cllr Harvey
<b>3</b>	<b>APPROVAL OF MINUTES</b>
	The minutes of the Council meeting held 18 <sup>th</sup> November 2021 were approved.

4 POLICE MATTERS			
		Crime	No of incidents reported
	Wenvoe , St Lythans & Twyn-yr-Odyn	Violence and Sexual Offences	1
	Wenvoe , St Lythans & Twyn-yr-Odyn	Anti-social behaviour	1
	Wenvoe , St Lythans & Twyn-yr-Odyn	Criminal Damage and arson	1
	Wenvoe , St Lythans & Twyn-yr-Odyn	Theft	1

5 PLANNING APPLICATIONS					
<b>New planning applications referred for consultation:</b>					
<a href="#">Application</a>	<a href="#">Location and Proposal</a>	<a href="#">Applicant</a>	<a href="#">WCC Comments</a>	<a href="#">Decision</a>	<a href="#">Decision Date</a>
<a href="#">2021/01604/FUL</a>	<b>20, Tarrws Close, Wenvoe</b>	Mr. Lee	No Objection		
	Build 1 no. bedroom with ensuite over existing garage, with extended balcony, on side elevation				
<a href="#">2021/01648/FUL</a>	<b>Great Hamston Farm, Dyffryn</b>	Sim Lamb	No Objection		
	Replacement garden room with associated works				
<a href="#">2021/01638/FUL</a>	<b>1, Stone House, Dyffryn</b>	Iain and Fiona Hammett	No Objection		
	Two storey side extension with Juliette balcony. Re-configuring of roof to existing rear extension complete with canopy. New entrance location complete with porch. Existing external finishes upgraded, changes to fenestration				

**Previously reported planning applications and updates:**

<a href="#">Application</a>		<a href="#">Applicant</a>	<a href="#">WCC Comments</a>	<a href="#">Decision</a>	<a href="#">Decision Date</a>
<a href="#">202/01470/FUL</a>	<b>Goldsland Farm, Wenvoe</b> Outbuilding for private gym and summer house	Jessica Reader	As previously reported	Under enforcement investigation	
<a href="#">2021/01425/FUL</a>	<b>14A, Walston Road, Wenvoe</b> Demolition of existing attached garage, utility area and W.C and replace with a single storey extension comprising of home office with W.C, gym/hobby room and storage room	Mr & Mrs Webster	As previously reported	APPROVED	
<a href="#">2021/01449/CAC</a>	<b>Coedhirion, 8, Walston Road, Wenvoe</b> Full demolition and replacement dwelling	Mr Jonathan Thomas	No Objection	WITHDRAWN	
<a href="#">2021/01293/FUL</a>	<b>Countisbury, St. Lythans Road, St. Lythans</b> Demolition of existing garage. Proposed 2 storey side and rear extensions	Mr J Punter	No Objection	APPROVED	
<a href="#">2021/01166/FUL</a>	<b>Whitegate, Old Port Road, Wenvoe</b> Proposed two storey rear extension	Mr and Mrs Wheadon	As previously reported	Awaiting Decision	
<a href="#">2021/00904/FUL</a>	<b>Land at St Lythan's Farm, St Lythan</b> Proposed change of use of land to provide caravan storage (use class B8)	Mr J Morgan	As previously reported	APPROVED	14/12
<a href="#">2021/00776/FUL</a>	<b>121, Picca Close, Culverhouse Cross</b> Extend kitchen at ground floor and extend the bedroom above to enlarge the bedroom and introduce a new ensuite	Miss Davies	As previously reported	APPROVED	
<a href="#">2021/00773/OUT</a>	<b>Land South of Pound Lane, Wenvoe</b> Proposed development in outline for up to 3 residential dwellings	Mrs Llywela Evans	REVISED PLANS 3/9/21	Awaiting Decision	
<a href="#">2021/00694/LBC</a>	<b>10-12, The Old Rectory, Old Port Road, Wenvoe</b> Proposed replacement of all existing windows	Mr Daniel Stubbs	As previously reported	Under enforcement investigation	
<a href="#">2021/00693/FUL</a>	<b>10-12, The Old Rectory, Old Port Road, Wenvoe</b> Proposed replacement of all existing windows	Mr Daniel Stubbs	As previously reported	Under enforcement investigation	
<a href="#">2021/00075/FUL</a>	<b>Land West of St. Lythans</b> Two livestock buildings with access from highway	Mr John Crockford	As previously reported	Awaiting Decision	
<a href="#">2020/00831/FUL</a>	<b>Wenvoe Quarry, Alps Quarry Road, Wenvoe</b> Proposed continued implementation of planning permission No. 1999/00957/FUL without compliance with condition No. 2	Shaun Denny	As previously reported	Awaiting Decision	
<a href="#">2020/00636/FUL</a>	<b>Wenvoe Quarry, Alps Quarry Road, Wenvoe</b> Variation of Condition 1 - Relating to period of consent of 2016/01518/FUL Proposed recycling facility	Shaun Denny	As previously reported	Awaiting Decision	
<a href="#">2020/00390/EAF</a>	<b>Wenvoe Quarry, Alps Quarry Road, Wenvoe</b> Proposed Non-Compliance with Condition 3 and Condition 12 of Planning Permission 3571 to allow existing operations to continue until 31st December 2028 and to update the regulation of blasting.	Shaun Denny	As previously reported	Awaiting Decision	

<b>6</b>	<b>FINANCE AND PAYMENT OF ACCOUNTS 2021/2022</b>			
(A)	Consideration was given to the Cash Book detailing receipts and payments since that reported to last Council, balance brought forward £180475.21 and end balance £7773.64 Main expenditure was Library Building completion invoice <b>Council Accepted</b>			
(B)	VAT for Library to be recovered. Clerk advised submission has changed online following Brexit and she asked for help to submit. Council suggested Clerk contacts VoG council finance department for advice. Cllr Harvey raised that the council would be in financial difficulty if this isn't reclaimed soon. Precept is due at the end of this month so we'll remain in credit whilst Clerk is sourcing help with recovering VAT			
<b>7</b>	<b>Capital Projects - Library</b>	<b>ACTION</b>	<b>BY WHOM</b>	<b>COMPLETED Y/N</b>
	Disabled access – Email advice received from VoG council advising we are required to install accessibility for disabled people where needed under the Disability & Equality Act. Cllr Oliver is going to make further enquires with VoG Building Regulations.	Resolution needs to be found and Chair cc'd into correspondence	Cllr Oliver	N
	Single sink had been installed instead of double sink so WCC purchased and installed double sink .Library has purchased a freezer	Reclaim costs from S106	Clerk	N
	Telephone – Openreach agreed we should be able to remove the overhead line. Cllr Oliver contacted 'Onecom'	Chase Onecom	Cllr Oliver	N
	Handrails – Not Started at present	Obtain quotes	Cllr Oliver	N
	Coat hooks – No purchasing, will use 'command' hooks.	N/A		Y
	Toilet Roll holder – Purchased	Installation arranged	Clerk	N
	Amended Licence Letter – sent to Alan French, still awaiting receipt	Ask Alan to return letter	Cllr Williams	
	Fire Door and blind – J. Tabor in process of obtaining quotes	Update on situation	Cllr Williams	
	Official reopening update – Still sourcing guest. Plaque will be discussed and suggestions will be given to WCC	Ongoing	Library Sub Group	
<b>8</b>	<b>Other Projects and Responsibilities</b>	<b>ACTION</b>	<b>BY WHOM</b>	<b>COMPLETED Y/N</b>
(A)	Maintenance Contract – Condition of CC building deteriorating. Cllr Oliver raised establishing a maintenance contract to maintain the CC. Cllr. Oliver has made initial enquiries with 'Ball Associates'. More information is required and the Chair reminded all that the new elected Council would be working with this contract if agreed.	Obtain 3 quotes from firms.	DO	
	Sourcing of Grants was raised as an alternative to a maintenance contract" should read <i>Council should investigate availability of grants, particularly to fund maintenance of high cost items, eg. the doors and windows.</i> RS and CF agreed to seek advice.	Take forward	Chair & Vice Chair	

	Windows – at least £30k – 3 quotes received	Send to Clerk	Cllr Oliver	
(B)	Benches – Confirmation requested by the Clerk whether she can proceed with the installation of the benches and noticeboards as JC has been storing these for a few months whilst we are waiting on VoG to make a decision. Funding agreed.	Confirm to JC	Clerk	
	Biodiversity Project – Forward to Wildlife Secretary S. Hoddell and request to complete and return to clerk	Send to Wildlife secretary	Clerk	
(D)	VoG Annual Delivery Plan – Councillors to submit individually	Complete survey	Cllrs	
(E)	Green Routes Project –Heritage Lottery Funding to plant 7 trees. Suggested to tie this in with the Queens Jubilee.	Contact Transport for Wales	Clerk	
(F)	Elected members survey - Councillors to submit individually	Complete survey	Cllrs	
<b>9</b>	<b>Any matters the Chairman decides are urgent</b>			
	N/A	N/A	N/A	
<b>10</b>	<b>Health and Safety</b>	<b>ACTION</b>	<b>BY WHOM</b>	<b>COMPLETED Y/N</b>
	Library - Weekly checks, annual checks. Clerk raised H&S Responsibilities – WCC responsible for the maintenance of building and annual H&S Checks. Fire Alarm Check – Clerk has been shown how to carry out H&S Reps and Public Liability for Library Emergency Lighting	N/A	Chair	
	Meeting to be arranged between WCC H&S committee and appropriate people from the new build (Wenvoe Community Hub) to define responsibility for the various H&S checks for the Hub.	Send to Clerk Key to be sourced from contractor To be carried out	N/A	
	Fire Risk Assessment	Additional meeting to be arranged	Library Directors Cllr Oliver Cllr Williams	
		In progress	Cllr Oliver	

	Recent vandalism caused by person on roof. Repair cost £400. Slates x 6 replaced.  Storm Arwen damage to bench on the green next to the War Memorial.  Base of Tommy soldier next to War Memorial rusting	Insurance company to be contacted  For attention  Forward to January WCC agenda	Clerk  Cllr Tucker	
<b>12</b>	<b>To receive reports from Chairman, Clerk and Members.</b>		<b>BY WHOM</b>	<b>COMPLETED Y/N</b>
	(1) Hedge – Advised resolution was to put hedge back to boundary line to neighbour during telephone call. Neighbour requests this in writing. Letter to be sent confirming decision is to cut the hedge back to boundary line. All agreed. (2) External cigarette boxes to be removed from the CC site to deter vandalism (3) Only 1 Lamp post remaining in Walston Close. Very dark and si a potential falls risk. (4) Tree debris Rectory Close – VoG hasn't returned to remove rest of debris from recent weather conditions (5) Continuing slippage of embankment on Old Port Road corner of Rectory Close raising ongoing H&S concerns, previously raised on several occasions with VoG who advise it's the homeowner's issue not VoG and embankment is safe. (6) Look at replacing stone pathway in War Memorial green as becoming muddy due to increase in people using the Green	Draft letter  Remove Report to VoG  Contact VoG  Photos to be taken and forwarded to people involved  Source quotes	Cllr Harvey will draft and send to Chair Cllr Moody Clerk Clerk  Cllr Tucker  Clerk	
<b>13</b>	<b>Council correspondence and communications</b>	<b>ACTION</b>	<b>BY WHOM</b>	<b>COMPLETED Y/N</b>
	Email received from resident regarding a memorial Bench – Council confirmed they had agreed she can place it there but WCC are not responsible for it. The bench was placed in 2009 and the resident has been maintaining it. Source insurance confirmation whether or not we can claim excess and increase in premium before making a decision.  Email received requesting Council supports JC Application – WCC noted and confirmed application already supported  Additional resident concerns regarding the new fencing at Whitehall Farm on Cart Road/Bridle Path 52 and Public Footpath 26	Contact Insurance to see if covered  N/A  Contact VoG	Clerk  N/A  Clerk	

**MEETING CONCLUDED**

**Next meetings of Council: January 20<sup>th</sup> 2022, 7.30pm.**

**SIGNED \_\_\_\_\_ CHAIRMAN. DATE \_\_\_\_\_**