

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 16 June 2022

Present :

Cllr J Williams (Chair), Cllr M Harvey, Cllr R Sexton, Cllr R Tanner, Cllr R Godfrey, Cllr C Thomas. Guest: New PCSO Rhianne Davies

1. **Apologies :** none
2. Interests were declared by Cllr M Harvey and Cllr J Williams with regards to the Wenvoe Community Library Ltd and Rhiannon Tanner with regard to the Co-Opt of Councillors.
3. The minutes of the council meeting held on 19 May 2022 minutes were approved. Cllr Godfrey proposed and Cllr Harvey seconded.
4. **Police Matters:** New PCSO (Rhianne Davies) attended, advised on recent crime incidents, discussed Community Speed Watch and provided information leaflets to be placed on WCC Notice Boards. (Clerk to action).
5. **Planning updates:**
 - a) Construction site on Port Road - Proposed removal of dead tree on site
- No objection
 - b) Springfield Cottage, 35 Old Port Rd - Proposed removal of dead silver birch tree
- No objection
 - c) 66 Burdons Close, Wenvoe - Conversion of double garage into habitable space
- No objection

Addition:

Aldi Store, Culverhouse Cross, change of delivery times - Cllr Godfrey advised that he has put in an objection in due to noise issue and the proximity to local residential houses.

6. Finance and payment of accounts:

- a) Cashbook: shared and approved
- b) RPW – appeal on going
- c) One Voice Wales membership renewal
Cllr Harvey moved and Cllr Thomas seconded. (Clerk to action)
- d) Purchasing of office stationery/cleaning materials – Cllr Godfrey to provide details of MCM Office Supplies to enquire about setting up an account. Cllr Harvey approved in principal re the set-up of a business account. Clerk to make enquiries with Lloyds Bank once added to the mandate to order a debit card.

7. Capital Projects: Library directors to attend July meeting.

8. Other projects and responsibilities:

- a.) Standing orders review – deferred to October meeting.
- b.) Co-Opt of new Councillors - Paul Freeman to be invited to join - Chair proposed, Cllr Sexton & Cllr Tanner seconded. (Chair to action).
Phil & Lee Tanner – Chair advised she had asked for further details with no response to date of meeting. Chair proposed defer decision on Tanners Cllr Harvey seconded.
Chair proposed to defer advertising Councillor vacancy & Tanner application to September 2022, post summer holidays, supported by Cllr Harvey. Cllr Godfrey proposed revisit July 2022.
Cllr Thomas made final point i.e. re-advertise vacancy on Wenvoe Forum.
Cllr Sexton proposed re-advertise asap, Cllrs Godfrey & Tanner seconded. It was unanimously agreed to re-advertise asap. It was noted however that Cllr Harvey was not a fan of using social media.
- c.) Annual report – Chair proposed acceptance Cllrs Harvey, Tanner, Godfrey, Thomas & Sexton unanimously agreed. Cllr Thomas put forward point re forward planning, targets i.e., windows, training, patio etc.
- d.) Old Blacksmith Anvil & Vice – Cllr Harvey raised concerns about safety issues/land ownership – deferred to July meeting
- e.) Tarrws Field – it was agreed to refer the papers to the owners – Wenvoe Estates (Cllr Godfrey to action).
- f.) Windows – Firstly planning department to be contacted in regard to materials allowed/recommended to be used for replacement of windows (Chair to action). Three quotations for works to be obtained prior to appointment of contractor. Research to be carried out whether there are any grants available. Deferred to future meeting.

- g.) Woodland Creation – Silviculture – All Cllrs happy for this matter to be passed to Mike Tucker.
- h.) Keys to WCC review – it was identified that the current Councillor keyholders are:
 - Chair Williams – Chairman keyholder
 - Cllr Harvey – Vice Chair keyholder
 - Cllr Godfrey – currently hiring small meeting room
 - Cllr R Tanner – currently supervising Toddler Group
- i) New Defibrillators & Training – investigate whether battery operated ones are available. WCC Housing unit to be measured due to poor condition and difficulty in accessing current Defibrillator situate WCC (Clerk to action).
- j) Patio update – Further to Councils’ decision on 2 March 2022 (Special Meeting) to provide a patio at ground level (9 in favour 0 against), and further to Councils’ decision on 17 March 2022 to await a report from Ball & Co to bring costs to Council before proceeding (Action by Chairman).

The Council considered and discussed the report of Ball & Co giving budget costings and a design.

Councillor Harvey proposed Council order the works to proceed, Councillor Thomas seconded, there were 5 votes in favour and 1 against.

Resolved to proceed with the works and issue such an instruction to Ball & Co.

Cllr Harvey proposed Ball & Co manage and deliver project. Cllr Thomas moved to carry on with the project. Cllr Godfrey pointed out that windows were a priority and that the patio works should be deferred until the windows had been replaced. Chair pointed out that there were more than sufficient funds for both projects to be carried out. Cllr Harvey proposed Ball & Co to proceed, Cllr Sexton seconded. A vote was carried out with majority vote for the works to go ahead with the exception of Cllr Godfrey who opposed.

9. **Any other matters:**

Training Clerk & Councillors – Chair advised that if Cllrs wished to apply to participate in training courses to contact the Clerk. Clerk to enquire with VOG as to whether there are any free training courses in relation to her position of Clerk to the Council.

Twyn-yr-Odyn Playing Park – replacement of goalposts – Cllr Godfrey to action. Chair to make enquiries as to whether there are any grants available for outdoor children activities.

Notice Boards WCC & Brooklands Terrace – both noticeboards are in need of repainting/varnishing (Cllr Godfrey to action).

Annual WCC Accounts – to be signed off. Cllr Godfrey proposed and Cllr Sexton seconded.

10. **Health and Safety :**

- WCC – Fire door and main hall door glass, Fire Exit in Kitchen – RG ordered ongoing.
- Fire Risk Assessments – Three contractors were considered. Cllr Godfrey proposed PASS all Cllrs seconded unanimously. Cllr Godfrey to contact PASS to arrange date for Fire Risk Assessments to be carried out.
- Door lock to small meeting room – Clerk to contact local Locksmiths to obtain quotations to rectify and to be discussed at July meeting.

11. **To receive reports from Chairman, Clerk & Members:** There were no reports.

12. **Council correspondence and communications:** Correspondence from Katharine Cannan, Minister for Finance, Welsh Government and Alun Cairns, MP for the Vale of Glamorgan were duly noted.

Meeting closed: 9.30 pm

Next WCC meeting : July 21 @7.30pm