



WENTLOOGE COMMUNITY COUNCIL
Serving the Communities of St Brides and Peterstone
clerk@wentloogecommunitycouncil.co.uk



MEETING OF WENTLOOGE COMMUNITY COUNCIL

TUESDAY 9TH September 2025 1915 HOURS

ST BRIDES VILLAGE HALL

MINUTES

Please note change of date due to availability of Cllrs

Present:

Acting Chair, Cllr Clatworthy

3 Members of the public

Cllr Foster

Cllr Turner

Cllr Farrugia

Cllr Lovejoy

Clerk Nikki Malpas

Apologies/Declaration of Interest 5 mins

Apologies from Cllr Picton. Ward Cllrs and Gwent Police due to conflicting meetings.

Minutes 5 mins

Acknowledge the Minutes of the meeting held 15th July at St Brides Village Hall. Unable to confirm due to governance issues. Cllr Clatworthy to act as Chair.

Police Matters 15 mins

No police presence but ward report from August had been circulated.

Public Participation 15 mins

- WCC welcomed a new MoP, who runs a local business.
- Reports of overnight ASB at Lighthouse Park persist, despite the installation of CCTV by Newport City Council. This is having a severe detrimental effect on residents and could now impact house prices due to the ongoing problem. The Clerk continues to submit incident details as captured by park CCTV, but no updates regarding footage from the Council's system have been received. Responsibility for the system rests with the Waste Management Department rather than Community Safety Wardens, contributing to ongoing communication challenges between departments. NCC have requested another meeting to discuss updates.

MoP praised the Council for the new Facebook page noting that it was easier to find information and also loved the new logo.

Matters arising from the minutes 5 mins

Meeting with NCC attended on 25/07/25 regarding LHP ASB. CCTV has been installed but WCC were informed it was to monitor ASB yet Clerk informed camera to be periodically monitored by Waste Management. Further meeting to be arranged.

Meeting with Ruth Jones MP was very positive. WCC now waiting for update from NCC.

Portable hearing loop has now been purchased, council acknowledged.

City Councillor Report 15 mins

Cllrs unable to attend, email update provided regarding previous issues.

- Still waiting for Welsh Water to complete work on St Peters Sewerage Scheme.
- Traffic data provided from 2023 and 2024, stating that HGVs only equated to 0.2% of traffic across the area. Residents heavily dispute this as many HGVs are witnessed using the roads daily. Clerk to send transport strategy spreadsheet to Leanne Rowlands at NCC as still no reply from traffic department.
- Lighthouse Park car park. CCTV now installed in car park but as yet has not made an impact.

Council Finances 15 mins

Examination and Payment of Accounts including reconciliation up to 31st August 2025.

Method	Payee	Description	Amount
BACS	Clerk Nikki Malpas	Wages July 54 and August 30 hours. August paid 28.08.25 due to no meeting	***
BACS	OVW	Biodiversity Training Part 2 - Cllr Turner	£21
BACS	Nikki Malpas	Portable hearing loop	£149.95
BACS	SLCC	Clerk Training	£18
BACS	OVW	Nature Management Training - Cllr Turner	£21
BACS	Newport City Council	Credit part refund for Access to Work equipment	£620.06
DIRECT DEBIT	Information Commissioners Office	Yearly Fee GDPR compliance. To be deducted 01/09/25	£52
BACS	Green &Co	Payroll Processing	£131.04
BACS	Newport City Council	Credit 2 nd Precept Payment	£7315.50
BACS	Lucy Turner	20 hours Audit preparation	***
		*** Redacted GDPR	

Matters to note or review and agree 15 mins.

Item	Detail
Confirm nonelection of officers.	WCC confirm the agreement not to elect officers following meeting with Ruth Jones MP, until 'erosion of democratic process' is resolved. Awaiting response from NCC. Clerk advised following advice from SLCC, Council not considered properly constituted without a Chair. Cllrs have requested a meeting with OVW and SLCC to discuss concerns. Cllr Clatworthy to act as

	Chair at each meeting until issues resolved. Clerk to contact SLCC and OVW.
Update from NCC on signage and planter positioning	Update in May, with the engineer for design investigations. Have since chased this up again. Email update forwarded in June. Non urgent work postponed. Clerk to chase again for a reply.
Letter to Welsh Government on waste funding	Approved. Chair to discuss with other Community Council Chairs. A meeting has not yet taken place. This item will be revisited for discussion after the Chair attends the upcoming Chairs meeting.
Update on Transport Strategy Group	WCC met on 06.07.25 to update comments and capture new information. This has been emailed to Transport department. Discuss recent sad death on B4239, speed, size of vehicles compared to road – suggestion to write to some of the local companies in regard to driving standards of lorries & reminders that covers/securing must be adequate. Clerk to chase for a reply. Clerk to send document to Leanne Rowlands and Ruth Jones MP.
Section 6 Biodiversity report	Cllrs will discuss new packages available from OVW Biodiversity team. Dates to be discussed for separate meeting to review current plan and create new one.
Digital health of community and town councils	Update from Welsh Government about the progress on digital health. Report circulated, Cllrs to read report. Further training to be given by OVW in the future.
Transition to .gov.uk email and website	WCC needs to transition to official .gov.uk email addresses and website to remain compliant. Email circulated with information. Cllrs agreed to the move. Clerk will research other Council ICT providers before committing to transition.
Review signage from Chris Harris, Living Levels	Cllrs reviewed simple country code sign that has been created by Chris to display at the gates in the car park to the coastal path at the Lighthouse car park. Cllrs approved but noted that previous signage had been posted along the coastal path.
Draft Planning (Wales) Bill	A draft Bill has been produced to begin to familiarise yourselves with the proposed plans. This will be formally introduced to the Senedd in September. Email circulated by clerk and summary provided. Council acknowledged.
Welsh Government consultation on Revisions to the Separate Collection of Waste Materials for Recycling: A Code of Practice for Wales	The consultation is to seek views on proposed revisions to the Separate Collection of Waste Materials for Recycling – A Code of Practice for Wales. Cllrs to read through consultation. Link circulated by clerk. Consultation ends 22.10.25
OVW change of constitution	Extraordinary meeting planned for 03.09.25 now cancelled. Vote will now take place during AGM on 01.10.25. This will be held in person at Builth Wells Showground not online. Cllr Turner is not able to attend due to work

	commitments. Cllrs to check commitments and let clerk know if they are able to attend.
Proposal for Twinning Partnership between Dobroslav Community(Ukraine) and Wentlooge	Request from Dobroslav community to consider twinning with Wentlooge. Information circulated to Cllrs. Cllrs agreed that Dobroslav is much larger than our community so is not likely to be a good fit. Cllr Turner had received another request from Polianytsia, who appeared to be more similar to us. Cllr Turner to communicate with representative.
Planning Aid Wales- Strategic Development Plans: A Community Guide	New guide is designed for community and town councils; community groups and individuals wanting to understand and respond to Strategic Development Plan consultations. Link to plan circulated. Council acknowledged.
Discuss availability to arrange update meeting with NCC	NCC have requested to book an update meeting with regards to the ASB at Lighthouse Park car park. Cllrs put forward preferred dates.
OVW and SLCC joint event Wednesday 12 th November.	Joint event to be held online. The theme is 'Managing a Changing Environment', this event will explore how you can navigate evolving challenges in local governance. It is open to Clerks and Cllrs. £65 per attendee. Clerk to attend.
Audit submission August 2025	Council acknowledge work of Cllr Turner to investigate previous audit figures to enable correct submission this year. Cllr Turner fed back that due to previous qualified audits, figures for this year needed revisiting. Auditors now have everything needed for 24/25.
Proposal to investigate new noticeboards.	Current noticeboards are looking quite worn and can be difficult to open/lock. St Brides noticeboard needs replacing. Cllrs to look at Peterstone to repair before replacing.
Proposal to set date for Clerk regular wages of 30 hours.	Discuss date to be set for regular 30 hours payment, additional hours to be agreed at meeting as needed to be authorised by BACS. Council to consider the options. Clerk to investigate running payroll instead of paying Green & Co due to single employee.
Acknowledge Facebook page now live.	WCC Facebook page is now live and has had an increase in public interaction. Has made it easier to convey messages and share local information. Council acknowledges the page will be useful for engagement.
Discuss water levels within the area.	Concern over water levels in the area after a very dry summer. Reports across the area of cattle crossing low or dry reens potentially causing contamination risks of herds mixing.
Fly tipping	Continued fly tipping in the area is sometimes being left for prolonged periods of time, causing risk to wildlife. Council thankful for recent installation of CCTV. Clerk to invite NCC representative to future meeting to discuss concerns.
Road repairs	Council notes that repairs outside Newton House have been completed. Council request details of further repairs be carried out and in what time period? Clerk to ask ward Cllrs to liaise with NCC.

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Planning 10 mins

Ref	Applicant	Detail	Update
25/0504	150A Lighthouse Park Estate Beach Road St Brides Wentlooge Newport NP10 8SU	INSTALLATION OF A PLATFORM LIFT AND CREATION OF APPROPRIATE LANDING AREAS FOR WHEELCHAIR ACCESSIBILITY	Delegated
21/0031	Land South Of Heol Las Stables Green Lane Peterstone Wentlooge Cardiff South Wales	INSTALLATION OF KERBING, FENCING AND ROAD MARKINGS ASSOCIATED WITH A NEW PERMANENT ACCESS ROAD AND JUNCTION TO THE SOUTH OF THE GREEN LANE OVERBRIDGE, HEOL LAS, TO PROVIDE A NEW RAILWAY MAINTENANCE ACCESS ROAD ACROSS THE GREEN LANE REEN FROM HEOL LAS TO THE PROPOSED CARDIFF PARKWAY STATION PLUS THE INSTALLATION OF AN EARTHWORK STRUCTURE TIE-IN ASSOCIATED WITH A NEW PENSTOCK WITHIN THE GREEN LANE REEN TO CONTROL WATER FLOWS	GRANTED WITH CONDITIONS

Correspondence/Consultations 15 mins

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

Meeting concluded at 22.04pm. Next meeting to be held at Peterstone Village on 21st October.

Clerk to the Council

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