



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



MEETING OF WENTLOOGE COMMUNITY COUNCIL

TUESDAY 21st October 2025 1915 HOURS

PETERSTONE VILLAGE HALL

MINUTES

Present:

Acting Chair, Cllr Clatworthy

Cllr Foster

Cllr Turner

Cllr Farrugia

Clerk Nikki Malpas

2 Members of the public

City Cllr Screen

Apologies/Declaration of Interest 5 mins

Apologies from Cllr Picton and Cllr Lovejoy and Gwent Police

Declaration of Interest signed by Cllr Turner concerning request for support from YFC.

Minutes 5 mins

Acknowledge the Minutes of the meeting held 9th September at St Brides Village Hall. Cllr Clatworthy to act as Chair.

Police Matters 15 mins

No police presence and no ward report received. It was noted that the police surgeries at Peterstone have been very poorly attended. This may now switch to St Brides or possibly on site at Lighthouse Park. At a meeting with NCC last week it was also mentioned that a new app will be available very soon to enable the public to report issues and find information more easily.

Public Participation 15 mins

- MoP wished to thank the Council for their continued support to address the issues at the Lighthouse Park and acknowledge the positive meeting with NCC last week resulting in signage being agreed to announce the forthcoming overnight closure at the Lighthouse Park car park.

Matters arising from the minutes 5 mins

NCC liaison meeting- Fly tipping was discussed minutes circulated

LHP ASB meeting with NCC very positive. NCC will be installing signage to warn of imminent overnight closure of car park.

City Councillor Report 15 mins

Cllr Screen updated

- Road repairs are being assessed by priority across the city. Partial repairs already been completed on Lighthouse Road.

- Still waiting for Welsh Water to complete work on St Peters Sewerage Scheme. Cllr Screen requested that the clerk emails Cllr Watkins to obtain further information.
- “No One Left Behind” Scheme to begin in Duffryn, highlighting that £500,000 funding to be spent on improvements on the estate.
- Lighthouse Park car park. CCTV now installed in car park but as yet has not made an impact. Overnight closure will hopefully make a difference.

Council Finances 15 mins

Examination and Payment of Accounts including reconciliation up to 30.09.25. Please note financial payments on agenda updated- SLCC £72 training changed to zero due to being awarded a bursary. Green & Co was also £0 due to payment last month and invoice sent in error.

Update from Audit Wales re 24/25 audit. WCC has received a qualified audit. Reasons given are disputed by the council. Cllr Turner to provide a response.

Method	Payee	Description	Amount
BACS	Clerk Nikki Malpas	Wages September 30 hours	***
CREDIT	Nikki Malpas	Portable hearing loop refund – returned due to being unsuitable.	£149.94
BACS	Planning Aid Wales	Cllr Turner training. Payment agreed via email due to taking place between meetings	£20
BACS	SLCC	Clerk Training	£24
BACS	SLCC	Clerk Training SLCC/OVW joint event	£0
BACS	Green & Co	Payroll services	£0
BACS	Nikki Malpas	Poppy Wreath Royal British Legion	£48.41
		*** Redacted GDPR	

Matters to note or review and agree 15 mins.

Item	Detail
Confirm Cllr Clatworthy as acting Chair.	WCC confirm the agreement not to elect officers until ‘erosion of democratic process’ resolved. Still awaiting response from NCC. WCC agree to Cllr Clatworthy to act as Chair to remain legal.
Letter from Superintendent Jason White	WCC discussed reply and meeting request to letter sent from Superintendent Jason White with regards to reports of intimidation. Meeting arranged for 05.11.25 at Peterstone Village Hall at 12pm. Clerk to invite Ruth Jones and Tom Hicks.
Update from NCC on signage and planter positioning	Email with quote provided. Boundary signs £794.12 per sign x4 Total £3176.48. WCC feel this is very expensive and request a breakdown of costs. Clerk to email department to request breakdown.

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 and Leanne Rowlands. Clerk has requested updates, Tom Hicks has also chased on behalf of Ruth Jones MP. Clerk still waiting to hear from NCC.
Consultation WG: Extend duty on local authorities to broadcast meetings.	Clerk to complete consultation on behalf of WCC.
Section 6 Biodiversity report	Council will meet on 11.11.25 to review previous plan. Report to be published by the end of the year. Cllrs to contribute to new plan. Clerk has circulated webinars and training.
Landfill Disposals Tax Communities Scheme	Council to consider applying for a grant to support new plan or apply for free packs provided by OVW or KWT.
Website and email provider quotes before transition to .gov.uk email and website	Clerk has contacted alternative ICT providers for quotes to consider possibly changing providers before transferring to .gov.uk domains. Still waiting for a quote from one final company.
Training Plan	Training plan needs to be updated. Clerk noted that only a few Cllrs had taken up training opportunities and stressed the importance of completing training as it is on Councils plan. Cllrs to consider which courses are of interest. Clerk to send most up to date training sessions.
Audit results	Discuss disappointing qualified opinion on 24/25 audit. Email sent to Cllrs stating reasons for qualified result. Cllr Turner to dispute reasons
Maintenance of defibs at both village halls	The defibs at both halls have now been transferred to WCC. Cllr Foster and Cllr Turner will be responsible for updating and maintaining them.
Request for support from YFC	Cllr Turner has requested support for YFC for their upcoming event for bonfire night. YFC are looking for support in the form of a donation and hands on volunteering on the night to support marshalling and food preparation. £100 donation agreed, to be paid before event
Payroll cancellation	Clerk has taken advice from HMRC and will now arrange payroll as there is only one employee. Notice to be given to Green & Co
Community Boundaries Consultation	Consultation will run until 23 rd November. Information forwarded to Cllrs. Cllrs will discuss the consultation at the extra meeting on 11.11.25.
Written Statement from Jayne Bryant re update on actions to support the role, governance and accountability of the community and town council sector	Work to begin in autumn on first theme: standards of behaviour. Cllrs to read statement and keep up to date with further communications

Draft remuneration report 26/27	Consultation ends 18 th November. Cllrs to read and comment if necessary.
Budget 26/27	Discuss date for full council to meet regarding budget for 2026/27. Council to discuss at meeting on 11.11.25

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	Granted with conditions

No areas of concern to note.

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 22.47pm. Next meeting to be held at St Brides Wentlooge Village Hall on 18th November. Guest speaker Saranne Phillips to attend next meeting.

Clerk to the Council

clerk@wentloogecommunitycouncil.co.uk