

CYNGOR CYMUNED DINAS POWYS COMMUNITY COUNCIL

COSAC Committee

Minutes of COSAC Committee Meeting, held in the Old Library
Wednesday 12 September 2024 at 6.30pm

Register of those Present:

Cllr A Asbrey (Chair)
Cllr D Evans
Cllr V Driscoll
Cllr K Hatton

Cllr C Franks (Vice Chair)
Cllr C Asbrey
Cllr M Phillips

Also Present

Angela Peterken (Wild About Nature Dinas Powys)
Hilary May WANDP (Wild About Nature Dinas Powys)

27. Apologies for Absence:

Cllr K Shaw

28. Declaration of Interests

Cllr A Asbrey Declared an Interest in Item 31
Cllrs D Evans and K Hatton declared an interest in Items 33a, d & e

[The Chair moved **Item 31 – Presentation by WANDP (Angela Peterken & Hilary May)** to the top of the Agenda].

The Chair Welcomed Andrea Peterken and Hilary May from WANDP to the meeting. Angela began by thanking COSAC Members for the opportunity to speak at the meeting. The presentation with a brief history of WANDP; the main reasons for creating the group in 2017 and what they do, followed by statistics reflecting, for example the reduction in species and plants and the significant loss of meadows. One of their projects is the meadow area on Dinas Powys Common. In order for meadow to be cut for hay/haylage, the ragwort has to be removed (with the help of volunteers). They expressed disappointment that the meadow area had not been cut for a second year, the weather being a significant factor and knock on effect the grass cutters work commitments elsewhere. Soil erosion and the exposure of underlying rocks is also a concern.

WANDP approached Local Nature Partnership, who would be happy to fund 50% (£1800) towards the cost of cutting the meadow (leaving the grass in piles on the common). WANDP has also approached a local farmer who, providing the weather stays fair, could cut and remove the grass next week and no cost to the Council. Members **AGREED** in principle that the farmer can cut the grass as long as they have the relevant insurance and public liability and that he contacts the Clerk in advance of any work.

Action: Angela Peterken to liaise with the Clerk

29. To Confirm Minutes held on 10 July 2024

Minutes of the Meeting held on 10 July 2024 were taken as read, and on the Motion of Cllr M Phillips and seconded by Cllr D Evans it was **RESOLVED** that the Minutes be **APPROVED** and signed by the Chair.

30. Matters Arising from Minutes

Item 25 - To consider request from Rugby Juniors to hold an Event on the Common
The event was very successful and well attended. There were no complaints received

Item 27b – Feedback from Cemetery Working Group
No further information at this time

Item 27c – Update- Quotes for removal of bank- Cemetery E Block
Still work in progress

Item 28c – Consideration for the need for further pest (rat) control
To the Allotment Rep's knowledge there had been no issues with tenants to report. His inclination is to leave it at this moment in time. It was suggested if the rats do return the Council need to act immediately. Allotment Rep to keep COSAC informed.

Item 29 -Caerleon Road Play Area – benches update
The Maintenance Manager repaired the benches in July. Unfortunately, more equipment has been vandalised. The Clerk has ordered replacement parts.

Item 33 – Installation of Notice Boards – Update
The item has been forwarded to Finance Committee for consideration. Two sites have been agreed (Vale View and Longmeadow Drive). It was suggested that a notice sign attached to the rails (No Dogs Allowed) would be a better option.

32. CRUZ Site- Update on progress of Remediation Strategy

Chair advised members, that she and Cllr M Phillips have attended a number of site visits, with Sam Dovey from VOG. The works are not yet complete. The Landscapers are yet to till the field. Grass seeding is also outstanding. The Chair has emailed Adam Sargent for an update on the seeding which is scheduled for September. Cllr C Asbrey suggested the Council request a year-long defects liability is put in place to cover any issues that may arise.
Action: Chair to liaise with the Clerk.

33. St Andrews Cemetery & Allotments

- a) Update on Grant Funding application for replacement fence between the cemetery and the allotments
Cllr D Evans advised members that the Council were successful with the grant. To help cover some of the costs towards a replacement fence, Cllr D Evans approached local wood suppliers who have agreed to contribute towards materials, enabling the entire fence at the top end of the cemetery to be replaced – with a 120cm high, feather edged fencing. The Chair thanked Cllr D Evans for her hard work in pursuing this grant.
- b) Unauthorised installation of kerbed grave stone
This item is for noting.

- c) Correspondence sent and received to 'grave owners'
The item is for noting.

The Chair suggested introducing an Annual Cemetery Inspection. Cllr M Phillips supported this idea. The Chair will consider what can be done.

- d) To consider re-numbering allotment plots
Members **UNANIMOUSLY AGREED** to re-number the allotments in preparation for the tenancy renewal in October 2025.

Action: Clerk to liaise with Allotment Rep

- e) To receive the Allotment Inspection (1st August) and 'Best Allotments 2024'
Having previously circulated details/comments of the inspection this item is for noting.

The Allotment Rep queried the process of residents being allocated an allotment and whether a 'welcome pack' could be given to all new tenants. Clerk advised that when an allotment becomes available the person at the top of the waiting list is offered it. All recent relinquishment of plots have been offered to those at the top of the waiting list. Members supported the idea of giving new tenants a 'welcome pack'.

Action: Allotment Rep to Liaise with the Clerk and Assistant Clerk

34. Dinas Powys Common

- a) Lady in tent on DP Common

The matter is to be discussed at the next Problem Solving Group meeting at VOG on Tuesday, 20 September. Members asked whether a member of COSAC could attend? It was also suggested the Clerk write a letter to the lady requesting she 'moves on'.

Action: Clerk to investigate

- b) Benches on Common – Update

All of the new benches have been installed on the Common. The Chair thanked Cllr D Evans for her work.

35. Footpaths Report / Update

- a) Update from Cllr M Phillips

The Ash Path had been cut back hard. Cllr M Phillips advised members that a local Rambler has expressed interest in acting as the Footpath's Warden for the Community Council. The Chair suggested the Terms of Reference of COSAC are changed to reflect that any reports on footpaths include both rural and urban footpaths/Public Rights of Way.

Action: Cllr M Phillips to contact Rambler and provide Clerk with contact details. Clerk to redraft Terms of Reference in preparation for the Annual Meeting of Council 2025.

- b) PROW – Extinguishment of Footpath

Members supported PROW's proposal

Action: Clerk to respond

36. Any items the Chairman has decided are urgent

There were no items the Chairman decided urgent

37. Any items Members would like to bring to the attention of the Committee

There were no items Members would like to bring to the attention of the Committee

Date of Next Meeting – 6 November 2024

Signature: Date:

DRAFT