

CYNGOR CYMUNED DINAS POWYS COMMUNITY COUNCIL

COSAC Committee

Minutes of COSAC Committee Meeting, held in the Old Library
Wednesday 8 January 2025 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
Cllr K Shaw

Also Present

Adrian Holcombe – Allotment Rep
Anne Bassett – Footpaths Warden
Angela Peterken (Wild About Nature Dinas Powys)
Hilary May (Wild About Nature Dinas Powys)

60. Apologies for Absence:

There were no apologies for absence

61. Declaration of Interests

Cllrs K Hatton & D Evans declared an interest in Item 65b

62. To Confirm Minutes held on 24 October 2024

Minutes of the Meeting held on 24 October 2024 were taken as read, on the proviso the following is added to Item 53';

'Cllr D Evans asked WANDP if they wanted to continue using the area of the common opposite St Andrews CIW School as meadow. WANDP replied they did not want to continue.'

Cllr M Phillips proposed, seconded by Cllr D Evans s that the Minutes be **APPROVED**.

63. Matters Arising from Minutes

Item 53 – to review the Management of the Community Meadow on Dinas Powys Common and, if appropriate consider alternative sites on the Common or elsewhere

See Item 62 above

Item 57 – Caerleon Road Play area – Update on damaged equipment

Cllr M Phillips spoke to the Community safety team regarding access to CCTV footage which is held in Cardiff Bay. The Council and or members of the public cannot access the footage for GDPR reasons. If the Police/PCSO's wish to access it they must make a request under the Freedom of Information Act. The procedure is time consuming.

[6.40pm Cllr Driscoll joined the meeting]

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Members: Cllrs A Asbrey (Chair), C Franks (Vice Chair), C Asbrey, D Evans, V Driscoll, K Hatton, M Phillips, K Shaw
Allotment Rep: A Holcombe Footpaths Warden: A Bassett

64. Footpaths Report/Feedback

Footpaths Warden, Anne Basset provided the following update

- Heavy rain in early December resulted in rain water running off Watery Lane and onto Sully Lane, backing up onto the road.
- Storm Bert resulted in a couple of fallen trees in Cwm George which blocked the path. Photos were sent to the Council office. Clerk reported it to PROW Officer at VOG and the Woodland Trust.
- The path between Murch Crescent and Aberdovey Close is breaking up at Murch Crescent end. Two thirds of the path has already been resurfaced.
- There is a very large hole in the road at entrance to Tesco Express in Castle Drive.
- There is also a large hole along Millbrook Heights and Eastbrook Close.
- Cwm George Footpath which leads to the golf club is very boggy. Clerk advised members this has already been reported to PROW Officer at VOG.

The Chair thanked the Footpaths Warden for reporting back to COSAC Committee

65. St Andrews Allotments

a) Allotment Rep Report

Adrian Holcombe provided the following update on the allotments.

- Storm Bert in early December caused much damage to the allotments, especially to green houses, plastic objects and sheds.
- The path which runs through the allotments is very muddy especially near the entrance. Might the Council consider putting down hard stone or gravel
Action: Clerk to investigate.
- The new allotment tenants have made very good progress on their plots.
- As previously discussed at COSAC Meetings, Tenants will need to be made aware of the renumbering of plots. Adrian Holcombe suggested the Terms and Conditions are amended to include that Tenants will be responsible for their allotment number.
- Adrian is continuing to work on a 'Welcome Pack' for new allotment tenants. Adrian also advised that he joined the National Allotment Association to ensure the advice he conveys to new Tenants is sound.
- Rodent situation. As there has been very little activity, it has been agreed to wait to see what happens this year.

The Chair thanked the Allotment Rep for reporting back to COSAC Committee.

b) To consider Allotment Fees

It was **RESOLVED** to increase the rate per perch by 10% and water supply by 10% per perch.

Action: Clerk to contact Tenants in the early Spring to notify them of all changes (i.e. re-numbering of plots, increase in allotment fees) which will be implemented at the time of the annual tenancy renewal in October 2025.

c) To schedule Allotment Inspection dates for 2025

Inspection dates to take place on the following dates at 2pm on Fridays
9 May, 4 July, 22 August, 3 October 2025 & 13 March 2026

66. St Andrews Cemetery

a) To consider Burial Board Fees

As the Chair felt that more time was needed to consider the Burial Board fees, it was proposed to set up a working group to discuss this in more detail. Any recommendations of the working group are to be brought back to COSAC Committee on 12 March 2025.

Action: Clerk to arrange a suitable date

b) To consider erecting watering can stations

It was proposed by Cllr D Evans proposed, seconded by Cllr K Hatton and **UNANIMOUSLY AGREED** by members to erect 2 x watering can stations in the cemetery; one near the entrance and a second near the water tap at the top end of the cemetery. This should eliminate the need for visitors to the cemetery to leave plastic bottles at the gravesides.

Action: Clerk to investigate

c) To consider reviewing Information & Regulations

Having previously circulated a draft copy of the (Amended) Information & Regulations it was **RESOLVED** to **APPROVE** them.

The Chair also suggested that COSAC Committee arrange an annual inspection of the Cemetery

Action: Clerk to firm up a date

67. Dinas Powys Common

Cllr A Asbrey proposed, seconded by Cllr D Evans the meadow area on the common is reduced in size as per the map circulated to all members. 6 votes to 2 were in favour of the reduction in size.

The Chair invited Angela Peterken and Hilary May of WANDP to speak.

Angela Peterken expressed her thanks to COSAC Committee. Even though the meadow area is to be reduced in size the most important area, diversity wise, lies within the remaining meadow area. WANDP will endeavour to recruit volunteers to help with the meadow this summer. WANDP are not confident they can find a farmer who can remove the hay but they will feed back any solutions that Local Nature in Partnership may be able to offer to the Clerk. Moving forward - the best option is for the current contractor to cut back the grass some time between mid-July – to mid-August. The grass would be left in situ. Some of it will be raked (approximately a third of the site every year) and left in discrete piles, including under certain trees, on the condition that enough volunteers are gathered to help. The Chair offered to volunteer to help with the Meadow and asked other members if they would like to volunteer too.

68. Cross Common

a) Bridleway update on maintenance

Following receiving an email from James Walker, Project Officer, Great Glamorgan Way at VOG Council, the Chair and Clerk met with him at Cross Common to discuss the works involved in repairing the Bridlepath, details of which were fed back to COSAC Committee at a previous meeting. James advised that some non-native species had been removed from the bridlepath. Horizon Civil Engineering have been awarded the works. The plan is to commence work early January. As yet, they have not started. This may be due to the weather.

[7.17 Cllr C Franks left the meeting]

b) To consider request to install a gate over Cross Common Land

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Allotment Rep: A Holcombe Footpaths Warden: A Bassett

A resident of Cross Common who had recently complained about horse riders churning up Cross Common, making it difficult for them to access their field, requested if they could install a gate to prevent this from happening in the future. James Walker from VOG (see Item 68a) suggested that he may be able to help source a suitable gate to prevent horses accessing this area, whilst still allowing walkers to the area. However, Cllr V Driscoll advised members that a fence has been erected. The Chair was not made aware of this, and has agreed to investigate with the Clerk and report back to Council.

Action: Clerk to firm up a date with the Chair

Having discussed the Common areas, the Chair advised Members that they intend to review the Bio Diversity Report and Actions, (which had circulated to members at a previous COSAC meeting) and give more consideration to Cross Common as it has been neglected of late and needs to be explored for its Bio Diversity potential. On a site visit last Autumn, the Chair met with Colin Cheeseman, County Ecologist and Emily Shaw from VOG who were in the process of reviewing the grassland of the Common to see if it still meets with the SINC criteria (Site of Importance for Nature Conservation).

Action: Clerk to contact Colin Cheeseman for an update on the Survey.

Clerk to add Bio Diversity Report to next COSAC Committee Agenda

69. Any items which the Chairman has decided are urgent

Chair advised members that a large tump of soil on Cross Common (deposited there by a nearby resident) had still not been removed, despite speaking to the resident in person and writing to them.

Action: Chair and Clerk to visit resident requesting they move it.

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

a) Letter of complaint from resident – regarding tractor crossing Dinas Powys Common

Clerk advised members they had spoken to R Walters, who advised that this is something he has done for 30 years. The majority of the Common is limestone with very shallow soil which is relatively firm. The only area that is rutted with tyre marks is the area opposite St Andrews Major CIW Primary School. There is every possibility this may have been caused by contractors a few years back, who were working along the perimeter of the common with heavy duty vehicles. It was suggested the Clerk explore how best to get rid of the tyre ruts.

Actions: Clerk to investigate

71. Date of Next Meeting – 8 January 2025

Signature: Date: