

CYNGOR CYMUNED DINAS POWYS COMMUNITY COUNCIL

Meeting of Full Council

Thursday, 21 May 2026 - Lee Hall – 6.30pm

Minutes of Meeting

Register of Members present

Present:

Cllr D Evans (Chair)

Cllr J Cowpe

Cllr M Cowpe

Cllr A Asbrey

Cllr L Stevens

Cllr C Franks

Cllr C Asbrey (Vice Chair)

Cllr K Shaw

Cllr C Asbrey

Cllr V Driscoll

Cllr M Phillips

Cllr S Griffiths

Cllr C Mirza-Davies

Cllr J Fanshaw

Apologies for absence

Cllrs M Hartrey & R Grigg

1. Declaration of Interests

Cllr J Cowpe declared an interest in Item 9

2. To confirm Minutes of Full Council Meeting held on Thursday, 16 April 2026

The Minutes of the Meeting of Full Council held on Thursday; 16 April 2026 having been previously circulated were taken as read. Cllr J Fanshaw proposed, and seconded by Cllr J Cowpe, it was **RESOLVED** the Minutes be **APPROVED**.

3. Matters arising from Minutes - Thursday, 16 April 2026

Item 127 (Item 115 – Parish Hall Roof – Proposal to proceed with obtaining quotes for the works

The following information relating to VAT reclaims sourced by Society of Local Council Clerks (SLCC). was circulated to all Members:

A Section 33 body in Wales (such as a Community Council) receives beneficial VAT treatment than a body who is not S33. Section 33 bodies can recover the VAT they incur on purchases made as part of their non-business activities, provided HMRC consider it 'insignificant' VAT attributable to exempt activities is considered insignificant and therefore fully recoverable, if it is:

- no more than £7,500 per annum, or
- less than 5% of the total VAT incurred on all purchases in a year

More clarity is needed regarding exemptions in relation to any works to the Halls..

Action: Clerk to continue to investigate

Item 129a – Halls Committee 31 March 2026)

To consider commissioning a plaque in memory of Dr Haydn Jones to be added to the next Full Council Agenda

Item 129d – iv – Encouraging women to engage in physical activity

Action: Cllr M Cowpe to investigate when the results of the report will be presented to Cabinet and report back to Council.

Item 134b – Dinas Powys Play Scheme

Cllr J Fanshaw is still waiting to hear back from the Play Scheme team before setting up a working group.

4. **To authorise and confirm**

a. Payment of Accounts as at 30 April 2026

Cllr J Fanshaw proposed, seconded by Cllr J Cowpe, and Council **APPROVED** the Payments of Accounts for March 2026.

b. Financial Position as at 30 April 2026

The Financial Position was **NOTED**.

5. **To receive Committees and other reports**

a. Finance & GP Committee – 13 April 2026

Cllr K Hatton provided a brief overview of the meeting. Specific attention was given to the Annual Report and the Internal Auditor's Report for the financial year 2025-25, details of which to be considered in Items 6a and 6b. Cllr K Hatton congratulated the Clerk for their work in what has been a very difficult year. Due to a recent incident in the Parish Hall, it was suggested the council consider purchasing a defibrillator for the Halls. Cllrs J Cowpe and J Fanshaw advised they could donate a wheelchair This will be added to the next Agenda.

Cllr J Fanshaw proposed, seconded by Cllr A Asbrey and Council **AGREED** that the minutes and the recommendations contained therein be **ACCEPTED**.

b. COSAC and Halls - War Memorial Working Group – 5 May2026

Cllr J Fanshaw provided a brief overview of the meeting. The general opinion of the Group was to erect a bronze plaque on the War Memorial, similar in shape and design to the existing plaques with wording/inscription which remembers the sacrifice of both women and men who fought in the two World Wars and other conflicts together with those on the Home Front who gave their all. Since the meeting further information has been sought. If the Council were to proceed, it will need to apply for Listed Building Consent from the Vale of Glamorgan Council. The cost to produce and install the plaque would be in the region of £3000. Cllr J Fanshaw also advised that some residents may wish to make a donation towards the plaque.

Cllr D Evans (Chair) advised members that she has been exploring the possibility of repointing the crazy paving on the Twyn. The advice from War Memorial grant provider is that the paving has to be original to the War Memorial. The matter is ongoing. The Chair will report back to Council with any updates.

c. Report from Councillors on meetings/training attended

Cllr S Griffiths attended the One Voice Wales Annual Meeting and suggested the Minutes of the Meeting are forwarded to all Councillors.

Action: Clerk to arrange.

d. County Councillors Report

Cllr C Franks provided an update on the issues relevant to Dinas Powys

i. Huge branch a risk to traffic

A dangerous tree overhanging Cardiff Road was removed. It is troubling that this situation has been reported to Network Rail for over two years with no action. We wonder what other trees are in in a similar situation.

ii. St Andrews Road.

The road from the church to the Westra will be closed to through traffic to allow remedial work. We have been chasing the Vale to take action for some time.

- ii. Cardiff Road
There has been some patching but really the whole of the road needs better maintenance.
- iii. Youlden House
A missing Inspection Chamber adjacent to Youden House has been reported.
- iv. Scholars Park
The Vale is to conduct a residents' survey regarding the community land at Scholars Park. However the land is still in the ownership of Barratts.
- v. Camms Corner
We have asked for environmental improvements to the areas around the shops and flats, weeds, poor pavement surfaces and dumped waste needs addressing.
- vi. Cogan lights
Further resurfacing works are due at this busy cross road junction at Penarth Road, and Cogan Hill

Anne Asbrey, Marianne Cowpe, Chris Franks

- e Management Committee Meeting – 21 April 2026 – **See PART 2 - CONFIDENTIAL**
Cllr J Cowpe provided a brief update on the minutes.

6. **Annual Return**

- a. To inform Members of the Internal Auditors visit and findings
Cllr K Hatton provided a brief over view of the Internal Auditor's Report.
Recommendations to be addressed include;
 - Consideration be given to arranging for a re-evaluation of the buildings to ensure that the Council is not under insured.
 - That the Clerk make wider use of the reporting facility within Scribe to simplify the production of budget monitoring reports
- b. To approve the Annual Return for the financial year 2026026
Cllr K Hatton proposed, seconded by Cllr J Fanshaw – it was **RESOLVED** the Annual Return for the Financial Year 2025-26 be **APPROVED**.

7. **To approve the Annual Report 2025-26**

Clerk advised the Report is still in draft form. It will be ready for approval at the next Full Council meeting scheduled on 19 June.

8. **To approve Sickness and Absence Policy (amended)**

Cllr C Franks proposed, seconded by Cllr C Mirza-Davies – it was **RESOLVED** the Sickness and Absence Policy (amended) be **APPROVED**.

9. **Dinas Pows Common – to consider request from Dinas Powys Athletic Club and associated sections to hold a Summer Fete on Dinas Powys Common on Monday, 31st August 2025**

Following a brief discussion about the event, Members UNANIMOUSLY AGREED to the event being held on Dinas Powys Common.

Action: Clerk to contact the organisers of the event – to advise children are not left unsupervised in the wooded area near the Westra nor to enter nearby fields which may have livestock in them.

10. To consider any items which the Chairman has decided are urgent

Methodist Church – Request to hold a Pet Blessing Service on a part of

Dinas Powys Common on Sunday 4 June 2025 – 1145 - 1230

Members **AGREED** to the event being held on the Common (on the proviso any mess is cleared up afterwards).

Action: Clerk to notify the Church.

11. Matters which the Chairman and other Members may wish to bring before Council

a. Parish Hall Roof

The Chair advised the Tender for the roof has now gone live on Sell2Wales.

The Chair also advised she had been invited to speak about the roof at a recent meeting of the Dinas Powys Women's Institute. They would like to hold an event to raise money for the roof.

b. AI Technology for Minute Taking

Cllr S Griffiths suggested the Clerk uses AI software to transcribe minutes of meetings.

The Clerk and some members expressed concerns over this. Acoustics and audio issues already complicate matters. More information is needed regarding the technology, equipment required including example of a legal document such as Minutes being transcribed by AI.

Action: Clerk to add to the next Full Council Agenda

c. Overgrown Trees on the grass verge alongside St Andrews Road near Merevale

Action: Clerk to contact Vale of Glamorgan

d. Up and coming events

Community Garden -Open Day – St Peter's Church - 27 June 2026

Dinas Powys Voluntary Concern Strawberry Tea – Lee Hall – 15 July 2026

Dinas Powys Voluntary Concern – AGM – Murchfield CC – 17 July 2026

e. Cleaner's Retirement

Last working day is Friday, 12th June. A small leaving do has been arranged in the Old Library for 10.30am. Everyone welcome.

f. Summer Walks

Dates and routes for this year's summer walks have been scheduled. Councillors to pin up Notice on council boards. Details can also be found on the Council's website.

12. Local Hero Awards – verbal update from the previous Chair

Cllr J Cowpe gave a short presentation for this year's awards. The council received a number of nominations which displayed the wealth and commitment made by individuals and organisations to the community of Dinas Powys. Colin Wedgwood Turner, Guy Chapman and the late Dr Haydn Jones have been chosen to receive local Hero certificates of recognition for 2026. The Local Hero certificate of recognition for an organisation was awarded to Gerd Gwyll Dinas Powys Music Festival Committee. In addition, this year, a Young Person's Local Hero Certificate has been introduced and further information will be revealed in the near future.

13. Date of next Meeting – Thursday 18 June 2026

Signature:

Date: