

CYNGOR CYMUNED DINAS POWYS COMMUNITY COUNCIL

COSAC Committee

Minutes of COSAC Committee Meeting, held in the Old Library
Tuesday 2 June at 11am

Register of those Present:

Cllr A Asbrey (Chair)
Cllr D Evans
Cllr C Asbrey
Cllr V Driscoll

Cllr M Phillips
Cllr K Hatton
Cllr K Shaw

Also Present

A Bassett Evans – Footpaths Warden

3 members of the public

1. Apologies for Absence:

Cllr C Franks

2. Declaration of Interests

Cllr D Evans declared an interest in Item 5 and Item 7

Cllr K Hatton declared an interest in Item 5

Cllr K Shaw declared an interest in Item 7

3. To Confirm Minutes held on 10 March 2026

Minutes of the Meeting held on 27 January 2026 were taken as read. Cllr K Hatton proposed, seconded by Cllr M Phillips that the Minutes be **APPROVED**.

Matters Arising from Minutes held on 10 March 2026

Item 72 – Any items Members would like to bring to the attention of the Committee

a i Eastbrook Close

Cllr M Phillips provided an update on the current situation. The main issue are the recently installed steps which have been condemned; as a result there is a conflict between Welsh Water and the contractors who have been told they must put things right. Cllr M Phillips will continue to monitor the situation.

72c Bird Boxes

Still work in progress

4. Footpaths – Warden's Report/Feedback

a. Unfinished works at Eastbrook Close/Celtic Green – s

A photo of the mats covering the area was circulated to all members. The mats covering the 'hole' which have been in situ for many months are beginning to wear out due to cars driving over them.

Action: Clerk and the Chair to both write to VoG, asking when they plan to repair the pavement.

[11.10 Cllr K Shaw joined the meeting]

b. Mill Field

The footpath running alongside Mill field is covered in nettles

Action: Clerk to contract PROW

COSAC Committee – 2 June 2026

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

5. St Andrews Allotments

a. Allotment Rep's Report

Observations made by the Allotment Rep were circulated to all Members.

b. Allotment Inspection

Details of last inspection was circulated to all members. The next allotment inspection has been moved to Friday 19 June at 11am

Action: clerk to amend notice at allotment site

c. To review and amend the Terms and Conditions of the Tenancy Agreement

A discussion took place over the height and type of fruit trees suitable for the allotments. It was **RESOLVED** to amend item 7d of the Terms and Conditions to include the following:

*'To ensure fruit trees remain at a manageable size, only dwarfing root stock fruit trees should be planted on the allotment site. They should not exceed **2 meters in height**. Fruit trees and bushes must not be planted within one meter of – nor hang over or encroach upon - paths, fences or neighbouring allotments'.*

6. St Andrews Cemetery

a. To approve Risk Assessment for St Andrews Cemetery

Having circulated a draft copy of the Risk Assessment to all Members, it was suggested this item is added to the next COSAC Agenda to give Members time to read through the document and feedback with any observations they may have.

b. Memorial Inspection – verbal update

Still work in progress

7. Seel Park – Tender process – verbal update

Cllr C Asbrey advised Members that VOG are still working on the Tender Documents. Heads of Terms cannot go ahead until the Council has sight of the documents.

8. Cross Common

a. Horse riding issues

Members of COSAC met with three members of the riding community at Cross Common which was very productive. During the meeting it was agreed not to give permission to horses to ride on the Common to the right of the Bridlepath. It was also discussed that members of the horse riding community would arrange for volunteers to help clear a track through the area to the left of the Bridlepath into woodland, at no cost to the Community Council. Members fully supported this idea.

Action: Clerk to follow through with correspondence

b. Deed of Easement

For clarity, Cllr C Asbrey has requested a meeting with a Vale Officer to discuss the matter in person. Clerk is still waiting to hear back from the Officer.

Action: Clerk to follow up.

9. Scout Field and Caerleon Road Play area – concerns over dog poo

It was suggested a relevant notice is placed on the gates of the Scout Field .

10. Tree Survey – to consider plan of action

The Clerk is still awaiting quotes for potential works for this year. The Clerk also advised the Maintenance Manager has concerns over one of the horse chestnut trees in the Scout Field and a large cherry tree in the Lee Hall garden. One of its trunks overhangs the garden next door has canker and needs removing

11. CRUZ Site – verbal update

Details from a meeting between Vale Councillors and Vale Staff were circulated to all Members. Following a discussion it was suggested the Clerk and the Chair independently contact the Vale to ask if the site could be opened for use now, as the site is looking very good following the remedial works.

Action: Clerk and Chair to contact VOG staff separately.

12. To consider a planting scheme in Dinas Powys

As Cllr C Franks was not present at the meeting, the Chair suggested this item is added to the next COSAC committee meeting agenda.

13. Christmas Tree and Lights for tree at the junction of Cardiff Road and Mill Brook Road

Cllr D Evans advised Members that unfortunately the fresh Christmas tree planted last December did not survive the move. It did however, serve a valid purpose over the Christmas period and enjoyed by residents. The options are to try planting another free tree or to erect cut tree annually. The preferred option was to erect a cut tree annually.

The solar panel lights also proved challenging. The bright lights from passing car headlights caused sensor confusion by turning the tree lights off and back on again once a car had passed. Cllr D Evans suggested mains powered electricity would be much better. The cost to install this would be in the region of £3,000. Members thought this too excessive and suggested exploring battery operated lights and or solar lights with shields to cover the panels at night time.

Action: Clerk to explore the cost of a 10ft high tree and lighting options.

Rather than leave the large planter empty, the Chair suggested it could form a part of Cllr C Franks planting scheme.

14. Any items which the Chairman has decided are urgent

There were no items which the Chairman decided were urgent.

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

a. Correspondence – Re: Parking issues in Dinas Powys.

A letter from a resident proposing a solution to parking was circulated to all members. It was suggested adding the letter to the next COSAC Agenda.

Action: Clerk to add to the next Agenda

b. Correspondence Re: Young sycamore trees along the river bank in the Scout Field

An email and photo of the said trees were circulated to all Members. As the trees do not currently pose a risk, it was suggested the they are monitored for the time being.

Action: Clerk to write to resident

16. Date of next Meeting – Tuesday, 21 July 2026

Signature: Date: