Cawood Parish Council

A meeting of the Cawood Parish Council is to be held in the Old Boys’ School on Thursday 18 April 2019 at 7.30pm, you are summoned to attend.

1. APOLOGIES for absence. The Clerk **must** be advised of any apologies (Selby 708821) and before acceptance the PC **must** approve as valid.
2. DECLARATIONS OF INTEREST in any matters on the agenda.
3. LOCAL ELECTIONS. Cawood PC election is uncontested.
   1. LCA consider it best practice for all elected on 2 May (whether having previously held office or not) to complete a Register of Interest Form. However,  pursuant to section 30 of the 2011 Localism Act; a member of a parish council must, within 28 days of becoming a member, notify the Monitoring Officer of any "disclosable pecuniary interests" (i.e. complete a Register of Interests Form). Upon the **re-election** of a member  or, as the case may be, upon the reappointment of a co-opted member, he/she must also within 28 days notify the Monitoring Officer of “disclosable pecuniary interests” **not already included in his or her register of interests.** Therefore for those re – elected there is only a requirement to complete such a form if there are any interests that have not previously been disclosed (on the Register of Interests Form) by that member.

NALC Legal Topic Note 80 – ‘Members conduct and registration and declaration of interests’ is attached to this e-mail for the council’s information and reference. Legal topic Note attached for all.

* 1. To thank the retiring Councillor.

1. VISITORS. Any visitors to the meeting.
2. POLICE MATTERS & COMMUNITY SAFETY.
   1. Sam Hutchins of the Office of the Police, Fire and Crime Commissioner for North Yorkshire is to attend.

He is interested in meeting with Cawood Parish Council & in finding out:

* The policing and crime concerns of residents – this is so we can tailor our future communication to make sure we’re delivering useful information, but also I can try to help with some of the issues
* Who are the key stakeholders, groups, community hubs etc in the local community – again this is to make sure our communication reaches the relevant people.
  1. The Local Policing Mobile Team will be at the Castle Inn on Thursday 9 May. Poster sent to all (& in Notice Board).

1. MATTERS FOR THE ATTENTION OF THE DISTRICT/COUNTY COUNCILLORS.
   1. The bin on the Garth was reported to District Cllr Cattanach & should have been emptied now. Also he reported the Cardinals Court sign to SDC.
   2. An election is to be held for District Councillor.
2. MINUTES of the March 2019 meeting for approval.
   1. To approve the minutes & Chairman of the meeting to sign the minutes of 21 March 2019.
3. MATTERS ARISING:
   1. Format of Agenda.
      1. To discuss the layout and format of the agenda.
   2. Planning Training.
      1. Report from Cllr Dickinson. Possibility of setting up a planning sub-committee. Presentation forwarded to all.
   3. Notice boards.
      1. Cllr Lloyd to report on any further information relating to the Notice Boards.
      2. PFLC has requested that the exiting notice board is placed at the pavilion.
   4. PC Website.
      1. To be a regular agenda item.
      2. Facebook Page - items for inclusion. The website has been launched.
   5. Village Parking.
      1. Cllr Dickinson to report on any response from NYCC
   6. Litter pick.
      1. The date has been changed. ***Information from Insurance******company*** *-* provided the litter pick is organised by the PC volunteers are covered under the Public Liability insurance of the council.
   7. Housing Needs survey.
      1. Results of survey forwarded to all. The Officer from SDC cannot attend the April meeting but asks for Cllrs comments. She cannot attend the April meeting but has been invited to the June meeting.
4. STANDING ORDERS. Cllrs to put forward suggestions after having received copies of Cawood SO and model SO.
5. PC ASSETS. Forwarded to all.
6. CLERKS REPORT FROM ITEMS FROM THE MARCH MEETING:
   1. Ownership of OBS. Clerk has asked if the Feoffees would give the building to the PC for the benefit of the village.
   2. Tour de Yorkshire. Clerk has asked the usual helpers to decorate the village. Bunting to be collected.
   3. Environment Agency. Clerk has asked EA about work on Church End – no response as yet.
   4. Bricks at Cawood bridge. Martin has moved the bricks.
   5. Dog Bin for Ings Lane. This has been ordered.
   6. Trees on Gill Green. Clerk has asked Jo Ryan to survey to trees, this will take place in April.
   7. BT Kiosk – Wistowgate. BT has added the Kiosk to the 2019 painting schedule.
   8. Dales Bus Service. Clerk has asked if this information be displayed in Notice Board.
   9. Trees – Broad Lane. SDC has no records of ownership Clerk has found out owner of land to next to the address & will write to him. The lower growth of the trees has been cut back.

11.10 Bank Account for CIL Money. A business bank account cannot be opened in Selby. One could be opened in York. The

PC has £176.63 of CIL to spend which SDC is holding  - this is from the development at 12 Wistowgate (2018/0565/FUL). There is no current S106 funds available.

**A Guide to the Community Infrastructure Levy (CIL) for Parish and Town Councils**  
The organisation *Planning Futures* has been commissioned by the legal team of the National Association of Local Councils (NALC), to prepare a briefing note on how the Community Infrastructure Levy or CIL, can help a local council to deliver and support local infrastructure provision.

CIL is a charge on development that came into force in 2010 (and runs in tandem with s.106 contributions).  The purpose of the CIL is to fund infrastructure to support local development.   Local planning authorities can choose whether or not to charge CIL within their area and the levy is usually collected by them.  The rate of CIL is set by the authority after consulting with their communities and developers and is tested by Independent Examination.

1. FINANCE
   1. **BILLS FOR APPROVAL**:
      1. Martin Bates Handiwork - to be advised
      2. Martin Bates Grass cutting - to be advised
      3. Sherburn Community Library Annual contribution £50.00
      4. Robina Burton Clerk’s salary
      5. Npower OBS electricity VAT £300.87 £1739.98
      6. YLCA Annual subscription £429.00
      7. Mrs L Dennon Repayment – laminator, etc VAT £2.84 £17.00
   2. **CASH RECEIVED:**
      1. Npower Xmas box – credit £619.23
   3. **HSBC Bank Statements**
   4. **PC GRANT.** Grant forms have been set to Cawood Art Club.
2. H & S MATTERS.
3. WARDENS & COMMITTEE REPS TO PROVIDE REPORTS FROM COMMITTEES:
   1. ***Cemetery:***
      1. Selby Town Council had a request for a burial of a widow whose husband was already interred & asked if double payment should be charged as the widow went to live in Scarborough. However a double plot was purchased 20 years ago so a double charge will not be made.
   2. ***Castle Garth:*** 
      1. Proposal to involve Year 6 pupils in looking after the Garth.
      2. Chicken wire on jetty needs re-doing.
      3. Garth bench.
   3. ***Playing Fields:*** 
      1. Proposal to place old Notice Board at Pavilion**.**
   4. ***Old Boys’ School:***
   5. ***Cawood in Bloom***
   6. ***Community Centre***
4. HANDY WORK. To agree work for the month
   1. To re-do chicken wire on jetty at Garth pond
   2. Schedule of handiwork
   3. Painting of benches
5. REPORTS ON HIGHWAY / FOOTPATH MATTERS.

Reply from NYCC:

* 1. The reflective verge marker posts on Church End will be dealt with and an order has been placed to replace them.
  2. The lining crew are in the area this and next week, so Rythergate markings should be provided shortly.
  3. Thorpe Lane (from the end of the resurfaced section to Cardinal Close) was not surfaced during the crossroads works because the funding was for the crossroads only. The Highway Officer will look at the condition of the road to see if a scheme (funding) can be found.
  4. The steps at the Church will be investigated and appropriate action taken.

1. PLANNING MATTERS:
   1. ***Applications:***
      1. **2019/0343/HPA** Proposed reroofing, installation of 2 dormer windows, 3 conservation roof lights, 3 new windows and the blocking up of 1 existing window at Maypole Farm, 14 Wistowgate, Cawood.
      2. **2019/0154/COU** – Retrospective change of use of dwelling to 1No HMO with 9 lettable bedrooms and owner’s accommodation (apartment 1) and apartment 2 to change of use of domestic to 1no self contained holiday let apartment at Roydon Lodge, Broad Lane, Cawood. **PC had NO OBJECTION.**
   2. ***Approvals***
2. CORRESPONDENCE
   1. Clerks & Councils Direct. This has been placed on agenda again. (No subscription is paid.)
3. ITEMS FOR NEXT MONTH’S AGENDA.

### Robina Burton

PARISH CLERK

12 APRIL 2019