MINUTES OF THE MEETING OF THE CAWOOD PARISH COUNCIL HELD IN THE OLD BOYS’ SCHOOL ON TUESDAY 9 JANUARY 2018 AT 7.30PM

MEMBERS PRESENT: Mr R Wharmby (Vice); Mrs L Dennon; Mr J Dickinson; Mr J Noott; Mrs C Shepherd and Mr M Ward.

There was one member of the public present.

1. APOLOGIES for absence were received and accepted from Mr C Luker (Chair) and Mrs S Elcock.
2. DECLARATIONS OF INTEREST in any matters on the agenda. There were none.
3. RESIGNATION. David Robinson has submitted his resignation from the PC. Cllrs were sad to receive the resignation but accepted his decision. ***Clerk to thank him for all his work.***  He has offered to continue to publish the Cardinal, Cllr Noott offered to oversee for grammatical purposes. **Action JN & Clerk**
4. VISITORS. There was one visitor.
5. MATTERS FOR THE ATTENTION OF THE DISTRICT/COUNTY COUNCILLORS.
6. MINUTES of the December had been circulated and were approved and signed as a true record by the Vice Chairman.
7. POLICE MATTERS & COMMUNITY SAFETY:
	1. Cllr Noott is reporting all illegal parking on Rythergate and Riverside Court to the police.
	2. A number of youths have been shining laser pens into cars, into houses and at people. It was agreed the individuals who have been affected should report any incidents of antisocial behaviour directly to the police
8. MATTERS ARISING:
	1. Christmas Lights. David Jones & Graham Liddle decorated the tree at the Banqueting Hall. David Jones decorated that tree near Broad Lane mini roundabout. ***Clerk to write letters of thanks to Mr & Mrs Barker Grimshaw, the residents of the Broad Lane property and thank David Jones and Graham Liddle for decorating the tree. It is believed all the Craft Festival money has been allocated .*  Action Clerk**
	2. Landmark Trust. It is understood the Trust is to fence off the grassed area in front of the Banqueting Hall, Clerk has contacted the Trust to ask if this is true. ***No reply as yet.***
	3. Environment Agency. One of the flood wardens has also been in touch with the EA but no reply. ***Clerk to write to Mark Fuller again, cc Andrew Lee, John Cattanach, Nigel Adams MP & IDB.* Action Clerk**
	4. Cawood Bridge – safety issues raised with NYCC. Reply from David Bowe - their assessment didn’t rank the risk high and the introduction of the chain and notice was to acknowledge the Parish Council concerns rather than their own assessment of the risk. The notice makes it clear that someone should not pass and to pass they would have to step over a chain.  If they are prepared to step over a chain then they can as easily step over a gate.  To make it more secure we would be in to high gates and fencing etc.  NYCC feels they have taken the necessary action to mitigate against the risk of someone accidentally accessing an area that could pose a risk. ***The Pc were not satisfied re the safety measures & stated in light of this if there was an accident / incident NYCC has to accept full responsibility***.
	5. YLCA – Data Protection. GENERAL DATA PROTECTION REGULATION (GDPR): DATA PROTECTION OFFICER – NALC LEGAL BRIEFING L10-17

The General Data Protection Regulation comes into force on 25 May 2018 and that as a result, local councils and parish meetings will be obliged to appoint a ‘Data Protection Officer’ (DPO).  The National Association of Local Councils (NALC) have produced a further legal briefing (L10-17 which is attached).  This provides more information about (i) the responsibilities of a DPO and (ii) the person appointed as DPO. The position of NALC is that most clerks and responsible financial officers of local councils cannot be designated as the DPO of the council for whom they work for reasons set out in the briefing. Consequently, most local councils & parish meetings will need to appoint an external individual or organisation as its DPO and the Associations can advise that NALC is currently work on plans to develop a national DPO service & will circulate details of that to member councils and parish meetings in the New Year. ***As the Clerk / RFO cannot act as DPO it was agreed to increase the Precept request by £1000 to cover the cost of a DPO.***

* 1. White Rose Update. ***Forwarded to all.***
	2. New Years’ Day Walk. 40 people took part in the walk which was organised by a villager. Following the walk tea and coffee was available in the Ferry Inn. ***Clerk to thank the organiser.* Action Clerk**
	3. New Year Fireworks. The PC had previously agreed to top up firework fund to £1000 and this amount was spent on the fireworks. Approximately £477 was raised at the collection on the evening. Thanks were expressed to Chris Porter and Amesica, David Hepworth, Jamie Carr, Graham Perkins and Mike Cowling. Thanks also to all the bucket shakers, The Pickled Postie for a year long collection, Graham Crerar for clearing up. Further thanks to Mike Cowling for organising and running, and the The Jolly Sailor for hosting, the fundraising quiz. £477 was collected on the evening towards next year’s display.
	4. PC Emails. To discuss - should all emails relating to PC affairs be copied to everyone. ***It was agreed in principle if the emails related to PC business***
	5. WWI. To commemorate the end of WWI. Suggestions from the White Rose Update – playing the Last Post at 6.55pm (Cllr Noott will investigate). Lighting the Beacon at 7pm. A Peal of Bell at 7.05pm (the OBS Chair will investigate). Cllr Wharmby will ask the WI about knitting poppies. It was suggested sowing poppy seeds on the mole hills on the Garth, the owner of the sheep will be asked for advice (Cllr Mrs Shepherd will enquire). Villagers may also wish to plant poppy seeds. A villager previously discovered names of the fallen not included on the plaque in the Church – the OBS Chair will speak to the villager. Relatives will have to be asked if they wish the additional names to be included in a commemoration. **Action JN, CS, RW & JH**
	6. Agendas. To discuss the feasibility of having separate monthly agendas prepared so that items could be put on in advance (either because they recur annually or as they arise) so things don't get forgotten: thought after the initial setting up, this would make things easier to manage. *Cllr Mrs Dennon suggested the Clerk prepare draft agendas for each month so avoid items being forgotten. Cllr Noott offered to prepare a Google Calendar.* **Action JN & Clerk**
1. H & S MATTERS.
	1. Villagers have stated the Garth electric fence is too close to the path & dogs have received electric shocks. The owner of the sheep is to move the fence further back.
2. WARDENS & COMMITTEE REPS TO PROVIDE REPORTS FROM COMMITTEES:
	1. ***Castle Garth.***
		1. Clerk to enquire is permission is required to carry out works to the self-seeded sycamores on the Garth. **Action Clerk**
		2. A resident whose boundary backs on to the Garth has queried his boundary. The Garth Land Registry Title Plan had been provided for all & Cllrs agreed this was the correct boundary line. ***This is a matter for the individual to pursue themselves if they so wish.***
		3. Clerk asked Jo Ryan for a price to carry out a safety inspection of the Garth trees, she is finishing a couple of projects so will send a fee quotation to undertake a tree survey shortly. ***Clerk to clarify that the trees around the perimeter and round the pond are safe.*  Action Clerk**
		4. Meeting with Keith Emerick will take place on 10 January on Castle Garth re- planting replacement trees.
	2. ***Cemetery:***
		1. The area is looking better and better.
	3. ***Playing Fields:***
		1. A PFLC meeting took place last Wednesday. Clerk to investigate including insurance of the Bowls & Tennis Clubhouses on PC insurance.**Action Clerk**
		2. To discuss Pavilion grant. ***Deferred to next meeting.***
	4. ***Old Boys’ School:***
		1. Decorating will take place during February half term. The contractor will now carry out all the decorating. Cllr Dickinson will ask all users to remove displays & notices from the walls. The contractor says the PC meeting can still take place during the week. **Action JD**
		2. Cllr Wharmby has spoken to Kidzone and padlocks will be fitted to their cupboards. The Brownies have sorted their cupboards.
		3. Quote for ‘No dogs apart from guide dogs’ sign - approximately 30cm x 10cm - £15.00 plus postage and VAT. ***It was agreed this sign was not necessary. Cllr Noott will laminate 2 paper notices which will be displayed****.* **Action JN**
		4. Three additional keys are required. one is being supplied to Kidzone following their request. ***Clerk to order.* Action Clerk**
		5. Enquiries have been made and surrounding village hall booking fees are around £10 per hour.
	5. ***Cawood in Bloom***
		1. No report.
	6. ***Community Centre***
		1. No report
3. HANDY WORK.
4. TREE MATTERS.
5. REPORTS ON HIGHWAY / FOOTPATH MATTERS.
	1. Due to vehicles parking up to the junction of Chestnut Road visibility for traffic emerging on to Rythergate is very poor. ***Clerk to ask NYCC is double yellow lines can be extended around to bend on Chestnut Road.* Action Clerk**
	2. Parents parking in Wolsey Grange whilst waiting to collect children from school are causing problems for residents. An emergency vehicle has also had problems in accessing the area due to the amount of parked cars. ***Clerk to ask the Headteacher to raise with parents, Cllr Noott will also contact the Head.* Action Clerk & JN**
	3. Villagers have been asking about a mains gas supply. ***This is not something the PC can push for but for individual to pursue.***
6. PLANNING MATTERS:
	1. ***Applications:***
		1. ***(8/35/41B/PA)*** Proposed demolition of existing conservatory and erection of new single storey side extension and re-roof of existing single storey rear extension at 2 Anson Grove, Cawood.

**Applicant:** Mr E Falkingham

PC had NO OBJECTION

* + 1. ***(8/35/248L/PA)*** Proposed erection of additional agricultural building for straw at Hagg Farm, Hagg Lane, Cawood. **Applicant:** Mr P Smith

PC had NO OBECTION

* 1. ***Approvals:***
		1. Proposed residential development of 0.78ha to provide 23 no. dwellings with ancillary infrastructure, access road, parking spaces and garages at 23 Ryther Road, Cawood.
		2. Proposed conversion of former hairdresser’s salon to residential to unify all three floors of the building into one domestic dwelling at 1 – 3 Rythergate, Cawood.
1. Ryther Road development. Email from ARP Associates, consulting engineers acting on behalf of Orion Homes regarding their development on Ryther Road, Cawood. They wish to consult with the Parish Council regarding the relocation of the village sign and the speed limit sign which will be required to facilitate the development. They have been in touch with the Highway Authority, North Yorkshire County Council, who have advised that the existing village sign will need to be relocated and upgraded as the current sign does not comply with the current passive safety protocol guidance written by NYCC. ARP wish to consult and agree on the relocation of the village sign and the upgrading the sign to be compliant with the above guidance. In addition, the Highway Authority would like to move the speed limit sign further out of the village to improve road safety past the last dwellings on the outskirts, ie past 28 Ryther Road / Northingales towards Ryther.

*Attached a copy of the highway authority’s initial proposal for the sign, which would be pole mounted, the PC comments are invited.*

***All agreed to the relocation of the sign but proposed there be an additional sign of 40mph sign located at Button Hill Farm (prior to the Caravan Park) to also include the wording ‘Caution Towing Vehicles Emerging’.* Action Clerk**

1. FINANCE:
	1. **BILLS APPROVED FOR PAYMENT:**
		1. D & R Group New Year Fireworks VAT £200.00 £1000.00
		2. Martin Bates Handiwork £352.50
		3. Cash Galvanised wheelbarrow VAT £8.40 £50.40

 Copy paper & stamps £9.60

 £60.00

* + 1. Robina Burton Clerk’s salary (£399.55) less tax £70.40 £329.94
	1. **CASH RECEIVED**:
		1. Fireworks Evening collection £477.00
	2. **HSBC Statement**
1. **CORRESPONDENCE:**

***There being no further business the meeting closed at 9.35pm***

***SIGNED:………………………………. DATE:……………***