***CAWOOD PARISH COUNCIL***

***A ‘VIRTUAL’ MEETING OF THE CAWOOD PARISH COUNCIL IS TO BE HELD WEDNESDAY 19 AUGUST 2020 AT 7.30PM; YOU ARE SUMMONED TO TAKE PART***

1. To receive APOLOGIES for absence. The Clerk **must** be advised of any apologies (Selby 708821) and before acceptance the PC **must** approve as valid.
2. To receive DECLARATIONS OF INTEREST in any matters on the agenda.
3. ANY VIRTUAL VISITORS. **Members of the public may request to attend this virtual meeting by emailing the Clerk at** [**robina.burton23@gmail.com**](mailto:robina.burton23@gmail.com)**. They may make a request to address the meeting in advance stating the particulars of the request by email**
4. To discuss any POLICE MATTERS & COMMUNITY HEALTH & SAFETY.
5. MATTERS FOR THE ATTENTION OF THE DISTRICT/COUNTY COUNCILLORS.
6. To agree minutes of July meeting.
7. To agree report of Conference Call meeting on 5 August 2020
8. To receive staffing committee minutes
9. To discuss publicising co-option of new councillor
10. **To receive information on the following issues, some ongoing, and decide further action where necessary:**
11. To receive and agree annual policy reviews for:
    1. Complaints Procedure,
    2. Privacy Policy for staff,
    3. Privacy Policy for public,
    4. Equal Opportunity Policy,
    5. Sickness & Absence Policy
    6. Staffing Committee Terms of Reference
12. To discuss a ‘policy on policies’.
13. To adopt updated version of Cawood Year dates (AL to circulate)
14. Letter from SDC re- local government reform – forwarded to all.
15. To be updated on Website annual data audit and agree PC data audit date for completion
16. To discuss any response regarding unitary authority
17. To agree individuals & small groups’ reviews of policies and governance upcoming: H&S, model publication scheme, records management policy, FOI policy, protocol recording meetings, expenses policy
18. To discuss whether to hold an annual parish meeting following updates to “the 2020 regulations” received from NALC
19. To accept Clerk’s report and discuss any issues arising from it
20. White Rose Update.
21. FINANCE
    1. **THIS MONTH’S BILLS FOR APPROVAL**:
       1. Martin Bates Handyman’s salary and pension
       2. Martin Bates Grass cutting £325.00
       3. Robina Burton Clerk’s salary
       4. YLCA Planning System Webinar Session £22.50
       5. B Thornton Garth grass cutting £500.00
       6. SDC PC’s contribution to the 42-bus service £857.66
       7. Zoom Monthly payment VAT £2.40 £14.39
       8. Npower Pavilion £37.32

(Clerk paid by Debit card)

* + 1. Elite Gas Solutions LPG Commercial Gas certification VAT £56.00 £336.00

(Paid)

1. **TO RESOLVE TO AUTHORISE PAYMENT OF THIS MONTH’S BILLS**
   1. **CASH RECEIVED:**
      1. OBS Committee Repayment for sanitisers etc £65.00
      2. PFLC Repayment for cleaning products, etc £475.21
   2. **To receive HSBC Bank Statements-** attached
   3. **To receive Balance Sheet –** attached.
   4. **To receive Petty Cash Sheet –** attached.
2. **WARDENS & COMMITTEE REPS TO PROVIDE REPORTS FROM COMMITTEES:**
3. To agree signage required at the Pavilion & OBS to be purchased by the Clerk
   1. ***Cemetery:*** 
      1. Cemetery accounts from STC for the last 5 years attached. STC owed Cawood £1841 which Cawood has received. The Town Clerk apologises for delay & asked if the PC had any thoughts on taking over the running of the cemetery.
   2. ***Castle Garth:*** 
      1. To discuss Garth maintenance plan work and timescale required for this year
   3. ***Playing Fields*:** 
      1. Reply from Sutcliffe Play - the order is due to be ready in October. Their lead time is longer than usual given the current circumstances, they are working with a reduced work force, which means it’s taking a little longer for orders to go through the manufacturing process
   4. ***Old Boys’ School:*** 
      1. To discuss replacement bin at OBS
4. **PLANNING MATTERS:**
5. To ratify planning comments agreed at conference call
   1. ***Applications:***
      1. 2020/0442/S73 RECONSULTATION ON PLANNING APPLICATION PROPOSAL: Section 73 to vary conditions 02 (opening hours), 03 (extraction) & 04 (plans) of approval 2015/1230/RTR Prior approval for the change of use from use class A1 (Retail) to both A1 (Retail) and A3 (Cafe) uses at Post Office Store, 2 High Street, Cawood This is a further consultation in respect of the above.
      2. 2020/0756/FUL Erection of straw storage building extension at Hagg Farm, Hagg Lane, Cawood
      3. 2020/0573/HPA Demolition and rebuild of existing single storey rear conservatory and proposed single storey rear extension at 15 Wistowgate, Cawood, Selby
      4. 2020/0746/TCA Application for consent to fell 1no Sycamore tree within the conservation area at 8 Riverside Court Cawood Selby North Yorkshire YO8 3RT
      5. To discuss again the application for 70 Sherburn Street.

2019/1008/COU Retrospective change of use of barn to children's day care facility and associated works at The Barn 70 Sherburn Street Cawood Selby North Yorkshire YO8 3SS

* 1. ***Approvals:***
     1. Erection of four polytunnels, drainage pond (retrospective) and associated landscaping. Location: Land at Wood Ends Farm, Broad Lane, Cawood
     2. Application for consent to fell 1No Conifer tree, 1No Maple tree and 1No Conifer Hedge in the conservation area LOCATION: Riverside House, 38B Rythergate, Cawood (In removing a tree/s from the conservation area, the applicant is reminded of the benefits of planting a replacement tree/s of an appropriate size and species within a practical and suitable location.
     3. Proposed single storey extension and alterations to form additional living accommodation Location: Holly Cottage, 41 Wistowgate, Cawood
  2. ***Refusals:***

1. CORRESPONDENCE:
2. To agree date of next conference call will be Weds Sept 2nd and next PC meeting Weds Sept16th

**Robina Burton**

PARISH CLERK

14 August 2020