***CAWOOD PARISH COUNCIL***

***AGENDA OF A ‘VIRTUAL’ MEETING OF THE CAWOOD PARISH COUNCIL TO BE HELD ON THURSDAY 15th OCTOBER 2020 AT 7.30PM; YOU ARE SUMMONED TO TAKE PART.***

1. To receive APOLOGIES for absence. The Chairman **must** be advised of any apologies 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 Chairman:** **lesleydennon@msn.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 September meeting.
7. **To receive information on the following issues, some ongoing, and decide further action where necessary:**
	1. To ratify acceptance of Clerk’s letter of resignation, giving 4 weeks’ notice
	2. To ratify pay awards to Clerk & Handyman
	3. To ratify co-option of new Parish Councillor made at the conference call, September 30, and welcome Cllr Horsfield
	4. To ratify Cllr Shepherd’s temporary co-option to Staffing Committee
	5. To ratify planning decisions with urgent deadlines made at the conference call, Sept. 30th
	6. To agree action regarding Asset Register
	7. To receive updates on Landmark Trust situation at Cawood Castle
	8. To receive updates on electricity box keys at Cawood Castle
	9. To agree action regarding Remembrance Sunday
	10. To ratify advertisement, job description, person specification & application form for vacancy for Clerk/ RFO
	11. To receive updates on repairing the wall at the Pickled Postie & repositioning the noticeboards
	12. To discuss implications of SDC local plan proposals and agree comments for reply
	13. To agree action regarding a new energy provider for street lighting on Water Row & Fostergate
	14. To receive list from Clerk of all contacts informed of interim arrangements
	15. To receive Clerk’s report and decide any required action
8. **FINANCE**
9. To ratify internet banking to be implemented by Cllr Cowling until the appointment of a new RFO
	1. **THIS MONTH’S BILLS FOR APPROVAL**:
		1. Npower OBS electricity VAT £7.49 £157.36
		2. Martin Bates Handyman’s salary and pension
		3. Martin Bates Grass cutting £310.00

(*This has been paid)*

* + 1. Robina Burton Clerk’s salary
		2. Zoom Monthly payment DD VAT £2.40 £14.39
		3. Npower Final payment for Xmas lights box DD VAT £7.39 £42.24
		4. Autela Payroll Services 3 months bill VAT £10.92 £65.52
		5. Robina Burton Repay subscription to Office 365 £59.99
		6. Chronicle Publication Ltd Selby Times advert – 2 weeks Vat £35.28 £211.68

*(The above has been paid by Visa)*

1. **TO RESOLVE TO AUTHORISE PAYMENT OF THIS MONTH’S BILLS**
	1. **CASH RECEIVED:**
		1. HMRC VAT repayment £228.05
	2. To receive HSBC Bank Statements**- attached**
	3. To receive Balance Sheet **– attached.**
	4. To receive Petty Cash Sheet **–** **attached.**
	5. To receive update regarding AGAR from Clerk’s enquiry to Internal Auditor. **He replies that** t**he external auditors are keen on the notion of allowing public access to the accounts so you have to ensure this is done within the timescales allowed but with Covid 19 restrictions and your own health issues this has not been possible. However provided the accounts were available from 1 Sept to 12 October you seem to have met the latest deadline set by the Audit regime.**
2. **WARDENS & COMMITTEE REPS TO PROVIDE REPORTS FROM COMMITTEES:**
	1. ***Cemetery:***
		1. To receive safety report at the cemetery and agree any necessary actions
	2. ***Castle Garth:***
		1. To agree action regarding next due tree report (Garth)
	3. ***Playing Fields*:**
		1. To receive annual safety report on Play Area and agree any necessary actions
	4. ***Old Boys’ School:***
		1. To receive safety report on OBS and agree any necessary actions
		2. To agree action regarding Energy Performance Certificate at the OBS
3. **PLANNING MATTERS:**
	1. To ratify planning comments agreed at conference call: 2020/0855/HPA and 2020/0973/HPA
	2. ***Applications:***
		1. 2020/0927/TCA Application for consent to reduce crown by 30% and shape 1no Horse Chestnut tree, reduce crown by 35% and shape 1no Ash tree, to crown lift by 5m to 5no Cherry trees and 8no Ash trees, crown lift by 3m to 1no Maple tree and to fell 1no Willow tree within the conservation area at Church End Farm, 54 Church End, Cawood
		2. 2020/1019/LBC Listed building consent for replacement timber doors, replace concrete steps with natural stone, repair cast iron guttering, hopper head and down pipe (with partial like for like replacement if required), repair defective two course raised brick gable, provide code 5 m.s. lead soakers, upstand and cover flashing to replace defective cement flaunching, remove section of hedge and creation of car parking space, cement render to garden wall and pier to be replaced, new rooflights, and internal works at Ouseview, 46 Church End, Cawood.
	3. ***Approvals:***
		1. 2020/0855/HPA Erection of a two storey side extension consisting of a garage with bedroom above, new porch to front door Location: 4 Bishopdyke Road, Cawood, Selby
		2. 2020/0925/TCA Application for consent to remove 1no Conifer and reduce by 40% to 2no Conifers LOCATION: 32 Sherburn Street, Cawood, Selby
		3. 2020/0485/HPA Alterations to roof of existing garage to provide additional living accommodation and single storey extension to rear Location: 29 Broad Lane, Cawood, Selby
		4. 2020/0218/FUL Proposed change of use from agricultural storage to depot for the Selby Area Internal Drainage Board and siting of modular site office/changing room Location: Model Farm, Broad Lane, Cawood
	4. ***Refusals:***
4. CORRESPONDENCE:

**Robina Burton**

PARISH CLERK

09 October 2020