***CAWOOD PARISH COUNCIL***

***MINUTES OF A ‘VIRTUAL’ MEETING OF THE CAWOOD PARISH COUNCIL HELD WEDNESDAY 15 JULY 2020 AT 7.30PM.***

***MEMBERS PRESENT: Mrs L Dennon (Chairman); Mr R Wharmby (Vice Chairman); Mr M Cowling; Dr D Hepworth; Mr A Lloyd; Mr C Luker; Mrs C Shepherd and Mr M Ward.***

1. To receive APOLOGIES for absence. **There were none.**
2. To receive DECLARATIONS OF INTEREST in any matters on the agenda. **There were none.**
3. ANY VIRTUAL VISITORS. Members of the public may request to attend this virtual meeting by emailing the Clerk at robina.burton23@gmail.com. They may make a request to address the meeting in advance stating the particulars of the request by email. **There were none.**
4. To discuss any POLICE MATTERS & COMMUNITY HEALTH & SAFETY. **No matters were raised. The Community Policing Report has been received and is on the website.**
5. MATTERS FOR THE ATTENTION OF THE DISTRICT/COUNTY COUNCILLORS. **It was reported that lorries are still coming into the village & damage has been caused to the new tarmac at the Sherburn Street mini roundabout by lorries turning around. Clerk to ask D C Cattanach to chase up the meeting with NYCC when hopefully the problem can be resolved. Action Clerk**
6. To agree minutes of June meeting. **The minutes were agreed.**
7. To agree summary of Conference Call meeting on 1 July 2020. **Agreed with the following addition to Community Room** **-*Concern was expressed about the potential to stage functions which could have a negative impact on local residents.***
8. **To receive information on the following issues, some ongoing, and decide further action where necessary:**
	1. Email sent to all regarding PC's comments to the Pickled Postie application. **The wording of an addendum was agreed** & will be submitted to SDC. **Actium Clerk**
	2. To discuss the meeting between the Head and PC regarding the proposed Community Hub (minutes previously circulated).  **The Head produced the minutes which have been sent to all. It was agreed Cllr Hepworth would be the PC representative on the committee.**
	3. To agree reviewed Website Policy (previously circulated). **Agreed.**
	4. To agree the Chair attends an on-site meeting with Landmark Trust to discuss the ongoing situation. **Cllr Dennon has spoken to the Landmark Trust representative who suggested holding at meeting with Cllr Dennon & the Landmark Trust archaeologist based in York. Agreed. Action LD**
	5. To agree to adopt the Cawood Year information and add further dates to it where necessary (draft previously circulated). **Agreed; this is an aid for when the monthly agenda is produced.**
	6. To accept Clerk’s report, attached. **Agreed.**
9. 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. Autela Payroll Services Ltd April, May & June charge VAT £14.12 £84.72
		5. Pavilion Annual grant £500.00
		6. PFLC Annual maintenance grant £1000.00
		7. Robina Burton Petty cash & conference call charge £26.74
		8. Npower Christmas box DD VAT £2.94 £61.78

Cllr Hepworth has arranged for a two-year contract from August whereby the electricity for the Christmas box to be with British Gas Lite. Street lighting providers will be sought next. **Action: Clerk, DH**

1. **TO RESOLVE TO AUTHORISE PAYMENT OF THIS MONTH’S BILLS: Agreed**
	1. **CASH RECEIVED:**
		1. PFLC Contribution to electricity bill £218.99
		2. HMRC VAT repayment – financial year 2019 - 2020 £1864.33
	2. To agree Clerk to reclaim 6 monthly VAT, as recommended by the Internal Auditor. **Agreed.**
	3. To receive HSBC Bank Statements- **attached**
	4. To receive Balance Sheet – **attached.**
	5. To receive Petty Cash Sheet **–** **attached.**
2. **WARDENS & COMMITTEE REPS TO PROVIDE REPORTS FROM COMMITTEES:**
	1. ***Cemetery:***
		1. More pots have appeared in the cemetery. Cllr Wharmby will investigate. **Action RW**
		2. Clerk to again chase up information with STC on past year’s income & expenditure. **Action Clerk**
	2. ***Castle Garth:***
		1. To receive updates on the Garth grass cutting. **The grass has been cut & the contractor will return to turn & bale. Access to the Garth will be closed on each occasion. Action: CL, MC**
		2. To receive updates on the Guardians of the Garth & Gill Green. **JD was making a certificate for the children involved & Cllr Dennon sent an email thanking them for their help, a copy of which is on their gallery page on the website. They have also repainted the stencils on the path & done some litter picking.**
		3. For information – letter from EA stating they may require access on to the Garth to carry out maintenance work. **Clerk to forward Cllr Luker’s email address so he can be notified as Garth Warden. Action Clerk**
	3. ***Playing Fields*:**
		1. To discuss re-opening the Pavilion.  **The Cricket club has guidelines from the Cricket Board to be followed. Their first match is on Saturday. New Garrison locks have been ordered. Action: RW**
		2. **Certification of the LPG boiler will take place on Friday morning. Action: RW**
		3. To agree PAT testing to be organised for August. **Cllr Wharmby is arranging for the pavilion, Bowls & Tennis Clubhouses to be tested. Action RW**
		4. **Hand basins for the toilets have not been ordered, Cllr Wharmby will action. Action RW**
	4. ***Old Boys’ School:***
		1. To agree PAT testing to be organised for August. **Cllr Wharmby is arranging this. Action RW**
		2. **Some of the user groups have requested to use the OBS from September. Before the building reopens, risk assessments will have to take place to and an OBS Committee meeting will also be called. Action RW/DH**
3. **PLANNING MATTERS:**
	1. ***Applications:***
		1. 2020/0655/DOC  [Discharge of condition 03 (materials) of approval 2020/0013/HPA Proposed alterations incorporating existing outbuilding to the front and extension to the rear](http://public.selby.gov.uk/online-applications/applicationDetails.do?keyVal=QCHA47NXFHH00&activeTab=summary)

At Chestnut Farm 26 Chestnut Road (Back Lane) Cawood Selby. **No action required from CPC**

* + 1. 2020/0639/TCA  [Application for consent to fell 1No Conifer tree, 1No Maple tree and 1No Conifer Hedge in the conservation area](http://public.selby.gov.uk/online-applications/applicationDetails.do?keyVal=QCBTAWNX08600&activeTab=summary) at Riverside House 38B Rythergate Cawood Selby

**Apart from it currently being the bird nesting season when the trees should not be felled, the PC has no objection to the application.**

* + 1. 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. (Letters of neighbours' objection sent to all) A response was discussed and agreed. **Action Clerk**
	1. ***Approvals:***
		1. 2018/0032/FUL Application for a metal container (retrospective) at Cawood Sports Field Maypole Gardens, Cawood
		2. 2019/1331/OUT Outline application for erection of six dwellings including access, layout and scale (all other matters reserved) on land adjoining Riverside Court, Cawood
		3. 2020/0099/TPO Proposed felling of 1 No Wild Cherry (T34), and 1 Oak (T20), cut 3 branches at 1 metre to 1 No Goat Willow (T37) and remove 2 lowest branches to 1 No Norway Maple (T40), remove dead branch and prune to 1 No Ash (T12), reduce branch with crack and reduce other branches to 1 No Oak (T15) covered by TPO 1/1973 and TPO 4/1997 at Cawood Sports Field, Maypole Gardens, Cawood
		4. 2020/0538/TCA Application for consent to remove 1No Leylandii hedge in the conservation area at 38 - 40 Sherburn Street, Cawood
	2. ***Refusals:***
		1. 2019/1336/LBC Listed building consent for internal and external works to roof including the installation of heritage style roof lights to rear, repairs of roof and reinstating of gable end window at Bank House, 78 Church End, Cawood
1. CORRESPONDENCE:
	1. **Selby District Council: Conservation Area Appraisals**. Notification of surveys which will be undertaken through July and August
	2. **Resignation – James Dickinson has submitted his resignation from the Parish Council. Clerk to notify SDC that a vacancy now exists and thank him for his contributions to the PC Action Clerk**
	3. **Planning application** - 2020/0353/HEN Grangeside 35 Thorpe Lane Cawood Selby North Yorkshire YO8 3SG House Extension Notification for a single storey rear orangery extending 4.50 metres to rear, 4.00 metres to ridge and 2.50 metres to eaves.  **Clerk to ask for an extension to the date for submission of comments to this and application only just received concerning 2 Thorpe Lane Action Clerk**

1. It was agreed that the date of next conference call meeting would be 5th August and 19th August for the next PC meeting.

**There being no further business the meeting closed at 9.45pm**