**AGENDA OF A VIRTUAL MEETING OF CAWOOD PARISH COUNCIL TO BE HELD ON THURSDAY 15th APRIL 2021 AT 7.30PM; YOU ARE SUMMONED TO TAKE PART.**

1. To **receive** **APOLOGIES for** absence given in advance of the meeting and to **consider** the approval of reasons given for absence

2. To receive **DECLARATIONS OF INTEREST** in any matters on the agenda.

3. **VISITORS:** Members of the public may request to attend this virtual meeting by emailing the Clerk: [cawood.pclerk@gmail.com](mailto:cawood.pclerk@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**.

A Fly tipping on Broad Lane, reported to Selby District Council

B Damaged village entrance sign at Great Close, reported to handyman

C Maintenance requested for footpath off Broad Lane, reported to NYCC paths team

D Monthly report from Community Police contact

5. **MATTERS FOR THE ATTENTION OF THE DISTRICT/COUNTY COUNCILLORS**.

6. To **resolve to agree minutes** of 18th March 2021 meeting and the report from the conference call, 1st April 2021.

7. To **receive information on the following issues, some ongoing, and decide further action where necessary:**

A To **resolve to accept** for consideration 2 formal requests from residents to withdraw planning observations submitted to SDC Jan 22nd 2021 in regard to Planning Application: 2019/1008/COU -

B To **resolve to ratify** agreement not to withdraw planning observations submitted to SDC Jan 22nd 2021 in regard to Planning Application: 2019/1008/COU -

C To **resolve to ratify** agreement not to pursue further investigations regarding a declaration of non-pecuniary interest made in January alleged to involve Cawood Parish Council in relation to Planning Application: 2019/1008/COU -

D To **resolve to ratify** response to residents regarding 7B, 7C and other matters relating to Planning Application: 2019/1008/COU

E To **resolve to accept** recommendation from councillors involved in Clerk’s induction of Clerk’s successful completion of induction

F To **resolve to accept** recommendation from councillors involved in Clerk’s induction, an increase in Clerk’s hours by 2 hours per week

G To **resolve to accept** recommendation from councillors involved in Clerk’s induction, change in when Clerk’s hours are undertaken

H To **discuss and consider** a proposedlong-term goal of expanding the remit of the Clerk/RFO to encompass CPC taking over the administration of the cemetery from STC

I To **resolve to ratify** agreement to hold Annual Parish Meeting and Cawood Parish Council’s Annual Meeting on May 6th to enable them to be held virtually

J To **resolve to record,** as required by GDPR Article 33(5), a personal data breach occurred in March 2021 involving councillor and resident email addresses as a result of human error.

K To **resolve to agree** the ICO need not be informed of the event as it is judged that people’s rights and freedoms have not been jeopardised

L To **resolve to ratify** agreement, in response to the personal data breach incident, to produce a security incident procedure document to mitigate a breach recurring

M To **discuss** investigating broadband usage and issues with a view to requesting an upgrade to the BT exchange on Wistowgate

N To **resolve to agree** to thank 2 local businesses, Grangeside Nursery & Sherwood’s Wood Supplies, for their offers of goods in support of Cawood Grows Together

O To **resolve to agree** staffing committee meeting notes of 11/02/2021 (attached)

P To **resolve to agree** to setting up a standing order for payment of quarterly rent for the Old Boys School

Q To **resolve to agree** the reduction of signatories on the banking mandate

R To **resolve to accept and agree** information from the Clerk regarding the electricity contract at the Cricket Club

S To **resolve to send** a letter of condolence expressing sadness upon learning of the sad death of HRH Prince Philip, Duke of Edinburgh on behalf of the Parish Council and villagers of Cawood

T To **receive** CIL and S106 six monthly statement from Selby District Council

U To **resolve to ratify** from April’s conference call, the following actions: cemetery plot request, deferral of Garth Maintenance Schedule to next conference call, agreement to contact police commissioner for support RE HGVs in village, dog waste bin on Fostergate.

V To **receive and accept** actions from last meeting (attached) and note actions still required

**8 FINANCE:**

A to **resolve to confirm authorisation of payment of this month’s bills**:

S Gowlett (to pay) net salary

March Overtime: 4hrs 40mins March Training: 5hrs 20mins Total: 10hrs

M Bates (to pay) net salary

NEST (paid) pension

S Gowlett (paid) £10.00 Monthly WFH Allowance

Branches Out (paid) £1200.00 Willow Coppicing (Garth)

YLCA (paid) £449.00 Yearly Membership

Zoom (paid) £11.99 VAT £2.40 Remote Meetings

Sarah Bates Design (paid) £117.00 Garth Signage

Osprey Signs (paid) £200.00 Rubbing Plaques

GiffGaff (paid) £6.00 Clerk’s Mobile

British Gas Lite (paid) £7.13 VAT £0.36 Christmas Box Electric

Eon Next (to pay) £127.02 VAT £6.35 OBS Electric

Eon Next (to pay) £16.30 VAT £0.82 Cricket Club Electric

B Income Received

C to **receive** HSBC bank statement - attached

D to **receive** balance sheet – attached

9 **GARTH** REPORTS and agree any further ACTIONS:

10 **OLD BOYS’ SCHOOL** REPORTS and decide any ACTIONS:

A Deferred external safety inspection

11 **PLAYING FIELDS** REPORTS and decide any ACTIONS:

12 **CEMETERY** REPORTS and decide any ACTIONS:

13 **PLANNING**:

A 1 Application: Prior notification for proposed demolition 2no large derelict greenhouse and brick outbuildings Location: 23 Ryther Road, Cawood Ref No: 2021/0292/DEM

B 1 Approval: Demolition of existing flat roof garage and erection of single storey extension to the side and new detached garage Location: Still Waters, 15 Ryther Road, Cawood Decision No: 2021/0033/HPA

B 2 Approval: Application for consent to crown reduce by 20-30% to 1 Populus Alba tree within the conservation area Location: 14 Riverside Court, Cawood Decision No: 2021/0134/TCA

14 **CORRESPONDENCE**:

A Selby Town Council regarding a resident request for ashes plot in cemetery (Item 7Q)

B Resident contacted Clerk RE grass cutting (attached)

C Resident has adopted the two square planters on Bishopdyke and will paint them, so they no longer need removing

D Resident contacted Clerk RE Yorkshire Water works on Gill Green (previously circulated)

Date of next full meeting 6th May 2021 to incorporate the Annual Parish Meeting and Cawood Parish Council’s Annual Meeting as per item 7I

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

07541 434569