**MINUTES OF A VIRTUAL MEETING OF CAWOOD PARISH COUNCIL HELD ON THURSDAY 18th MARCH 2021 AT 7.30PM**

**Members present: Cllr Dennon, Cllr Cowling, Cllr Hepworth, Cllr Shepherd, Cllr Luker, Cllr Horsfield, Cllr Ward. Cllr Wharmby joined after the meeting started.**

1. **APOLOGIES for** absence given in advance of the meeting and to consider the approval of reasons given for absence. **Apologies were received from Cllr Lloyd and accepted.**

2. To receive **DECLARATIONS OF INTEREST** in any matters on the agenda. Cllr Dennon declared a non-pecuniary interest in agenda item 13A3.

3. **VISITORS: There were no visitors.**

4. To discuss any **POLICE MATTERS & COMMUNITY HEALTH & SAFETY**.

A To **discuss** three attempted thefts of pumps at the foreshore

5. **MATTERS FOR THE ATTENTION OF THE DISTRICT/COUNTY COUNCILLORS**. DC Cattanach sent apologies.

Email received from Cllr Cattanach, information for public feedback regarding Parish Transport Initiative  **ACCEPTED**

Correspondence with Cllr Lee RE signage for HGV; meeting still to be arranged  **ACTION: CLERK**

6. To **resolve to agree minutes** of February 18th 2021 meeting and the report from the conference call, March 4th 2021.  **RESOLVED, ACTION: Cllr Dennon to place on website**

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

A To **resolve to ratify** response sent to NYCC regarding Stillingfleet Mine Consultation **RESOLVED**

B To **resolve to accept** internal control checklist (template previously circulated) **RESOLVED, ACTION: Cllr Dennon to place template and completed checklist on website**

C To **resolve to accept** internal control checks (completed by Cllr Dennon, Cllr Cowling) (previously circulated) and determine any actions needed **RESOLVED ACTION: CLERK**

D To **discuss** fly posting in respect of giving permission to advertise in Garth & Playing Fields and propose guidance formulated for future reference **ACTION: CLERK**

Cllr Wharmby joined the meeting at 1947hrs during discussion 7D

E To **review** expenditure on dog poo bags, bins, to record an annual overview, consider request for bin on Fostergate.  **ACTION: CLERK, Councillor Cowling**

F To **resolve to accept** Disciplinary, Grievance and Bullying and Harassment Policies’ reviews (Cllr Wharmby, Cllr Cowling, Cllr Hepworth) (previously circulated) **RESOLVED, ACTION: Cllr Dennon to place on website**

G To **resolve to agree** Spring Litter Pick to be deferred. Individuals may litter pick at their own risk.

**RESOLVED**

H To **resolve to agree** PC comment on Selby Railway consultation (Cllr Hepworth) **RESOLVED not to submit a Parish Council comment**

I To **discuss and consider** suggested actions from Clerk’s induction training briefing, (previously circulated) **ACTION: Cllrs Luker, Lloyd, Ward**

J To **resolve to ratify** from conference call, March 4th, 2021 STIL D local plan, additional comments; working party (Cllr Dennon, Cllr Shepherd, Cllr Lloyd) to look further into Deeds of Dedication through Fields in Trust; agreement not to remove conifer at Cemetery until further investigations undertaken

**RESOLVED**

K To **resolve to agree** new debit cards to be ordered for Clerk & Handyman to replace existing

**RESOLVED ACTION: CLERK**

L To **resolve to ascertain** from IDB responsibility for damage to bollard near pumping station on

Foreshore **RESOLVED, ACTION: CLERK**

M To **resolve to accept** a change in staff payment date to 28th of the month, from April 2021

**RESOLVED, ACTION: CLERK**

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

**Memorial request from resident: agreed to suggest bulb planting on Foreshore, bench on Garth, bench at Playing Field overlooking cricket pitch, bench outside of village (resident to discuss with land owner)**

**Resident to contact Historic England should they wish to plant bulbs in immediate vicinity of Garth bench**  **AGREED, ACTION: Cllr Cowling to further liaise with resident**

**8 FINANCE:**

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

S Gowlett (paid) net salary

Overtime: 3hrs 20mins, Training: 1hr 40mins. Total overtime February 2021: 5hrs

M Bates (paid) net salary

NEST (DD) pension

S Gowlett (paid) monthly work from home allowance

Netwise (paid) £199.00 V2 Upgrade

British Gas (DD) £8.23 VAT £0.41 Xmas Box Electric

R Wharmby (paid) £20.00 Reimbursement – Electric Cable

GiffGaff (DD) £6.00 Clerks Mobile Phone

Zoom (paid) £14.39 Online Meetings

Ashridge Nurseries £116.69 Hawthorn Hedging

SDC (to pay) £358.99 Commercial Waste OBS

SDC (to pay) £245.59 Commercial Waste Cemetery

All Saints Church, Cawood (to pay) £140.00 Annual Clock Service

OBS (to pay) £428.00 Quarterly Rent

Autela (to pay) £64.60 VAT £12.92 Quarterly Payment

HMRC (to pay) £492.00 P32 Tax Quarterly

YLCA (to pay) £48.00 New Clerks Webinar

YLCA (to pay) £30.00 Year End Training

B Income Received

C to **receive** HSBC bank statement – attached **RECEIVED**

D to **receive** balance sheet – attached **RECEIVED**

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

A To **review** Garth maintenance plan, (see residents’ comments, attached)

**Look for spare pictures for Garth pond plaques ACTION: Cllr Wharmby**

**List issues needing addressing when updating and reviewing Garth Maintenance Schedule**   **ACTION: ALL, for next conference call**

B To **receive update** on Garth tree survey to ensure report submitted before June

**Research Arboriculturists ACTION: All**

C January safety report still outstanding **COMPLETED**

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

**Work complete, payment to be made £1670.00 from OBS Management Fund** **ACTION: Cllr Wharmby, Clerk**

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

A To **receive update** on willow coppicing and repurposing at Play Area **RECEIVED**

B Hawthorn whips are on order for Playing Fields’ hedging infills

C Latch broken on gate at Play Area, **as part of Wolsey Walk, Contact NYCC** **ACTION: Clerk**

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

13 **PLANNING**:

A 1 Application: Application for consent to crown reduce by 20-30% to 1 Populus Alba Tree within the conservation area. Ref No: 2021/0134/TCA LOCATION: 14 Riverside Court, Cawood

**NO OBJECTION ACTION: Clerk**

2 Application: Listed building consent for installation of heritage style roof lights to rear and reinstating of gable end window Ref No: 2021/0148/LBC LOCATION:: Bank House, 78 Church End, Cawood

**NO OBJECTION ACTION: Clerk**

3 Application: Single story rear extension and garage conversion Ref No: 2021/0193/HPA LOCATION: 47 Maypole Gardens, Cawood **NO OBJECTION ACTION: Clerk**

B 1 Approval: Extending garage to front of house, replace conservatory with brick built structure within original footprint with bifold doors and create utility room within garage space Location: 86 Sherburn Street, Cawood Decision No: 2020/1327/HPA

2 Approval: Crown lift lower branches/limb with partial deadwood and fusing to a height of 3 metres to 1 No Beech Tree (T2) covered by TPO 1/1973 Location: 35 Rythergate, Cawood Decision No: 2020/1414/TPO

3 Approval: Application for consent to crown reduce by 30% to 2no Silver Birch Trees and remove Ivy from stems within the conservation area to the rear of 21- 59 William James Almshouses Location: Chestnut Road (Back Lane), Cawood Decision No: 2021/0228/TCA

C Refusal:

1. **CORRESPONDENCE**:

A Residents’ comments regarding the Garth (attached) re item 9a

B Resident sent details of HGV recently in the village (attached)

C History group correspondence via Cllr Hepworth “150th Anniversary of the opening of the bridge.  
July 2022" (attached)

**D The meeting considered correspondence received on 15th March from a resident regarding planning application 2019/1008/COU** **ACTION: Cllr Dennon, Clerk**

There being no further business, the meeting closed at 10.02pm

Date of next Conference call 1st April 2021, next full meeting 15th April 2021

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

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