**MINUTES OF A MEETING OF CAWOOD PARISH COUNCIL HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 24th JUNE 2021 AT 7:50PM.**

**Members present: Cllr Dennon, Cllr Cowling, Cllr Shepherd, Cllr Luker, Cllr Horsfield, Cllr Ward, Cllr Wharmby, Cllr Hepworth, Cllr Lloyd**

1. To **receive** **APOLOGIES for** absence given in advance of the meeting and to **consider** the approval of reasons given for absence. **No apologies were received.**

2. To receive **DECLARATIONS OF INTEREST** in any matters on the agenda. **There were no declarations of interest.**

3. **VISITORS: There was one visitor, County Cllr Andrew Lee who wished to discuss the HGV issue in the village.**

Item 4B was brought forward by the Chairman.

 Cllr Lee also agreed to assist in asking NYCC to respond to some public footpath maintenance; to look into resident request regarding safe crossing near the Wistowgate roundabout, to contribute CC grant money towards speeding initiatives; to supply his report regarding HGV access.

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

A Bus timetable noticeboard on Thorpe Lane, plastic cover damaged. Reported to NYCC who confirmed a replacement would be ordered.

B Discuss update following correspondence from Traffic Sergeant, RE HGV issues in the village (previously circulated)

**Resend report and web gallery link to Cllr Lee.**

 **Inform resident of CCllr Lee’s contact information**   **Action: Clerk**

C Receive update on bridge usage figures request. Updates to resume July

D Resident request for support with community speed watch (previously circulated) **refer resident to upcoming speed management protocol Action: Clerk**

E Discuss lapse of ‘Alcohol Free Zone’ initiative and whether reporting to the police is necessary

**no further action**

F Damage to fence at the vehicular entrance to the playing field **PFLC hoping to replace fence this summer**

G Water leak at cemetery tap. Reported to Yorkshire Water, works completed.

**Still leaking, YW contacted again and re-investigating.**

**H monthly community police report to be requested again as still not received Action: Clerk**

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

6. To **resolve to agree minutes** of May 6th, 2021 meeting as a true record and the report from the conference call on May 27th, 2021 **Resolved**

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

A to **resolve to ratify** booking Garth Tree Report following recommendations from local tree surgeons for TreeSource (previously circulated) **Resolved**

**Enquire on reduced rate if completing Gill Green report at the same time Action: Clerk**

B **to receive and accept** the home working risk assessment document  **Received and accepted**

C **to resolve to ratify** the request from the Cawood Feoffment Estate Charity to nominate two Trustees (previously circulated) **Resolved**

D **to resolve to ratify** booking Vesta Fire to undertake yearly fire and emergency lighting service at the Playing Fields and the Old Boys’ School **Resolved, Action: Clerk**

E **to resolve to ratify** booking B Thornton to cut and bale the grass on The Garth, and to discuss insurance, closing of The Garth for safety (including closure of footpaths) and completion of risk assessments **Resolved, Action: Clerk**

**Only ‘the cut’ is an actual public footpath, we can close all of the other paths. Agreed to NOT close the cut but use banksmen and signage omitting responsibility.**

F **to resolve to ratify** payment of grants to Playing Field Liaison Committee, less payments made on PFLC behalf in financial year 2020-2021, £1000 PF plus £500 Pavilion, less £562.57 (attached spreadsheet)

**Further breakdown required. Action: Clerk**

G **to receive and discuss** land registry details showing ownership of land, following request that PC maintain it – attached

**Investigate/ascertain exactly what land belongs to the PC in the village** **, ask residents on Broad Lane and Great Close to continue cutting if they are happy to do so.** **Action: Clerk, Cllr Lloyd**

H **to resolve to agree** a date at which the daffodils may be mown each year

**To be cut no sooner than 6 weeks after flowering, preferably when leaves are yellowing.**  **Action: Cllr Wharmby (MB)**

I **to resolve to discuss and agree** the purchase of a new dog waste/general waste bin to be sited down Fostergate (previously circulated) **Post to be set by Handyman prior to ordering bin Resolved, Action: Clerk, Cllr Wharmby (MB)**

J **to resolve to agree** the internal audit report and agree necessary action from it (previously circulated) **Resolved**

K **to resolve to agree** the assertions in section 1 of the Annual Governance and Accountability Return **Resolved**

L **to resolve to agree** the accounting statement in section 2 of the Annual Governance and Accountability Return **Resolved**

M **to resolve to agree** the exercise of public rights for 30 clear days, from Monday 28th June 2021 to Friday 6th August **Resolved**

**Action for items 7K, L, M: Clerk, Cllr Dennon**

N **to receive and accept** report from YLCA branch meeting (attached) and discuss actions required **Received Further clarification regarding key on interactive grass cutting map is required Action: Clerk**

O **to resolve to discuss and agree** any necessary comments regarding the conservation area appraisals (previously circulated)  **Deferred, (consultation ends July 30th)**

P **to receive and discuss** update following Community Centre meeting **Deferred**

Q **to receive and discuss** accounts and update from Selby Town Council regarding cemetery management (attached)

**Source documents/contract from STC Action: Clerk**

R **to resolve to agree** permission for use of a drone to enable Yorkshire Archaeological Aerial Mapping (YAAP) of the Garth (previously circulated) **Resolved, Action: Clerk**

**Request drone footage prior to it being circulated Action: Clerk**

S **to receive and accept** actions from last meeting (attached), receive any updates and note actions still outstanding **Received**

**8 FINANCE:**

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

S Gowlett (to pay) net salary

M Bates (to pay) net salary

NEST (DD) pension

Martin Bates (paid) £280.00 Grass Cutting Contract

Eon Next (paid) £110.01 (VAT £5.24) OBS Electricity

Bedford Mowing Services (paid) £720.00 (VAT £120.00) PF Weed Spraying

Eon Next (paid) £20.01 (VAT £0.95) PF Electricity

Reimbursement LD (paid) £17.99 (VAT £0.83) Cawood Grows Together Items

ICO (paid) £40.00 Data Protection Fee

YLCA (paid) £22.50 AGAR Webinar (LD)

Cartridge People (paid) £37.08 (VAT £6.18) Stationery – Ink

Viking Direct (paid) £17.42 (VAT £2.90) Stationery – copier paper, punched pockets

Jet Aire (paid) £1680.00 (VAT £280.00) Cemetery Drainage

Zoom (paid) £14.39 (VAT £2.40) Remote meetings (now cancelled 01/06/2021)

British Gas Lite (paid) £9.24 (VAT £0.44) Christmas Box Electric

Npower (paid) £727.39 (VAT £34.64) Street Lighting Electric

Eon Next (paid) £25.53 (VAT £1.22) PF Electricity

Giff Gaff (paid) £6.00 Clerks Mobile Phone

M Bates (paid) £295.00 Grass Cutting Contract

EP Cawood Feoffment Estate (SO) £428.00 OBS Rent (standing order 25th June)

NYCC (paid) £176.72 (VAT 29.45) Street lighting maintenance 20/21

HM Land Registry (paid) £3.00 Title Plan Broad Lane

PFLC Grants (to pay) £937.43 (item 7G)

Brian Hopper (to pay) £120.00 Internal Audit

B Income Received

Selby Town Council £447.00 Cemetery income

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

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

9 to accept **GARTH** REPORT and agree any further ACTIONS **Accepted, actions from report to Handyman Cllr Wharmby**

10 to accept **OLD BOYS’ SCHOOL** REPORT and decide any ACTIONS: **Accepted**

11 to accept **PLAYING FIELDS** REPORT and decide any ACTIONS: **Accepted actions from report to Handyman Cllr Wharmby**

A Discuss response from Sutcliffe play RE wear and tear on play equipment – previously circulated

12 to accept **CEMETERY** REPORT and decide any ACTIONS: **Accepted, actions from report to Handyman Cllr Wharmby**

13 **PLANNING**:

A1 Application: Application for consent to crown lift 1No Oak tree (T1) by 4 metres, removal of deadwood and low branches up to 4 metres to 1No Oak tree (T2), crown lift 1No Cherry tree by 4 metres (T3), removal of sub-dominal stem over the driveway to 1No Cherry tree (T4), and reduction of height by 30% to 2No Conifer trees (T5 & T6), removal of deadwood and light reduction (less than 10%) to 1No Cherry tree (T7) and fell 1No Wild Cherry tree (T8) covered by TPO 1/1973 Location: Garth House, Thorpe Lane, Cawood Ref No: 2021/0390/TPO **no objection** **Action: Clerk**

B1 Approval: Single storey rear extension and garage conversion Location: 47 Maypole Gardens, Cawood Decision Number: 2021/0193/HPA

B2 Approval: Reduction to reduce Holly, Conifer and Beech in the hedgerow by 50% in the conservation area Location: 34 Sherburn Street, Cawood Decision Number: 2021/0457/TCA

B3 Approval: Listed building consent for installation of heritage style roof lights to rear and reinstating of gable end window Location: Bank House, 78 Church End, Cawood Decision Number: 2021/0148/LBC

B4 Approval: Lawful development certificate for proposed single storey rear extension Location: 47 Maypole Gardens, Cawood Decision Number: 2021/0119/CPP

B5 Approval: Application for consent to fell and remove 1no Silver Birch tree (T3) Location: 5 Wistowgate, Cawood Decision Number: 2020/1203/TCA

B6 Approval: Reduce 2No Willow (#1) tree by 35% and reduce 2No Portuguese Laurels (#2 and #3) by 40% each in the conservation area Location: The Ferry Inn, 2 King Street, Cawood Decision Number: 2021/0458/TCA

B7 Approval: Application for consent to fell 1No Horse Chestnut Tree (T1), 1No Damson Tree (T2) and 3No Common Hawthorn Trees (T3 T4 &T5) in the conservation area Location: The Shires, 58 Church End, Cawood Decision Number: 2021/0410/TCA

C Refusal:

 14 **CORRESPONDENCE**:

A Phone call to Clerk from Traffic Sergeant (item 4B) – attached.

B Email from resident about care of verge at Great Close - previously circulated **Action: Clerk**

C Correspondence with resident regarding Parish Council support of community speeding initiative (item 4D) - previously circulated

D Resident expressed concern to Councillor over speeding issues around Bishopdyke Road area

E To discuss and consider resident request for extra signage where the Wolsey Walk comes off the riverbank, at the Church Gates – previously circulated. Agreed to stop cutting top of riverbank land adjoining Pinfold Cottage land **Action: Cllr Wharmby**

F Resident offered a tour and information about the Garth site

G Resident requested permission for use of a drone to enable Yorkshire Archaeological Aerial Mapping (YAAP) of the Garth (item 7R) - previously circulated

H To discuss and consider resident enquiry RE signage  **Action: Clerk, Cllr Dennon**

There being no further business the meeting closed at 10.13pm

Date of next full meeting Thursday 15th July 2021

Susie Gowlett

Clerk and Responsible Financial Officer, Cawood Parish Council

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