**MINUTES OF A MEETING OF CAWOOD PARISH COUNCIL HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 21st OCTOBER 2021 AT 7:45PM.**

**Members present: Cllr Dennon (Chairman), Cllr Cowling, Cllr Ward, Cllr Hepworth, Cllr Shepherd, Cllr Luker, Cllr Horsfield**

1. To **receive** **APOLOGIES for** absence given in advance of the meeting and to **consider** the approval of reasons given for absence. **Apologies were received and accepted from Cllr Lloyd. Cllr Wharmby advised he would arrive late.**

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

3. **VISITORS:** Members of the public may request to attend this 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. Visitors may address the Council within an allotted time of 15 minutes. **There were no visitors.**

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

A September monthly crime report from North Yorkshire Police not received

**Clerk to continue to chase Action: Clerk**

B to **receive** the monthly bridge data for September 2021

**Clerk to ascertain whether it’s the driver or company that is being fined Action: Clerk**

C Resident request for the hedge at the bridge to be reduced, advised handyman to go ahead as it is blocking the view for road users (Item 14D) **(work has been undertaken and resident thanked the PC on their prompt response)**

D to **discuss** any issues with overhanging foliage obstruction foot paths, road signs or lamp posts

**Four residents have reported obstructions to the Parish Council at two addresses**

**Visit residence one (road traffic sign obstructed) Action: Cllr Dennon**

**Refer residence two to NYCC (pavement and road traffic signs obstructed) Action: Clerk**

**The wheelchair access up to the Foreshore needs cutting back Action: Handyman**

**Brick tiles loose at Foreshore (Water Row end) Action: Handyman**

**Report any issues to the Clerk, Clerk to report to Handyman if the area is PC maintained, or report to NYCC if it is their responsibility Action: All**

**Contact Barkston Ash Parish Council to request information regarding the flashing speed signs and copy to Cllr Lee Action: Clerk**

**also note item 7k**

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

**ref item 7 o regarding grants available from SDC Councillors: enquire whether money may be made available for a defibrillator at the Playing Fields**  **Action: Clerk**

**ref item 4b, The PC to express their concerns regarding reported high tonnage of over 400t going over bridge in the summer figures**  **Action: Clerk**

6. To **resolve to agree minutes** of Thursday 16th September 2021 meeting (attached) **Resolved**

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

A to **discuss and agree** response torequest for donation from Citizens Advice **Agreed a £50.00 Donation. Action: Clerk**

B to **resolve to ratify** response to planning application 2021/1056/HPA **Councillors are reminded about the importance of all responding between meetings**  **Resolved**

C to **resolve to ratify** response to tree works application 2021/1125/TCA **Resolved**

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

**Ascertain what build work the CIL is for in this instance. Money to be claimed by Oct 25th Action: Clerk**

E To **discuss and agree** whether to request a TPO on the Sycamore at the Banqueting Hall

**Agree to send the tree report to the tree enquiries team and ask them to move forward with the TPO; add to November 2021 meeting agenda to feedback from the response Action: Clerk**

**Cllr Wharmby joined the meeting**

F To **discuss and agree** any further actions regarding the placing of a dog waste bin down Fostergate, following responses from SDC who cannot empty the bin in that location

**Agreed not to pursue the bin siting where it was going to be.**

**Cllr Cowling has informed resident who made original request Agreed to proceed with the placement of a post mounted litter bin on the grass on Bishopdyke Road, near to the Wolsey Walk snicket, post already being used for “school” signage Action: Clerk**

**Once the Bishopdyke bin is in situ to utilise the post on Fostergate by way of a sign advising walkers of their nearest litter/bagged dog waste disposal Action: Clerk**

G To **receive and discuss** the request to maintain the Sycamore in the Memorial Garden

**Contact Selby Town Council to ascertain ownership Action: Clerk**

H To **receive and accept** the insurance renewal from BHIB **Accepted, Action: Clerk**

I To **discuss** actions needed approaching the Queen’s Jubilee. National celebrations include an additional Bank Holiday and beacon lighting chain

**Approach residents Action: Cllr Cowling, Cllr Shepherd, Cllr Dennon**

J To **consider** Fields in Trust involvement at the Garth and Playing Field **Deferred to November meeting**

K To **agree to request** replacement signage at Maypole Gardens which is broken off at pavement level, and receive update on request of replacement signs at Broad Lane, Cornmill Close, Wistowgate **Agreed, Action: Clerk**

L To seek clarification from NYCC regarding exactly what the Parish Council’s responsibility is to trees on verges within the village

**Awaiting clarification from NYCC Action: Clerk**

**Look at PC map Action: Clerk**

M To **resolve to agree** this year’s Christmas Tree location and preparation needed in advance

**Location as per 2020 Agreed**

N To confirm litter pick arrangements **Confirmed**

O To **receive** report/feedback from the YLCA branch meeting **Received**

**New Code of Conduct to be circulated Action: Cllr Dennon**

P to **discuss** requesting that the street lights in the village are left on overnight for the safety of the residents

**Following discussion, it was agreed, no further action**

Q to **receive and accept** actions from last meeting (attached) note actions still required, and receive update on actions completed; in particular OBS smoke alarms and chairs; Dales Rivers Project, no cycling signage at Water Row, concern about high tonnage going over bridge **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) £57.39 Pension

S Gowlett (SO) £10.00 Clerk’s WFH Allowance

PKF Littlejohn LLP (paid) £300.00 (VAT £60.00) AGAR Return

British Gas Lite (DD) £8.50 (VAT £0.42) Christmas Box Electric

HMRC (paid) £549.20 Quarterly P32 Payment

Autela Payroll Services (paid) £57.23 (VAT £11.45) Quarterly Payroll Charges

Cawood Feoffment Estate (SO) £428.00 Quarterly OBS Rent

J Wood & Son (paid) £337.89 (VAT £64.36) Mower Blades

FR Jones & Son (paid) £534.47 (VAT £106.89) Lawn Mower

Eon Next (paid) £22.00 (VAT £1.05) PF Electricity

Giff Gaff (DD) £6.00 Clerk’s Mobile Phone

Eon Next (paid) £63.43 (VAT £3.17) OBS Electricity

Martin Bates (paid) £310.00 Grass Cutting Contract Sept21

B Income Received

Selby District Council £16230.00 Precept Payment

HMRC £1056.38 VAT Return (6-monthly)

**Resolved**

C to **receive** HSBC bank statements

D to **receive** balance sheet – attached

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

A To **receive** the September Safety Report **Received Action: Handyman**

B to **agree** to price QR signage for Nature Trail

**Seek price for signage – same size as nature trail plaques Agreed, Action: Clerk**

C To **agree** to ask Yorkshire Wildlife Trust to assist with mace clearance at the Garth **Agreed, Action: Clerk**

D To **agree** thistle clearance near tree in preparation for dead hedge, engage expert help in its development **Agreed**

**Approach resident for advice, research thistle only weed-killer Action: Cllr Horsfield**

**Seek advice from YWT regarding thistle removal Action: Clerk**

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

A To **receive** the September Safety Report **Received**

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

A To **receive** the interim safety report in lieu of outstanding annual inspection **Received Action: Handyman**

B Wicksteed confirmed play equipment inspection early November

C To **agree** action should Ash Dieback be confirmed at the Playing Field

**Tree to be felled if Ash Dieback is confirmed, check if it has TPO Agreed Action: Clerk**

D To **agree** the number, type and exact location of Ornamental Trees for the Queen’s Jubilee

**Plant three trees in a triangle shape, rather than four in a row Agreed**

**Look at details of possible trees and email choices asap Action: All**

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

To **receive** the September Safety Report **Received Action: Handyman**

**It was agreed actions highlighted in all safety reports would be resolved, where possible, by the Handyman before the next report is due.**

13 **PLANNING**:

A1 Application: Demolition of existing outbuilding. Proposed single storey rear extension. Location: Dovecot, 24 Sherburn Street, Cawood Reference Number: 2021/1115/HPA **No objection, action: Clerk**

A2 Application: Installation of hand forged lightweight safety hand railing to the back of the parapet to the Gatehouse tower roof Location: The Landmark Trust, Cawood Castle, Thorpe Lane, Cawood Reference Number: 2021/1191/FUL **No objection, action: Clerk**

A3 Application: Proposed erection of an estate fence and gateway, planting of a perennial wildflower meadow, repair and consolidation of low level ruined wall Location: Cawood Castle, 2 Thorpe Lane, Cawood Reference Number: 2020/0207/FUL **No objection, action: Clerk**

B1 Approval: Erection of rear extension and alterations to form additional living accommodation Location: Holly Cottage, 41 Wistowgate, Cawood Decision Number: 2021/0915/HPA

C Refusal: Lawful Development Certificate for proposed ancillary building to accommodate gym and wc/shower room Location: Four Acres, Bell Lane, Cawood Reference Number: 2021/0884/CPP

14 **CORRESPONDENCE**:

A Letter received from Citizens Advice (see item 7A)

B Resident request for improved signage at the end of the Foreshore

C Resident request for improved signage at the end of the Foreshore (separate correspondence to 14B, above)

**Request NYCC repaint no entry sign on the road, and lower the no entry road sign Action: Clerk**

D Resident request for the hedge at the bridge to be reduced (see item 4C)

Date of next full meeting Thursday 18th November 2021 at 1945hrs

There being no further business the meeting closed at 2210hrs

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

07541 434569