**MINUTES OF A MEETING OF CAWOOD PARISH COUNCIL TO BE HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 16th December 2021 AT 7:45PM.**

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 and Cllr Luker.**

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. 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 to **receive update** on the suspension monthly crime report from North Yorkshire Police and **to resolve** to request monthly updates are resumed

**Contact to request reports are reinstated in the simplest form possible Action: Clerk**

B to **receive** chimney safety document from Selby Fire Station and **agree** to share it with the community **Agreed**

C To **receive** the monthly bridge data for November 2021 **Received**

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

**PFLC confirm they would like a third defibrillator, located at the Playing Fields, Cllr Cattanach confirmed he is happy to fund up to £1000, providing advice is sought and accepted from the Community Defibrillation Coordinator, Yorkshire Ambulance Service. Action: Clerk**

**Height barrier at the PF would stop an ambulance attending, signage already up at PF advising to request an emergency responder, suggest key box to hold key to height restrictor. Discuss with Yorkshire Ambulance Service, PC to provide the emergency services with key box code** **Action: Clerk**

**Arrange siting of key box, once discussed, and agreed with emergency services**

**Action: Cllr Wharmby, Handyman**

**HGV signage, contact at NYCC has left. Clerk to speak to resident to ascertain whether a meeting was held prior to the contact leaving. Action: Clerk**

6. To **resolve to agree minutes** of Thursday 18th November 2021 meeting (attached) **Resolved**

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

A To **review** the **c**hange of PC meeting start times during term times to 7:45pm following changes to Brownies' meetings

**Now with OBS committee: OBS committee to invite Brownie and WI rep to the next meeting. Clerk to speak to the WI early January to advise of this. Brownie leader has suggested increased uptake due to later start and finish time. Action: Clerk, OBS Committee**

B To **receive and accept** the reviewed policies: Complaints, Sickness Absence, Expenses, Expenses Addendum Clerk, Records Management, Pensions, Model Publication Scheme, Privacy Notice (public), Privacy Notice (staff/councillors), Annual Leave, Emergency Dependent Leave, Staff Development, Website Policy and Procedures **Received and accepted. Reviewers were thanked**

C To **discuss and resolve to agree** to request donations towards rent and electricity paid by the PC, from the OBS committee, and to **agree** that the Clerk requests regular donations on a quarterly basis from now on. **Resolved, Action: Clerk**

**Email OBS Treasurer re rent contribution and invoice for the outstanding amount, then once this is paid ,request money quarterly**

D To **discuss and resolve to agree** to request donation towards electricity paid by the PC, from the PFLC, and to **agree** that the Clerk requests regular donations on a quarterly basis from now on

 **Agreed, Action: Clerk, Cllr Ward**

E To **receive** a budget forecast for financial year 2022/2023 **Received**

F To **discuss and agree** the precept requirement for 2022/2023 (Chairman & Clerk to sign)

**Option 3 Agreed, Action: Clerk**

G To **resolve to ratify** the CIL Annual Report **Resolved**

H To **receive and accept** Controlled Waste Transfer Note for the OBS 01/04/2022-31/03/2023 **Accepted, Action: Clerk**

I To **discuss** the options regarding changing of banks, following Natwest declining the PC’s application and reach a decision going forward

**Contrary to Clerk’s advice, No further action, stay with HSBC**

J To **discuss** the request from a resident for the PC to contact DEFRA to request footpath AG00318313 is re-opened

**PC to email DEFRA, and respond to resident an ask them to email DEFRA as well. Action: Clerk**

K to **agree** to thank those involved in Christmas tree provision and lighting

**Agreed, Action: Cllr Dennon**

L To **agree** Handyman cuts back ivy on tree and banking along Old Road (at the Foreshore end) **Agreed, Action: Handyman**

M To **receive** quotes, **discuss and agree** to signage for dog waste bag dispensers

**Investigate cheaper quotes. Action: Clerk**

N To **agree** to write to our MP to request reinstatement of remote parish council meetings **Agreed**

**Request remote/hybrid meetings Action: Clerk**

O To **receive and accept** actions from last meeting (attached) and note actions still required; in particular dog waste bin order (previous one chosen unavailable), advice from ambulance service on code sharing for defibrillators**,** update on speed signage quote/grant request, update from R&N Landscape on PF access road works.

**Pass on Cllr Wharmby’s number to R&N Landscapes for liaison re access road works** **Action: Clerk**

**Bin type agreed: WTS/2P Action: Clerk**

**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 (paid) Pension

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

Mrs J Smith – Brian Thornton (paid) £500.00 Garth Hay Cut

British Gas Lite (DD) £7.68 (VAT £0.38) Christmas Box Electric

Wicksteed (paid) £120.00 (VAT £24.00) PF Inspection November 2021

B&Q (paid) £16.00 (VAT TBC) Maintenance Supplies

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

Eon Next (paid) £52.28 (VAT £2.61) PF Electricity Nov 2021

Eon Next (paid) £108.09 (VAT £5.40) OBS Electricity Nov 21

YLCA (to pay) £22.50 Clerk Training (Legislation)

 **Resolved, Action: Clerk**

B Income Received

C to **receive** HSBC bank statements **Received**

D to **receive** HSBC charges summary **Received**

E to **receive** balance sheet **Received**

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

A to **agree** action required regarding growth of mace at the pond in the December/January “window” following information and advice received from the YWT

**Contact Natural England Action: Clerk**

B to **agree** Handyman cuts back ivy on Hawthorns at Gill Green and on the Garth trees **Agreed**

B Garth Report due January 2022

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

A OBS Report due January 2022

B to **accept** OBS draft minutes and agree possible actions **Accepted**

C to **receive** update following advice from YLCA on parking situation, and **discuss and agree** further actions **Received, no further action**

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

A To **receive** Wicksteed Annual Report and **accept** work required **Accepted**

B to **agree** further action regarding Ash tree in light of SDC 5 day notice refusal **Agreed**

**Apply for non-emergency tree works**  **Action: Clerk, Cllr Dennon**

C to **agree** Handyman cuts back ivy on Oak tree and reduces height and width of Silver Birch in hedge at Wolsey Grange **Agreed**

C interim report due January 2022

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

A Cemetery Report due January 2022

13 **PLANNING**:

A1 Application: Extension to the front of the existing double garage, extension to extend 1.4m to the front of the garage and across the full width, 0.7mof this to be open under a pitched canopy with one side ending against a new wall extended out from the end of the house and oak beam columns to be fitted at each side and in the middle of the canopy Ref No: 2021/1367/HPA Location: moorlands, 6 Fostergate, Cawood **No objection, Action: Clerk**

A2 Application: Single storey side extension Ref No: 2021/1334/HPA Location: 50 Chestnut Road (Back Lane), Cawood **No objection, Action: Clerk**

A3 Application: Removal of a former score box with storage and replacement with a storage shed for associated sports equipment Ref No: 2021/1423/FUL Location: Cawood Sports Field, Maypole Gardens, Cawood **No objection, Action: Clerk**

A4 Application: Discharge of Condition 03 (Himalayan Balsam survey and method statement of approval 2021/0292/DEM Prior notification for proposed demolition 2no large derelict greenhouse and brick outbuilding Ref No: 2021/1444/DOC **No objection, Action: Clerk**

B1 Approval: Erection of single storey rear extension Ref No: 2021/0361/HPA Location: Laburnum House, 36 Rythergate, Cawood

B2 Approval: Application for consent to fell 1No Cherry Tree in the conservation area Ref No: 2021/1125/TCA Location: Grange Cottage, Thorpe Lane, Cawood

B3 Approval: Demolition of existing conservatory, erection of single storey rear extension, re-roof of existing extension and conversion and alteration of garage to form additional living accommodation Decision No: 2021/1056/HPA Location: 17 Great Close, Cawood

B4 Approval: Alterations and extensions including single storey rear extension Decision No: 2021/1223/HPA Location: 5 Abbotts Gardens, Cawood

B5 Approval: Nonmaterial amendment of 2017/0177/FULM proposed residential development of 0.78 Ha to provide 23 no. dwellings with ancillary infrastructure, access road, parking spaces and garages Decision No: 2021/1285/MAN2 Location: 23 Ryther Road, Cawood

B6 Approval: Application for consent to crown reduce 1No Malus tree (T1) by 40%, 1No Variegated Maple tree (T2) by 50%, 1No Maple tree (T3) by 40%, 1No Rowan tree (T4) by 40% and 1No Apple tree (T5) by 50% in the conservation area. Decision No: 2021/1169/TCA Location: Beech Cottage, Chestnut Road (Back Lane), Cawood

B7 Approval: Five-day notice to fell 1 No Alder (T10) covered by TPO 1/1973 Decision No: 2021/1450/TNO2 Location: Tara Cottage, 7 Fostergate, Cawood

C1 Refusal: Five day notice to fell 1no Ash Tree covered by TPO 1/1973 Ref No: 2021/1472/TNO2 Location: Cawood Sports Field, Maypole Gardens, Cawood

 14 **CORRESPONDENCE**:

A Resident contacted Cllr Lloyd regarding storm damage to Wolsey Grange hedge

B Resident contacted Cllr Luker regarding footpath closure (see Item 7E)

C Request received from Selby Fire Station to share leaflet with the community (see item 4B)

Date of next full meeting 20th January 2022 at 1945hrs

There being no further business the meeting closed at 2110hrs.

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

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