**MINUTES OF A MEETING OF CAWOOD PARISH COUNCIL HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 17th February 2022 AT 7:45PM.**

**MEMBERS PRESENT: Cllr Dennon (Chairman), Cllr Wharmby, Cllr Luker, Cllr Lloyd, Cllr Shepherd, Cllr Hepworth, Cllr Ward**

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 Horsfield and Cllr Cowling**

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 Monthly crime reports are no longer in circulation, despite the PC requesting they continue in a simple format

B To **discuss** the speed limit on Ryther Road, and **agree** to request the 30mph limit is moved beyond the caravan park

**Two recent incidents, reiterate what the PC previously asked for (40MPH with warning of emerging caravans, between Button Hill corner and Cawood Caravan Park entrance)**

**Contact NYCC Highways** **Action: Clerk**

**Look into gateways/road markings for Wistowgate entrance, for March agenda Action: Clerk, all**

C To **discuss** the pavement on Broad Lane, and **agree** to report issues to NYCC

**Report to NYCC Action: Clerk**

D To **receive** the monthly bridge data **Received**

**Oct/Nov reported 2 residents asked that the foreshore exit signage repainted, chase. Action: Clerk**

**Chase Community Police on advice for CCTV in the Playing Field area** **Action: Clerk**

**Maypole Gardens sign has now been removed as it is dangerous, awaiting replacement by SDC.**

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

6. To **resolve to agree minutes** of Thursday 20th January 2022 (attached) **Resolved, Action: Clerk to put on website**

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

A To **receive** an update on street lighting **Received**

**Neither Officer at NYCC has responded despite recorded delivery letters.**

**Add to March agenda**  **Action: Clerk**

B To **receive and accept** the updated Asset Register

**Received and accepted with minor amendments Action: Clerk**

C To **resolve to agree** to renew the Microsoft subscription on the PC laptop at a cost of £59.99 for the year  **Resolved, Action: Clerk**

D To **resolve to agree** to purchase new pads for the defibrillators in March when the current ones expire **Resolved, Action: Clerk**

E To **discuss and agree** to purchase a commemorative plaque for the Queen’s Green Canopy trees planted in the Playing Fields’. Quotes sourced and shared.

**Purchase from The Workshop Aberfeldy, European Oak 200mmx145mm plus spike**

**Agreed, Action: Clerk**

F To **receive** quotes for the upcoming Internal Audit and **agree** which company to use. Quotes sourced and shared.

**Internal Auditor this year will be Accountant Ant £150.00** **Agreed, Action: Clerk**

G To **resolve to ratify** to follow RHS guidance and complete works to the Silver Birch on Chestnut Road in September 2022, and **agree** for Clerk to advise resident of the proposed date of works

 **Resolved, Action: Clerk**

H To **receive** report from YLCA branch meeting, and **agree** any actions. Chairman brought forward 7L for discussion  **Received**

**Put in a ticket to the YLCA for advice on trees growing in verges, and where responsibilities lie**

**Action: Clerk**

**Chase for meeting with Sharon Fox, as promised in Summer 2021** **Action: Clerk**

**Get land registry details for village property**  **Action: Clerk**

I To **receive** report from SDC meeting RE elections procedures in May and **agree** any actions

**Share Power Point to appendices once received from SDC. Request details of electoral role, last updated December 2021. Complete all paperwork in March 2022 meeting, make appointment to submit** **Action: Clerk**

J To **accept** Clerk’s review of amended standing orders and financial regs following changes to tendering thresholds **Accepted, Action: Clerk to put on website**

K To **discuss** Queen’s Jubilee plans and **agree** further actions

**Find out whether the school hall/facilities can be used without cost, and whether the PTA are planning any commemorative souvenirs** **Action: Clerk, Cllr Dennon**

L To **review and discuss** the situation of trees growing in verges around the village (see H)

M To **discuss** the spring litter pick

**Sunday 24th April 2022, arrange delivery with SDC to be by Thursday 21st Action: Cllr Shepherd**

**Book OBS**   **Action: Cllr Hepworth**

N To **discuss and agree** a meeting with the Feoffees in March 2022

**Suggest Thursday 3rd March, Cllr Lloyd, Cllr Wharmby, Cllr Dennon to attend. Agenda formulated for meeting.**   **Action: Clerk, Cllr Dennon**

O To **discuss** the suggestion that the EA remove the brick planters at the Foreshore, and replace the bollards with drop bollards (in addition to the one already agreed to), to enable ease of access for temporary pump  **No action**

P To **receive and accept** actions from last meeting (attached) and note actions still required; in particular the response from letter to Cllr Lee, bin on Bishopdyke, HGV signage (request for copy prior to print), Ulleskelf Christmas decorations. **Received**

**Speeding sign on Bishopdyke, remove additional warranty, accept grant, go ahead Action: Clerk**

**Go ahead with bin fitting on the ‘school’ signpost Action: Clerk**

**HGV signage: despite repeated requests NYCC Highways have not shared proposed signage information details with the Parish Council but have advised that they should be fitted by April 2022**

**Carlton Clerk offered meeting to go through cemetery management Action: Cllr Dennon, Clerk**

**Cemetery wall repointing, awaiting quotes from J O’Connor, S&M Builders, Cawood Property Maintenance. Distribute quotes when received.** **Action: Clerk**

**Orion Builders to be advised access will be required for estimates and works Action: Cllr Wharmby**

**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) £57.39 Pension

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

HSBC (automatic payment) £10.00 Bank Charges December 2021

Fields Garden Centre (paid) £329.16 Final Payment for trees

Bloombugs (paid) £24.99 (VAT £5.00) Seed Bombs

All Saints Church (to pay) £140 Annual clock maintenance

ILCA Training (to pay) £144.00

S Gowlett 10hrs Overtime for ILCA training

SLCC (to pay) £120.00 Clerks’ Membership

Eon Next (paid) £62.50 (£3.12 VAT) PF Electricity January 2022

NetWiseUK (to pay) £315.00 (£63.00 VAT) Hosting, Support, Maintenance Mar22-Mar23

Eon Next (to pay) £161.34 (£8.11 VAT) OBS Electricity January 2022

HSBC (automatic payment) £8.50 Bank Charges January 2022 (due 22/02/22)

 **Resolved**

B Income Received

C To **receive** HSBC bank statements **Received**

D To **receive** balance sheet **Received**

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

A To **receive** the January safety report **Received. Action: Clerk, Cllr Wharmby, Handyman**

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

A To **receive** the January safety report **To receive prior to March 2022 meeting**

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

A To **receive** the January safety report **Received, Action: Clerk, Cllr Wharmby, Handyman**

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

A To **receive** the January safety report **Received,** **Action: Clerk, Cllr Wharmby, Handyman**

B To **receive** an update and **discuss** further action regarding the Cemetery Wall **See 7P**

13 **PLANNING**:

A1 Application:

B1 Approval: Installation of hand forged lightweight safety hand railing to the back of the parapet to the Gatehouse tower roof Decision No: 2021/1191/FUL Location: The Landmark Trust, Cawood Castle, Thorpe Lane, Cawood

B2 Approval: Erection of an estate fence and gateway, planting of a perennial wildflower meadow, repair and consolidation of low level ruined wall Decision No: 2020/0207/FUL Location: Cawood Castle, 2 Thorpe Lane, Cawood

B3 Approval: Demolition of existing side extension, erection of single storey side and rear extension and erection of double garage with office above Decision No: 2021/1022/HPA Location: Station Masters House, 30 Broad Lane, Cawood

B4 Approval: Removal of a former score box with storage and replacement with a storage shed for associated sports equipment Decision No: 2021/1423/FUL Location: Cawood Playing Fields, Maypole Gardens, Cawood

B5 Approval: Laterally reduce branches over footpath and prune branch ends to 1 No Red Horse Chestnut (T2), crown lift by 2 metres over footpath, prune branch ends only, cutting back to side branches to 1 No Red Horse Chestnut (T3), remove deadwood greater than 25mm diameter on south east towards road sign to 1 No Red Horse Chestnut (T5) covered by TPO 1/1973 and removal of 1 No Hawthorn (G1) in the conservation area Decision no: 2021/1476/TPO Location: Gill Green, Broad Lane, Cawood

C Refusal:

 14 **CORRESPONDENCE**:

A Response from Nigel Adams MP, RE: Remote Meetings

B Response from Nigel Adams MP, RE: Planning Permission Concerns

C Reports from residents (2) regarding pavement issues on Broad Lane (see item 4C)

**Scheduled Ancient Monument Consent Notice displayed on Thorpe Lane (outside the banqueting hall), in addition to works agreed in the planning permission (2021/1191/FUL and 2020/0207/FUL) this notice includes: re-tiling of the banqueting house using new pan tiles, replacement of rainwater goods to the stair turret and repainting of all existing rainwater goods, external limewashing, lifting and resetting flagstones to the gatehouse tower roof. Historic England have advised contact with SDC Planning to clarify whether these works need additional planning. Clerk has spoken to SDC who have advised emails to relevant team members, and planning enforcement team.**

**Share update once received Action: Clerk**

There being no further business the meeting closed at 2154hrs

Date of next full meeting 17th March 2022

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

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