**THE ANNUAL MEETING OF CAWOOD PARISH COUNCIL IS TO BE HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY MAY 19TH 2022 AT 7.45PM. THIS WILL BE FOLLOWED BY THE ANNUAL PARISH MEETING TO BE HELD ON THURSDAY 19TH MAY 2022 AT 9.30PM.**

1. ELECTION OF OFFICERS:

Chairman

Vice Chairman

Internal Control/Finance

Playing Field Wardens

Playing Field Liaison Committee

Cemetery Wardens

Castle Garth Wardens

Local Councils Association

Old Boys’ School Committee

Community Centre Association/Hub

Cawood Grows Together

Health & Safety

Website Administrators

Staffing Committee

Chair to sign their declaration of Acceptance of Office

2. To **receive** **APOLOGIES for** absence given in advance of the meeting and to **consider** the approval of reasons given for absence

3. To receive **DECLARATIONS OF INTEREST** in any matters on the agenda.

4. **VISITORS:** Members of the public may request to attend this virtual 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.

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

A To **receive** the monthly bridge data for April 2022

B To **receive** updates following Clerk and Chairman's site meeting with NYCC Highways Senior Engineer and NY Police reply

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

7. To **resolve to agree minutes** of Thursday 21st April 2022

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

A To **resolve to permit** any councillor that is unable to sign their Declaration of Acceptance of Office at this meeting, or who has not undertaken this task before this meeting, to sign their Declaration before or at the next ordinary meeting of the Council

B To **appoint** two Councillors to attend the YLCA branch meetings to represent Cawood Parish Council as voting representatives, and to **agree** for the Clerk to share the email addresses of the appointed Councillors with the YLCA

C To **resolve to agree** to increase the hourly rate for use of the OBS for children’s groups to match the charge for all other users to meet the rising energy costs and to ensure fairness and consistency

D To **resolve to** **accept** the amended Standing Orders, as per the YLCA Weekly Bulletin 6th May 2022

E To **agree** to tidy the flowerbed at the foreshore prior to the Bridge Ceremony

F To **receive** details of vacant Cawood Grows Together areas: Wistowgate Barrel (near Manor House), Church End Barrel (pumping station, right hand side), Old Road Bed (up to 5 sections), Old Boys’ School (2 plastic tubs), Old Boys’ School Bed, Bishopdyke Road 2 village entrances.

G To **ratify agreement** for the Clerk to complete the NALC Local Council Finance Survey 2022

H To **resolve to agree** to set up a direct debit payment for the yearly ICO (data protection) fee (direct debit payments receive an annual reduction of £5.00)

I To **receive and accept** new password for Councillor area on website

J To **agree** to challenge NYCC regarding trees in verges having received YLCA advice

K To **agree** to explore a village Open Gardens next year in conjunction with National Garden Scheme charity

L To **receive** request in White Rose Bulletin (13th May 2022) to complete NALC survey on Local Council Elections

M To **receive and accept** actions from last meeting (attached), receive any updates and note actions still required. Jubilee: roadblock processed, rubbish disposal quote received; confirmation of litter bin order (Bishopdyke); confirmation of Maypole Gardens sign ordered; dog waste bin stickers received; skatepark signage and QR sign ordered; advice taken from NYCC RE speed management.

**9 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

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

HSBC (auto payment)

British Gas Lite (DD) £6.69 (VAT £0.80) Christmas Box Electric

Wel Medical (Paid) £750.00 (VAT £150.00) Defibrillator, paid for by SDC Grant (Cllr Cattanach)

NPower (paid) £722.28 (VAT £36.11) Street Lighting 1st Apr 21 – 31st Mar 22

Eon Next (paid) £544.98 (VAT £109.00) OBS Electric March 2022

Amazon (Visa) £173.46 (VAT £29.50) Jubilee Items

Home Bargains (Visa) £19.44 CGT Items

GiffGaff (DD) £6.00 Clerk’s Mobile Phone

Fields Garden Centre (Visa) £10.93 CGT Items

British Gas (DD) £69.74 (VAT £3.49) PF Electricity April/May 2022

British Gas (DD) £298.07 (VAT £14.90) OBS Electricity Apr/May 2022

Wel Medical (to pay) £85.85 (VAT £17.17) Defib Pads

ICO (to pay) £35.00/£40.00 (see 7H) Yearly Data Protection Fee

Avery (Visa) £31.32 (VAT £6.27) Stickers – dog waste bag dispensers

Martin Bates (to pay) £310.00 Grass Cutting Contract April 2022

Eon Next (paid) £2.36 (VAT £0.12) PF Final Bill Apr 2022

B Income Received

Selby District Council £16,681.35 Precept Payment

HMRC £750.22 VAT Return

Jubilee Event £284.00 Fundraising/donations

C To **receive** HSBC bank statements

D To **receive** balance sheet – attached

E To **receive and accept** the year end accounts 2021/2022 (attached)

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

A May Safety Report due

B To **discuss and review** access

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

A May Safety Report due

B To **resolve** SDC correspondence be sent to Clerk in future to ensure prompt receipt. SDC Valuation completed.

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

A May Safety Report due

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

A May Safety Report due

14 **PLANNING**:

A 1 **Application (Lawful Development Certificate)**: Lawful development certificate for existing use of land as part of a domestic curtilage Ref: 2022/0468/CPE Location: Four Acres, Bell Lane, Cawood

A 2 **Application (Permitted Development):** Prior notification for erection of a general purpose agricultural storage building Ref: 2022/0461/AGN Location: Field House, Broad Lane, Cawood

B 1 **Approval**:

15 **CORRESPONDENCE**:

A

Date of next meeting Thursday 16th June 2022

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

07541 434569

**AGENDA FOR THE ANNUAL PARISH MEETING TO BE HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 19th MAY 2022 AT 9.30PM.**

MINUTES OF THE 2020/2021 MEETING FOR APPROVAL (attached).

MATTERS ARISING FROM THE MINUTES, or from the Clerk’s Annual Report 2020/2021

CLERK’S ANNUAL REPORT, 2021/2022

QUESTIONS FROM THE PUBLIC.