**MINUTES OF A MEETING OF CAWOOD PARISH COUNCIL HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 16th JUNE 2022 AT 7:45PM.**

**MEMBERS PRESENT: Cllr Dennon, Cllr Wharmby, Cllr Shepherd, Cllr Luker, Cllr Brown, Cllr Horsfield, Cllr Green**

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 Ward.**

2. To receive **DECLARATIONS OF INTEREST** in any matters on the agenda. **Cllr Brown declared an interest in item 13B1.**

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. **Two residents attended on behalf of Cawood Castle Garth Group, to give the Parish Council details of the upcoming celebrations for the 150th anniversary of the building of Cawood bridge on Sunday 31st July 2022, 11am – 4pm. The celebrations take place at the Ferry Inn, Old Boys’ School, All Saints Church and at the bridge itself. The day includes a historical interpretation, bridge opening (at 12 noon), ski club display, music, refreshments, exhibitions and storytelling.**

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

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

B To **receive** the results of the speed survey on Wistowgate and **resolve to confirm** order of VAS at this location following advice from NYCC **Resolved, Action: Clerk**

C To **discuss and agree** any further locations for speed surveys **no further surveys to be undertaken at present**

D To request handyman adapts the beacon to ensure burning wood is better contained

**Action: Handyman**

**NYCC hedge on The Garth (on the cut) overgrown and dangerous to walkers (brambles)**

 **Action: Handyman**

5. **MATTERS FOR THE ATTENTION OF THE** **DISTRICT AND COUNTY COUNCILLOR**.

**Investigate legacy grants available to Cawood Action: Cllr Brown**

**To request a donation towards the outdoor gym equipment and toddler see saw**

 **Action: Clerk**

6. To **resolve to agree minutes** of Thursday 19th May 2022 (attached) **Resolved**

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

A To **discuss** setting up a working group for local community planning for emergencies **no action**

B To **resolve to ratify** the response to listed building permission at 3 Market Place, Cawood REF: 2022/0185/LBC **Resolved**

C To **resolve to ratify** no response from the PC to the consultation on local flood risk management strategy **Resolved**

D To **resolve to accept** theinternal control review **Resolved**

E To **resolve to agree** the internal audit report and agree necessary action from it

**Resolved, Action: Clerk**

F To **resolve to agree** the assertions in section 1 of the Annual Governance and Accountability Return

 **Resolved, Action: Clerk**

G To **resolve to agree** the accounting statement in section 2 of the Annual Governance and Accountability Return  **Resolved, Action: Clerk**

H To **resolve to agree** the exercise of public rights for 30 clear days, from Monday 20th June 2022 to Friday 29th July 2022 **Resolved, Action: Clerk**

I To **agree** payment of grants to the Playing Fields Liaison Committee (as per spreadsheet)

**Agreed, Action: Clerk**

J To **resolve** to change banking accounts, as recommended by the RFO, following a 6 month review of banking arrangements

**To apply for a new treasurers account with Lloyds Bank**   **Resolved, Action: Clerk**

K To **receive** report from the YLCA Branch Meeting and **agree** any actions **Received, no actions**

L To **consider** annual staffing committee review, **agree** election of Chair, and **agree** any other necessary changes

**Agree to change the number of Councillors on the staffing committee to three, meetings to be quarterly (minimum), additional hours for employees to be agreed by whole staffing committee prior to them taking place Accepted, Action: Staffing Committee**

M To **resolve to agree** the 4 pieces of Adult Gym equipment will consist of: inclusive 4 disc thai chi spinner, double air skier, sit up board, multi traction, with safety mesh underlay for all 4. Additionally, a toddler seesaw will be priced. **Resolved, Action: Clerk**

N To **resolve to join** Fields in Trust at £65.00 per annum  **Resolved, Action: Clerk**

O To **resolve to challenge** NYCC powers regarding grass verges  **Resolved, Action: Clerk**

P To **resolve to agree** to have electric box installed for Christmas Tree at roundabout

 **Resolved, Action: Clerk**

Q To **resolve** to delegate arrangements for National Garden Scheme 2023 to Cllrs Dennon and Shepherd

 **Resolved, Action Cllrs Dennon & Shepherd**

R To **accept** audit plan and **agree** Clerk to diarise actions from it for future agendas

 **Accepted, Action: Clerk**

S To **resolve to agree** to book Vesta Fire to undertake yearly fire and emergency lighting service at the Playing Fields and the Old Boys’ School  **Resolved, Action: Cllr Wharmby**

T To **receive and accept** actions from last meeting and note actions still required; in particular update on Garth tree report (ancient orchard area), bin on Bishopdyke, street light progress.

**Updated Garth Tree Report, to identify Willow that needs pollarding Action: Clerk/Garth Wardens**

**8 FINANCE:**

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

Clerk (to pay) Net salary

Handyman (to pay) Net salary

NEST (paid) Pension

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

HSBC £15.91 Bank Charges May 2022

B&Q (VISA) £39.00 Varnish

Spar (VISA) £27.17 (VAT £5.43) Handyman Fuel

Inprint (Bank Trfr) £6.45 (VAT £1.29) No horses sign

Wrights of Crockey Hill (VISA) £150.00 (VAT £30.00) Scalpings

YLCA (to pay) £25.00 Managing a councils finance training

A Beaumont (paid) £71.95 Reimbursement Jubilee Road Closure Signage

Cartridge People (Visa) £21.62 (VAT £4.32) Printer Ink

Accountant Ant (paid) £150.00 (VAT £30.00) Internal Audit 2022

Amazon (Visa) £35.35 (VAT 7.08) PF & Garth Signage, archive envelopes

KarenAllSorts (Visa) £15.98 Jubilee Items

Microsoft (Visa) £49.99 (VAT £10.00) Microsoft Subscription 2022

HM Land Registry (Visa) £6.00 Title Register and Title Plan – PF

HM Land Registry (Visa) £6.00 Title Register and Title Plan – Garth

B&Q (Visa) £22.00 Maintenance Items

Yorkshire Trading (Visa) £8.47 Jubilee items

ICO (DD) £35.00 Yearly Subscription

British Gas (DD) £9.60 (VAT £0.48) Christmas Box Electric

Fields Kitchen (Visa) £24.00 Cawood Grows Together Plants

GiffGaff (Visa) £6.00 Clerks Mobile Phone

Amazon (Visa) £28.98 Jubilee Items

Amazon (Visa) £12.89 Fairy Houses

NYCC (to pay) £110.00 (VAT £22.00) Wistowgate Speed Survey

Signs Express (paid) £75.00 (VAT £15.00) QR Nature Trail sign & skate park sign

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

WelMedical (to pay) £399.00 Defibrillator Cabinet

British Gas (DD) £235.00 (VAT £11.75) OBS Electric May/June 2022

JRB Enterprise (VISA) £393.00 (VAT £78.60) Dog Waste Bags

British Gas (DD) £57.13 (VAT £6.52) PF Electric May/June 2022

 **Resolved**

B Income Received

HSBC £2.24 Interest Payment

Donation £110.00 Donation to jubilee event

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 May safety report **Received**

B To **agree** to book B Thornton to cut and bale the Garth grass in July, and to request help from Councillors on the day of cutting. **Agreed: Clerk to book**

**Assist on the day/s, print and display signage Action: Cllr Horsfield**

**Post on Cawood Folk, request no cars parked on Cardinals Court Action: Clerk**

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

A To **receive** the May safety report **Received**

B To **request** update from the OBS Committee regarding signage for the accessible toilet (as per Equal Opportunities policy), current signage is ‘disabled toilet’

**Confirmation that the signage will be amended Action: Cllr Green**

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

A To **receive** the May safety report **Received**

B Bowls club boundary fence requires 5 new panels **Defer to next meeting, Clerk to take photos**

C To **request** summer update on Ash dieback situation and **agree** next tree survey **Action: Clerk**

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

A To **receive** the May safety report **Received**

B To **discuss and** **agree** further actions regarding the cemetery wall adjacent to the Orion Homes build

**Continue to check the wall, but for the time-being to maintain it, repair and replace coping stones where necessary. Agreed, Action: Clerk, Cllr Wharmby**

C To **agree** Clerk to contact families regarding obstructions, planting on and around graves impeding maintenance/contravening rules **Agreed, Action: Clerk**

13 **PLANNING**:

A1 Application: Installation of new timber framed seating pods and raised timber decking in the car park area of the existing Public House (Retrospective) Ref: 2022/0552/FUL Location: Castle Inn, 7 Wistowgate, Cawood **No objection, Action: Clerk**

B1 Approval: Lawful development certificate for proposed bricking up existing garage door opening forming new window within Ref: 2021/0936/CPP Location: The Vicarage, 31 Rythergate, Cawood

B2 Approval: Application for consent to reduce the overall shape of 1No Yew Tree by 40% in the conservation area Ref: 2022/0365/TCA Location: 20 Church End, Cawood

B3 Approval: Partial conversion of garage to form habitable accommodation Ref: 2022/0145/HPA Location: 8 Wolsey Grange, Cawood

C Refusal:

 14 **CORRESPONDENCE**:

A Resident requested contact details for the local area police officer

Date of next full meeting Thursday 21st July 2022

There being no further business the meeting closed at 2150hrs

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

07541 434569