**AGENDA OF A MEETING OF CAWOOD PARISH COUNCIL TO BE HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 13th July 2023 AT 7:45PM; YOU ARE SUMMONED TO TAKE PART.**

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

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

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.

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

A To **receive** the monthly bridge data

B Damage to lamp post on at Sherburn Street/Chestnut Road, reported to NYC by Clerk

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

6. To **resolve to agree minutes** of Thursday 15th June 2023

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

A To **discuss** the sharing of documents related to the agenda, and agree a cut off date prior to meetings

B To **resolve to accept** the updated Councillor job description, received in the April 2023 meeting

C To **receive** the D-Day anniversary guide and decide further actions

D To **resolve to ratify** comments on planning application 2023/0457/HPA

E To **resolve to agree** to requesting the PC litter pickers back from school before the summer holidays

F To **resolve to accept** the internal control check for the first quarter of financial year 23-24

G To **resolve to accept** the budget monitoring review for the first quarter of financial year 23-24

H To **review** the Garth Management Plan and update accordingly

I To **resolve to agree** to draft a management plan regarding PC owned land including those areas mown and those not mown and to agree a communication plan on how to notify Cawood residents

J To **receive** the Yorkshire and Humber Climate Commission Consultations and **agree** a response to each, if any

K Pensions policy review due September (staffing committee)

L To **resolve to ratify** fixing of leak on cemetery track, and to continue investigation of ownership for future

M To **resolve to accept** the revised staffing committee terms of reference

N To **receive** feedback from YLCA branch meeting attended by Cllrs Dennon and Brown

O To **receive and accept** actions from last meeting (attached) and note actions still required; in particular Ash Tree in the playing fields, closure of HSBC completed as per agreement in April 2023 meeting, info received from STC RE: Pontoon and further actions regarding the maintenance, update on electric box report arrangements.

**8 FINANCE:**

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

Clerk’s Wages (to pay) Net salary

Handyman’s Wages (to pay) Net salary

NEST (paid) £103.77 Pension

Clerk (SO) £10.00 Clerk’s WFH Allowance

HSBC £8.00 Bank Charges June 2023

Wel Medical £59.95 (VAT £13.18) Replacement defib pads OBS

Argos (visa) £55.00 Microwave (OBSMC)

Shell (Visa) £33.36 Mower fuel

Websters Burn (Visa) £133.56 Awaiting Receipt – Handywork

British Gas (DD) £10.44 (VAT £0.52) Christmas Box Electric

HMRC (paid) £552.20 P32 Quarter 1

Amazon (Visa) £42.50 (VAT £8.50) Staffing Committee Safe

North Yorkshire Council (to pay) £350.94 (VAT £70.19) Street Light maintenance **(Clerk has requested breakdown of charges)**

B&Q (Visa) £13.33 Handywork – awaiting receipt

Cawood Feoffment Charity £428.00 OBS Rent (OBSMC £140.00)

DC Cleaning Solutions (paid) £257.28 OBS Cleaning (OBSMC)

Autela Payroll Services (paid) £66.96 (VAT £13.40) Quarterly payroll charges

Land Registry (Visa) £6.00 Land search for cemetery track

Land Registry (Visa) £6.00 Land search for cemetery track

Cobblers Last (Visa) £18.00 PF Toilet keys x 4

Sainsbury’s (Visa) £8.80 Postage Stamps

GiffGaff (Visa) £6.00 Clerk’s mobile phone

B To **resolve to confirm authorisation of payment of this month’s S137 Expenditure:**

JRB Enterprises (to pay) £450.00 (VAT £90.00) Dog waste bags

C Income Received

Lloyds £26.55 Bank Interest

CFIT £25.00 Monthly PF Usage

Grundy’s £165.00 Cemetery invoice 0323

C to **receive** bank statements (**due to the change of meeting date the statements are not available, the clerk has downloaded and shared expenditure details), balanced statements will be available in the August meeting**

D to **receive** balance sheet

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

A Thistles overdue for cutting, agreed to be completed in June

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

A

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

A

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

A

13 **PLANNING**:

A1 Application

B1 Approval: Removal of existing side garage and erection of two storey side extension Ref: 2023/0272/HPA Location: Cobweb Cottage, 4 Chestnut Mews, Cawood

B2 Approval: Erection of single storey rear extension Ref: 2023/0328/HPA Location: Athelstone House, 1 Keesbury Park, Cawood

B3 Approval: Listed building consent for replacement of existing front door Ref: 2022/1233/LBC Location: 3 Market Place, Cawood

C1 Refusal: Ref: 2021/0994/DOC Bank House, 78 Church End Cawood Discharge of conditions 04 (Window) and 05 (Historic Building Recording and Analysis) of approval 2021/0148/LBC Listed building consent for Installation of heritage style roof lights to rear and reinstating of gable end window

14 **CORRESPONDENCE**:

A Resident contacted offering the PC a plum tree, to plant in the park

B Local company arranging ‘Jolly Christmas Drive Through’ request PC thoughts and feedback

C Resident contacted regarding the leak on the track to the cemetery

D Resident contacted regarding the thistles on the Garth

E Resident has requested information regarding use of playing fields for junior football coaching

F Resident has requested advice regarding Sycamore trees at Old Road

Date of next full meeting Thursday 17th August 2023

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

07541 434569