**MINUTES OF A MEETING OF CAWOOD PARISH COUNCIL HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 15th June 2023 AT 7:45PM.**

**MEMBERS PRESENT: Cllr Dennon, Cllr Wharmby, Cllr Luker, Cllr Horsfield, Cllr Shepherd, Cllr Brown, 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 Lunn and Cllr Lloyd.**

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** the monthly bridge data **Received**

**Request that Cllr Cattanach intervenes on behalf of the PC regarding the 32 tonne vehicle, request that there is a heavier penalty for those excessively over the weight limit Agreed, Action: Clerk**

**Antisocial behaviour on playing fields, teenagers using laughing gas, drinking beer, playing football.**

**Clerk to notify local Police contact (community messaging, local PCSO) Agreed, Action: Clerk**

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

**Actions requested by the PC for Cllr Cattanachs intervention to be recorded on the PC action sheet Agreed, Action: Clerk**

6. To **resolve to agree minutes** of Thursday 18th May 2023 **Resolved**

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

A To **resolve to accept** the internal control review **Resolved**

B To **discuss and agree** any comments for Cllr Brown to share at the upcoming Let’s Talk Transport meeting

**Comment on the use of the bridge, and requesting that parking charges are not increased Action: Cllr Brown**

C To **receive update** from Cllrs Horsfield and Brown regarding Christmas lights, and the electric supply (Christmas Box)

**The box is functional, but an inspection is overdue so would need to be arranged prior to using. Cllr Horsfield suggests the cable is bridged over the path, possibly with a message over the top ‘Merry Christmas’, mains lights approximately £350 a set. Alternative is battery lights, approx. cost £100.**

**The projector is expensive, £1000 per year for 5 years, but cheaper than the previous quote to light Main Street – awaiting pictures from the company. Possibly purchase a cheaper projector to try.**

**Contact Dan Wright to complete the check Agreed, Action: Clerk**

**Submission for the large purchase to light Main Street would need to be completed by the end of June, no action for this year.**

D To **discuss** the future of the electric supply (Christmas Box) and **agree** whether to contact Clear Utility Solutions regarding a contract for supply (free go from British Gas August 2023)

**Await report from Dan Wright then discuss further by email, ratify in July meeting.**

E To **discuss** the mowing in the village, particularly in regard to daffodils and other recently planted bulbs

**Look at invoices for an understanding of the breakdown of work**

**Agreed, Action: Clerk, Cllr Dennon**

**Investigate the contract and communicate findings Agreed, Action: Cllr Wharmby**

**Do not cut any flowers/bulbs until they are yellow Agreed, Action: Cllr Wharmby**

F To **receive** information on the Community Ownership Fund, and **agree** to put forward an expression of interest

**Appears that this needs to have matched funding. Needs investigating further, including quotes for the work needed. Suggest the PC investigate for the pavilion. Share with the Feoffees as it may be of interest to them.**

**Clerk to share with Feoffees Agreed, Action: Clerk**

**Liaise with the Feoffees and offer support Agreed, Action: Cllr Brown**

**Contact relevant professionals, contact North Yorkshire Council and Cllr Cattanach RE grant**

 **Agreed, Action: Cllr Brown**

**Speak to Community Hub group for information Agreed, Action: Cllr Luker**

**Contact builders for advice and prices Agreed, Action: Cllr Wharmby**

**To investigate grant funding through Community Building Network Agreed, Action: Cllr Horsfield**

G To **receive** invite to attend remote meeting with Assistant Chief Constable Scott Bisset on 12th July, and **agree** any questions to put forward

**Request that the monthly report/newsletter be reinstated Agreed, Action: Clerk**

H The VAS will be turned off for one week in June (as per agreement with NYC), **Clerk has asked the Handyman to do this**

I To **resolve to ratify** to not go ahead with the Garth annual cut in June, and request the cut takes place late July/August as per the management plan **Resolved**

J To **resolve to accept** the review of the Standing Orders of Cawood Parish Council **Resolved**

K To **discuss** the riverbank mowing, and **agree** further actions

**This work is completed by the Environment Agency No Action**

L To **receive** details of consultation on developing local partnerships for onshore wind in England, and **agree** whether to send a response via the YLCA  **Agreed, No Action**

M To **receive** the NALC request for information, planning case study, and agree comments for the survey, if any **Agreed, No Action**

N To **receive** a payroll update from the Staffing Committee **Received**

**Purchase fire safe, staffing committee to send details to clerk**

**Agreed, Action: Staffing Committee, Clerk**

**Recommendations regarding pay grades Agreed, Action: Staffing Committee**

**Terms of reference: add delegated powers to the payroll company and handover details for new staffing committee members Agreed, Action: Staffing Committee, Cllr Dennon**

O To **resolve to agree** the conditions of hire document for the PF **Agreed**

**Small amendment to document Action: Cllr Brown**

**Share with hirer Action: Clerk**

P To **receive and accept** actions from last meeting (attached) and note actions still required; in particular

**Chase probation service Action: Clerk**

**Graffiti – thank you sent via Facebook**

**Ash Tree - look again in one month, discuss in July meeting under actions Action: Clerk**

**Wildflower seeds need collecting Action: Clerk**

**Orion Homes are unable to help with the work on the coping in the Cemetery, or the spreading of scalpings. Contact Orion again and see what they can help with. Action: Clerk**

**The Chair brought forward item 14D. Clerk to respond to resident, advise that the PC has contacted**

**Yorkshire Water twice and will contact again, suggest resident also contacts YW. Action: Clerk**

**Clerk to investigate documents held to ascertain ownership of access to cemetery Action: Clerk**

**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) £114.26 Pension

Clerk (SO) £10.00 Clerk’s WFH Allowance

HSBC £8.00 Bank Charges May 2023

BATA (Visa) £26.75 (VAT £5.35) Mower Fuel

Timpsons (Visa) £25.69 Plaque for springer

ICO (DD) £35.00 Yearly GDPR Fee

Aldi (Visa) £12.28 (VAT £2.46) Plants CGT

Seddons (Visa) £71.55 (VAT £14.31) Mower consumables

Microsoft (paid) £49.99 (VAT £10.00) Yearly Microsoft subscription, agreed May: 8L

NPower (paid) £920.63 (VAT £46.03) Street Lights yearly invoice

DC Cleaning Solutions (paid) £307.48 OBS Cleaning (OBSMC)

Yorkshire Trading Co (Visa) £3.00 Awaiting Receipt

British Gas (DD) £10.11 (VAT £0.51) Christmas Box Electric

Martin Bate (to pay) £325.00 Grass Cutting May

British Gas (DD) £84.99 (VAT £4.25) OBS Electric May/Jun 23 (OBSMC)

 **Resolved**

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

JRB Enterprise (paid) £450.00 (VAT £90.00) Dog Waste Bags **Resolved**

C Income Received

HSBC £67.61 Bank Interest

Grundy’s Funeral Directors £2370.00 Cemetery invoice 0223

CFIT £25.00 Monthly PF Useage

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

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

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

A Thistle cut in Garth due

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

A Vesta fire check due (date TBC) **Action: Cllr Wharmby**

B To **receive** the OBSMC minutes **Received**

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

A Vesta fire check due (date TBC) **Action: Cllr Wharmby**

B LPG boiler safety certificate & service due in August **Action: Cllr Wharmby**

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

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

13 **PLANNING**:

A1 Application: Application for consent to remove deadwood from 1No Sycamore tree (T53) covered by TPO 1/1973 in the conservation area Ref: 2023/0545/TPO Location: 65 Chestnut Road (Back Lane), Cawood **No objection, Action: Clerk**

**Application: Installation of air to water source heat pump to front of dwelling in enclosure,**

**installation of solar panels on shed building and gazebo structures and**

**installation of solar panels on pitched roof (retrospective) Ref: 2023/0457/HPA Location: 4 Cardinals Court, Cawood No objection, Action: Clerk**

**Ratify at July meeting Action: Clerk**

B1 Approval: Erection of a garage with room in the roofspace and the conversion of former garage into habitable accommodation Ref: 2022/1431/HPA Location: Garth House, Thorpe Lane, Cawood

B2 Approval: Retractable awning over the patio area (retrospective) Ref: 2021/1131/HPA Location: Stoney Marsh, 12 Ryther Road, Cawood

C1 Refusal:

 14 **CORRESPONDENCE**:

A Resident emailed regarding rotten planks on the garth footbridge, and the stile on Broad Lane

**Advise resident that the stile on Broad Lane does not belong to the PC. The handyman is working on the garth footbridge and initial work has been completed to ensure safety. Agreed, Action: Clerk**

B Resident emailed requesting the traffic light timing is altered at the crossroads

**Contact North Yorkshire Council, and Cllr Cattanach to offer support of the residents concerns**

 **Agreed, Action: Clerk**

C Resident emailed requesting contact details for the broadband company following unsatisfactory work, the Clerk shared the details

D Resident emailed regarding ongoing leak on cemetery water supply

**Gigaclear contacted the PC requesting to attend upcoming village events, suggest they contact school PTA, Cawood Gardens and Church scarecrow festival. Advise they are welcome to visit a meeting, all donations welcome. Agreed, Action: Clerk**

**There being no further business the meeting closed at 2200hrs**

Date of next full meeting Thursday 20th July 2023

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

07541 434569