**MINUTES OF A MEETING OF CAWOOD PARISH COUNCIL HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 17th AUGUST 2023 AT 7:45PM.**

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 Wharmby, Cllr Brown, Cllr Shepherd 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 four visitors who attended in relation to a branch falling from a tree with a TPO. North Yorkshire Council planning and North Yorkshire Council’s licensing /environmental health team had given conflicting advice on work relating to the tree.**

**The Parish Council advised the residents that an emergency tree form should be actioned on a 5-day emergency application. The tree officer based at Harrogate may be of some assistance.**

**The visitors left the meeting at 2027hrs.**

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

A To **receive** the monthly bridge data **Deferred to September meeting**

B Resident emailed regarding speeding concerns (see also, item 14), Clerk has emailed PC brief document (2023) and response from NYP in December 2022, also requested resident forwards on response from their letters to NYP and NYC

**Cllr Horsfield received a report from NYC concerning speed limit reviews, now shared with the PC**

**Hannah Price (area Police contact) contacted regarding concerns about speed/noise/vehicles in the village, she plans on attending the September meeting of the PC.**

**Advise resident of planned attendance and advise NY to contact Clerk in future, not Cllr Horsfield on his personal email. Action: Clerk**

C Village entrance planter damaged by agricultural machinery, now repaired, arranged by farmer. To **resolve** to thank farmer for prompt repair. **Resolved, Action: Clerk**

D Damage to bench slat on Foreshore (nearest Water Row) **Action: Handyman**

E Damage to pumping house door on OBS Lane, previously reported by Clerk, reported by Cllr Shepherd

F Damage to Garth fence adjoining Bishopdyke by EA/Selby IDB, clerk to report and request repair **Action: Clerk**

G Resident advised of loose tiles on Foreshore footway, reported to Cllr Wharmby/Handyman

**These belong to the Environment Agency, write to them and request they attend to/inspect the footway Agreed, Action: Clerk**

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

**NY proposed speed limit reviews will require attention from Cllr Cattanach Action: Clerk**

**The PC request Cllr Cattanach’s intervention on behalf of residents with regard to tree works in item 3 Agreed, Action: Clerk**

6. To **resolve to agree minutes** of Thursday 13th July 2023 **Resolved**

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

A To **resolve to agree grass cutting contract will not be renewed next year. To resolve to agree** to increase the Handyman’s hours from 86.6 per month to 100 per month to incorporate the grass cutting in the employment contract

**Agree to not renew the grass cutting contract next year Agreed**

**To increase the handyman’s hours to 100 per month from date of start of contract 2024 Agreed, Action: Clerk, Staffing Committee**

B To **resolve to agree** to contact North Yorkshire Council regarding the information shared about the green collections and, express disappointment that the information was economical and incomplete

**The PC are disappointed that the information sent out to the general public did not have the full information, notably, it implied an annual fee, whereas the collections are only for 9 months.**

**Write to North Yorkshire Council Agreed, Action: Clerk**

C To **receive** the YLCA Annual Review **Received**

D To **resolve to ratify** removal bottom part of planter on Bishopdyke welcome sign due to damage

 **Resolved**

E To **resolve to agree** to purchase 20 tonnes of road planings from North Lincolnshire Aggregates and request Orion Homes help in receiving and taking to the cemetery (in small loads), Clerk has emailed Orion to see, in principal if they could help

**Look into planings as being a possible contaminant in wet areas Action: Clerk**

**Due to potential contamination, no further action Agreed**

F To **receive** report EICR for Christmas electric box confirming safe to use **Received**

G To **resolve to agree** using Clear Utility Solutions to source a new electricity contract, and therefore make use of the ‘free go’ on the current contract put in place without permission by Bionic

**Continue with current contract on advice from Clear Utility Solutions, clarify with British Gas that the contract is direct, and not through Bionic Agreed, Action: Clerk**

H To **receive** an update regarding the design and implementation of Christmas structure/s **Received**

**Consult with Cllr Wharmby and handyman Agreed, Action: Cllr Horsfield**

I To **resolve to agree** to the litter pick taking place on Sunday 22nd October 2023, 10.30am-1pm (OBS booked). Risk assessment has been completed and returned to NYC  **Resolved**

**Cllr Ward and trailer are available.**

J To **receive** village litter/dog waste bin inspection and **agree** actions arising from it, asset register to be updated accordingly **Received, Action: Clerk**

**Thank you card to resident for all their hard work with completing the inspections and bee/bug hotels etc. Agreed, Action: Clerk**

K To **receive** CIL statement from North Yorkshire Council

**Check accounts for CIL money expenditure and ensure this tallies with North Yorkshire Council’s record Agreed, Action: Clerk**

L To **receive beds, barrels and tubs** inspection and **agree** actions arising from it, asset register to be updated accordingly. **Received, Action: Clerk**

M Village grit bin inspection has been undertaken, and asset register updated

N To **receive** Consultation on Draft Destination Management Plan for North Yorkshire and **agree** feedback, if any **Received, No Action**

OTo **resolve to agree** to request our new MP assists in the ongoing issue with the ownership of the Bishopdyke pumping station (contact details required regardless)

**Ownership is still with Yorkshire Water, ownership due to be transferred to Environment Agency**

**Request contact details for new MP Action: Clerk**

**Request involvement/support from new MP to find out why the transfer of ownership has not taken place yet and offer reassurance to the village that it is taken care of in preparation for the winter Agreed, Action: Clerk**

P To **receive** updated annual data audit of PC website by Cllrs Shepherd and Dennon **Received**

Q To **agree** bulb planting (white daffs) in September at Cemetery, Playing Fields and possibly Castle

 **Agreed, Action: Cllr Dennon**

R To **receive** benches inspection and agree actions arising from it, asset register to be updated accordingly and agree actions arising from it. Resolve to thank resident for all their help.

**Received, Action: Clerk**

**Send confirmation email from English Heritage RE agreement to planting bulbs to Cllr Dennon for the Landmark Trust Action: Clerk, Cllr Dennon**

S To **agree** to involve primary school in coronation tree planting ceremony

**Agreed, Action: Cllr Dennon**

T To **receive and accept** actions from last meeting (attached) and note actions still required; in particular feedback on investigation around composite replacement for pontoon

**Clerk to follow up request to add Cllr Wharmby’s number to OBS incident procedure**

**Action: Clerk**

**Pontoon: Contact RSPB (Fairburn Ings) and STC to enquire where they sourced their walkways/pontoon**

 **Action: Clerk**

**Agreement to pay invoice for cemetery track, and request reimbursement from YW for initial inspection Action: Clerk**

**Street lights invoice, to pay Action: Clerk**

**Complain at Martin Graingers lack of response to PC emails 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 June 2023

British Gas (DD) £37.33 (VAT £2.02) PF Electric Jun/Jul 2023 (PFLC)

British Gas (DD) £47.20 (VAT £2.36) OBS Electric Jun/Jul 2030 (OBSMC)

Martin Bates (paid) £310.00 Grass cutting June 2023

Elite Gas Solutions (paid) £220.00 (VAT £44.00) Annual gas inspection (PFLC)

Wrights of Crickey Hill (paid) £120.00 (VAT £24.00) Scalpings

Amazon (visa) £12.46 (VAT £2.49) Litter pickers

Amazon (visa) £8.82 (VAT £1.76) Spray paint

GiffGaff (visa) £6.00 Clerk’s mobile phone

B&Q (visa) £16.94 Maintenance supplies

Dan Wright Electrical (paid) £150.00 EICR Christmas Electric Box

DC Cleaning Solutions (paid) £168.00 OBS Cleaning July 2023 (OBSMC)

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

British Gas (DD) £44.03 (VAT £2.20) OBS Electric July/Aug 2023 (OBSMC)

British Gas (DD) £42.61 (VAT £2.13) PFLC Electric July/Aug 2023 (PFLC)

 **Resolved**

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

C Income Received

Lloyds £25.93 Bank Interest

CFIT £25.00 Monthly PF Usage

C to **receive** bank statements **Received**

D to **receive** balance sheet **Received**

E to **resolve to agree** staffing updated salary scales and backdated pay **Resolved**

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

A Report due September

B To **resolve to agree** to purchase bug hotel and pond life panels at £70 each **Resolved, Action: Clerk**

C To **resolve** to submit tree application to coppice willow at pond **Resolved, Action: Clerk**

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

A To **receive** the minutes from the Old Boys’ School Management Committee meeting on 19th July 2023

 **Received**

B Report due September

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

A Annual Report due September, Clerk to book Wicksteed

**Book for September Agreed, Action: Clerk**

B Request for use of the football pitch and facilities for ‘Football Fundays’ received from resident: to resolve to check implications to business grant

C Infill Scalpings to be completed along skatepark edge **Action: Handyman**

D Clerk to note weed spraying required at Playing fields next April

**Football Club paid for weeds spraying, Clerk to add to diary for next April Action: Clerk**

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

A Report due September

B To discuss structures for insects/bug houses/hotels

**Structures are being placed in the cemetery/around the village**

13 **PLANNING**:

A1 Application: Application for consent to fully remove declining limb (with bleeding canker) in the NE quadrant, back to the co-dominant junction at approx. 4.5m AGL, reduce extension of lowest branches over the highway to the west and north-west by a nominal 4 to 6m, to reduce extension and to improve the overall canopy balance, allow for up to 20% crown reduction all around to reduce weight and extension growth, but only include a nominal 5% height reduction to retain upright form, crown clean throughout, removing deadwood, crossing/rubbing branches and any duplication, plus remove the stem and branch-shoots up to approx. 6m AGL, crown lift to nominal 6m over road, ensuring the columns and

O/H wires are cleared, and crown lift to a nominal 4m minimum clear above the pavement, driveway and garden areas to 1No Horse Chestnut tree covered by TPO 1/1973 Ref: 2023/0713/TPO Location: Chestnut Cottage, 73 Chestnut Road (Back Lane), Cawood **(Extension for comment to Friday 18th August agreed by email 18/07/2023 1031hrs) No objection, Action: Clerk**

A2 Application: Single storey rear extension Ref: 2023/0700/HPA Location: Athelstone House, 1 Keesbury Park, Cawood **(Extension for comment to Friday 18th August agreed by email 19/07/2023 1142hrs) No objection, Action: Clerk**

A3 Application: Erection of second floor extension over existing rear extension and erection of new lean to roof over existing flat roof of garage Ref: 2023/0699/HPA Location: 5 Great Close, Cawood **(Extension for comment to Friday 18th August agreed by email 19/07/2023 1142hrs)**

 **No objection, Action: Clerk**

A4 Application: Conversion of light industrial outbuilding into a single dwelling house (resubmission) Ref: ZG2023/0783/FUL Location: Fairholm, 9 Wistowgate, Cawood **No objection, Action: Clerk**

A5 Application: Discharge of condition 20 (remediation) of approval 2017/0177/FULM Proposed residential development of 0.78 ha to provide 23 dwellings with ancillary infrastructure, access road, parking spaces and garages Ref: ZG2023/0792/DOC Location: 23 Ryther Road, Cawood

 **No objection, Action: Clerk**

A6 Application: Removal of 3 No laurel trees in the conservation area Ref: ZG2023/0799/TCA Location: The Barn, Rythergate, Cawood **No objection, Action: Clerk**

A7 Application **(for information only, LDC)**: Lawful development certificate for existing use of land as part of a domestic curtilage Ref: ZG2023/0730/CPE

B1 Approval: 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

C1 Refusal:

 14 **CORRESPONDENCE**:

A 2 residents emailed regarding the cutting of the grass outside their properties (Church End; Broad Lane)

**Request NYC contact resident on Church End to cut back overgrown vegetation from the footpath, photos available Agreed, Action: Clerk**

**Handyman will periodically cut the grass in these areas, Clerk to advise residents**

**Agreed, Action: Clerk**

B Resident emailed regarding speeding concerns (see also, item 4)

C Resident advised of loose tiles on foreshore footway (see also, item 4)

There being no further business the meeting closed at 2210hrs

Date of next full meeting Thursday 21st September

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

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