**AGENDA OF A MEETING OF CAWOOD PARISH COUNCIL TO BE HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 25th JANUARY 2024 AT 7:45PM.**

1. To **receive and note** apologies from councillors who are unable to attend the meeting

A To **consider** reasons for absence provided by councillors who cannot attend and **resolve** the council’s acceptance of these if felt relevant

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 To **receive** the monthly NYP newsletter

C Bench damaged on PF, reported to NYP via PCSO. Bench repaired by Cawood Property Maintenance, thanked on website and CF

D Broken padlock reported on PF barrier by NYC (refuse collectors), handyman has checked and fixed

E PCSO is planning a Police surgery in February and requests information for where this could take place

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

A Cllr Cattanach continues to assist in the longstanding issue of the pumping station door on OBS Lane

B Update received from Cllr Cattanach RE Selby Local Plan and Heronby

6. To **resolve to agree minutes** of Thursday 21st December 2023

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

A To **receive** NY Local Plan launch briefing slides, and Q&A

B To **receive and accept** the budget monitoring review for the third quarter

C To **resolve to accept** Reserves Policy as an agreed methodology of regularly drawing down budget as advised by YLCA

D To **discuss** implications of projected expenditure next financial year and the possible ways to work towards balancing the budget, to be signed off in March 2024 meeting

E To **consider** the need to call a single item agenda extraordinary meeting to enable extended discussion on budget

F To **discuss** alternative options for lighting Broad Lane Christmas tree

G To **resolve to accept** the reviewed equal opportunities policy

H To **receive** NALC new employee contract templates

I To **receive** D-Day 80 letter and information from the Pageantmaster, Bruno Peek, and to **discuss** preliminary arrangements for beacon lighting for national event June 6th 2024

J PAT testing due across all sites, February. Clerk to book.

K To **resolve to accept** quarterly internal control review

L To **review** terms of reference for independent internal auditor

M To **discuss and agree** date for Spring litter pick in March, and any further actions

N To **discuss and agree** potential agenda items for Selby branch mtg YLCA (including reminding them of planning issues carried over from October mtg)

O To **accept and discuss** Chairman's overview of 2024 plans and projects

P To **agree** to investigate means of ending lease with PFLC and revising committee

Q To **discuss** possibility of holding village open gardens in June

R To **receive** the proposed amendment order for waiting restrictions on Ryther Road, and **agree** any comments prior to the deadline on 15/02/2024

S To **receive** urban highway grass cutting letter, and **agree** actions from it

T To **receive and accept** actions from last meeting (attached) and note actions still required; in particular confirmed Garth Cut with contractor – PL certificate to follow; confirmed tree report with contractor – added Old Road tree, awaiting date; VAS was turned off for one week in December as per planning rules previously agreed with NYC; update received from YW on transfer of pumping station; PC insurance confirmed that the contractor would not be covered by the PC insurance to remove reed mace on the Garth pond – discuss further options; Historic England – permission received to plant replacement Horse Chestnut tree, need to give two weeks’ notice prior to plant date; Clerk continues to chase, with the help of Cllr Cattanach RE OBS Lane Pump House door, YW will contact with an update by 1730hrs 23/01/2024; thank you cards sent to Mr & Mrs Spinks for supplying the village Christmas tree; thank you card sent to Mr & Mrs Gray for providing electricity for the Christmas tree lights; update on NY Local Plan; J O’Connor to liaise with Orion Homes RE replacement of coping on cemetery wall – thank you card to be sent; bulbs are coming up on the foreshore (near Water Row), grass to be cut around them so as not to damage them.

**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) £116.30 Pension

Clerk (SO) £10.00 Clerk’s WFH Allowance

Yorkshire Trading Company (visa)£1.00 Cable ties

Screwfix (visa) £3.74 (VAT £0.75) Timer

Cawood Feoffment Estate (SO) £428.00 OBS Rent (£140 OBSMC)

HMRC (paid) £1012.36 Quarterly P32 Payment

British Gas (DD) £9.01 (VAT £7.77) Xmas box electric

DC Cleaning Solutions (paid) £224.00 OBS December cleaning (OBSMC)

Autela Payroll Services (paid) £66.96 (VAT £13.40) Quarterly invoice

British Gas (DD) £71.85 (VAT £3.59) PF Electricity Dec/Jan (PFLC)

British Gas (DD) £301.18 (VAT £60.24) OBS Electricity Dec/Jan (OBSMC)

NPower (paid) £1.56 (VAT £0.08) Street lights

Giff Gaff (Visa) £6.00 Clerk’s Mobile Phone

Post Office (Visa) £4.20 FIT PF Postage

PCC (to pay) £168.00 Annual clock service

Marktek (Visa) £70.80 (£14.16) Signage PF (Item 11A, Oct 2023 mtg)

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

JRB Enterprise Ltd (paid) £450.00 (VAT £90.00) Dog waste bags

C Income Received

Lloyds £44.12 Bank Interest

HH Chambers £170.00 Cem invoice 0723

H Hunt £210.00 Cem invoice 0124

Lloyds £36.20 Bank Interest

C to **receive** bank statements

D to **receive** balance sheet

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

A To **receive** Jan H&S report

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

A To **receive** Jan H&S report

B The OBSMC request the PC's agreement in use of weighted parking cones as a deterrent to keep the OBS parking area, and fire assembly point clear. The cones will be provided by the OBSMC.

C To **receive** government announcement to extend VAT reduction on installation of energy saving materials to buildings used for charitable purchase and to **agree** further actions/passing information to the Feoffees

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

A To **receive** Jan H&S report

B Moles continue to be a problem at the PF, **discuss** handyman attending training to manage them ‘in-house’

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

A To **receive** Jan H&S report

13 **PLANNING**:

A1 Application: **For Information.** Non material amendment of approval 2022/1342/FUL Erection of a replacement dwelling following the demolition of the existing buildings known as Bishopdyke Farm Ref: 2024/0016/MAN2 Location: Bishopdyke Farm Bishopdyke Road Cawood

A2 Application: **For information.** Discharge of conditions 05 (contamination), 06 (contamination) and 07 (contamination) of planning permission 2022/1057/FUL Conversion of light industrial outbuilding into a single dwelling house Ref: 2024/0004/DOC Location: Fairholm, 9 Wistowgate, Cawood

B1 Approval: 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: 2023/0792/DOC Location: 23 Ryther Road, Cawood

B2 Approval: Erection of a replacement dwelling following the demolition of the existing buildings known as Bishopdyke Farm Ref: 2023/1342/FUL

B3 Approval: Fell 1 No Horse Chestnut tree in the conservation area Ref: 2023/1233/TCA Location: Castle Garth, Cawood

C1 Refusal:

14 **CORRESPONDENCE**:

A Resident contacted Chairman regarding difficulty reading reference code on defibrillators, and access difficulties. **Clerk contacted the Circuit (BHF) and YAS for further information. Reference codes no longer in use, W.3.W referenced added to each defibrillator. Confirmed that the ambulance service has all details needed to allow access to devices. Responses from YAS & BHF shared.**

B Correspondence received from NYC and Home Upgrade Grants, request to share with residents

C Email received from EA and permission granted to access the Garth to clear the trash screen

D Email received from resident regarding footpath from Broad Lane to PF (Wolsey Walk)

E Email received from resident regarding electric fence on the Garth

Date of next full meeting Thursday 15th February 2024

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

07541 434569