**MINUTES OF A MEETING OF CAWOOD PARISH COUNCIL HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 15th FEBRUARY 2024 AT 7:45PM**

**Members Present: Cllr Dennon, Cllr Brown, Cllr Ward, Cllr Horsfield, Cllr Luker, Cllr Shepherd, Cllr Lunn, Cllr Lloyd**

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

**Apologies were received from Cllr Luker**

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

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](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. **There were no visitors**

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

A To **receive** the monthly bridge data **Not received, Clerk has chased**

B To **receive** the monthly NYP newsletter  **Not received, Clerk to chase**

**Youths again seen accessing the back of the pumping station/foreshore via a ladder, different children to previous incidents, bottom of PC painted board damaged and now allowing water ingress. The Environment Agency have advised that they will erect signage. Graffiti noted under foreshore ramp, handyman to remove Agreed, Action: Handyman**

**Upon giving feedback to the EA for their meeting request they provide signage as a matter of urgency Agreed, Action: Clerk**

**Ladder to be removed for the safety of the youths in the village in relation to sewage and Bishopdyke outfall, pumphouse roof Agreed, Action: Handyman**

**Reports of a chicken run over by a vehicle on Main Street, concerns over safety with free roaming animals.**

**The chickens are roaming the Foreshore area of the village, defecating on PC land and ruining planters. Request advice from YLCA, copy highways and environmental health Agreed, Action: Clerk**

**Request for printed sticker for Defibrillators: What.3.Words and postcode Agreed, Action: Clerk**

**Martyn’s Law standard tier consultation. Complete survey and advise that the PC require training and template Agreed, Action: Cllr Brown**

**The Chair brought forward item 7J, complete updates after 5 yearly fixed electrical testing. Clerk to be responsible person Resolved, Action: Clerk**

**Check/update policy Action: Cllr Dennon**

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

A Selby Local Plan, update received via Cllr Cattanach, item 7G

6. To **resolve to agree minutes** of Thursday 25th January 2024 and Thursday 8th February 2024 **Resolved**

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

A To **resolve to ratify** comments made on planning application ref: 2024/0032/HPA **Resolved**

B To **receive** request to place a barn owl nesting box on the Garth, and **agree** further action

**In theory the PC are happy with this (more than one if available), would need information on where it would be located and fitting Agreed, Action: Clerk**

C To **receive** correspondence from NYC Highways following speed survey on Bishopdyke Road, and **discuss** suggestion for VAS

**Ascertain whether this is an essential recommendation, as opposed to a buffer zone which was discussed previously Agreed, Action: Clerk**

**Once Highways have responded, if VAS is essential request £3500 from Cllr Cattanach’s locality budget to purchase this Agreed, Action: Clerk**

D To **receive** feedback following meeting with EA (Bishopdyke pumping station) and **agree** further actions

**Good feedback received, Chair thanked Cllrs Luker and Lloyd for attending.**

**Send thanks to EA Agreed, Action: Clerk**

E To **resolve to accept** EA’s request for use of land to the left of pumping station, and storage of PC bench in PC lock-up

**Bench to be moved to PF for use during Cricket season, to be stored in the pavilion out of season.**

**Inform Cricket Club Agreed, Action: Clerk**

F To **receive** latest guide on D Day 80 **Received**

**Ask for residents’ assistance with lighting Action: Cllrs Dennon, Horsfield**

**Check handyman’s availability for 6th June 2115hrs Action: Clerk**

G To **receive** update document on Selby Local Plan **Received**

H To **discuss** the disused pontoon on the river Ouse

**Request removal of debris Action: Cllr Lloyd**

I To **receive and accept** minutes and recommendations from the Staffing Committee meeting on 7th February 2024

**Addendum to minutes, Clerk’s reduced hours to 9, *to be trialed for 6 months***

J To **resolve to accept** fire legislation changes, and **agree** to update all documentation as required

K To **resolve to agree** to apply for free hedging packs for the Garth, Playing Fields, including Bowls Club, and potentially the Foreshore from Woodland Trust **Resolved, Action: Cllr Dennon, Clerk**

L To **resolve to agree** to contact planning enforcement regarding tree works at a property in the conservation area **Resolved, Action: Clerk**

**Additional tree at different location discussed, contact resident suggesting that they have a report conducted Agreed, Action: Cllr Lloyd**

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

* Update on investigation into Aquatic Roundup (Diquat; Glyphosate; Imazamox)

**These are non-specific products and will kill all plants it comes into contact with, continue to investigate reed mace removal by hand**

* Information on foreshore signage from HSE, and **agree** any purchase

**EA to erect signage**

* PAT testing contractor contacted, date to be confirmed once keys received for Tennis Club

**PAT testing completed 15/02/2024, awaiting invoices**

* Tree survey completed, awaiting report
* Update requested from planning enforcement regarding trees in the conservation area cut last year without permission

**Clerk to chase for update**

**Coping stones still to fit at the cemetery, including on the far corner Action: Handyman**

**Orion homes have now cleared the wall of soil in all areas except at the garage where initially noted. Orion to be reminded that they should not be touching the boundary wall, remove soil and fencing leaning against it. Planning enforcement to be re-contacted and advised it is still not cleared, including fencing leaning against wall Action: Clerk**

**Bulbs coming up around the village, no strimming/grass cutting work to be done in the cemetery around the trees, grass at Foreshore, Gill Green, Garth, Broad Lane roundabout, path to Garth from Thorpe Lane etc Action: Handyman**

**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

Iain Brown (paid) £35.82 (VAT £7.16) Expenses

British Gas (DD) £17.26 (VAT £0.86) Xmas Box Electric

Amazon (Visa) £41.66 (VAT £8.33) Parking cones (OBSMC)

DC Cleaning Solutions (paid) £318.10 Jan Cleaning (OBSMC)

Abbey Blinds (paid) £120.83 (VAT £24.17) OBS Blinds (OBSMC)

Selby Area IDB (paid) £9.10 Annual drainage rates 2/2

Netwise (to pay) £460.00 (VAT £92.00) Annual website maintenance/domain renewal

NPower (to pay) £1.61 (VAT £0.08) Street Lighting Jan 2024

YLCA (to pay) £25.00 Finance & Budget Training Clerk

Post Office (Visa) £6.00 Postage Stamps

GiffGaff (Visa) £6.00 Clerk’s mobile phone

HM Land Registry (CHQ) £4.00 Search charge – Gill Green

British Gas (DD) £464.67 (VAT £92.93) OBS Electric Jan/Feb 2024 (OBSMC)

British Gas (DD) £115.29 (VAT £5.76) PF Electric Jan/Feb 2024 (PFLC)

**Resolved**

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

C Income Received

P English £135.00 Cem invoice 0823

D to **receive** bank statements **Received**

E to **receive** balance sheet **Received**

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

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

A Five yearly fixed electrical testing due, Clerk to arrange

B All documentation to be updated in line with new legislation, see item 7J

**Feoffees meeting arranged W/C 19th February 2024**

**Clerk to chase Quickline regarding wi-fi, request an answer before meetings W/C 19th February 2024**

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

A Clerk has requested quotes from 3 companies for weedspraying (due April), and regular cutting of Cricket and Football pitch

B Five yearly fixed electrical testing due, Clerk to arrange

C All documentation to be updated in line with new legislation, see item 7J

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

13 **PLANNING**:

A1 Application: **Listed building consent for conversion of outbuilding into a one-bed ancillary annex Ref: 2024/0102/LBC Location: The Grange, 1 Wistowgate, Cawood**

**PC comment sent previously**

**Section 73 application to vary condition 02 (approved plans) of approval 2022/1342/FUL Erection of a replacement dwelling following the demolition of the existing buildings known as Bishopdyke Farm Ref: 2024/0126/S73 Location: Bishopdyke Farm, Bishopdyke Road, Cawood**

**PC comment sent previously**

B1 Approval: Demolition of existing single storey rear extension and proposed two storey rear extension in place Ref: 2023/0972/HPA Location: 1 Bishops Close, Cawood

C1 Refusal: 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

14 **CORRESPONDENCE**:

A Request received to place a barn owl nesting box on the Garth, see item 7B

**Defibrillator request for details to be replaced with a printed sign, see item 4**

**Request from resident for sign on Water Row to advise deliveries of addresses, advised to speak to NYC highways in the first instance**

**Water Row lights currently on during all dark hours, Cllr Ward to speak with resident who was involved in fitting them for information as to whether they can be set to certain times**

Date of next full meeting Thursday 21st March 2024

There being no further business the meeting closed at 2120hrs

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

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