**MINUTES OF A MEETING OF CAWOOD PARISH COUNCIL HELD AT THE OLD BOYS’ SCHOOL ON THURSDAY 18th April 2024 AT 7:45PM.**

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

**Apologies were received from Cllr Lloyd and Cllr Lunn**

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 was one visitor, a resident interested in the Councillor vacancy.**

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

A To **receive** the monthly bridge data **Received**

B To **receive** the monthly NYP newsletter **Received**

**Post onto website Agreed, Action: Clerk**

C Further use under the ramp of the foreshore, **reported to PCSO and EA (chased for signage)**

D Bollard at Sherburn St/Chestnut Rd mini-roundabout detached again, **reported to highways**

E Large amount of wine bottles found on litter pick, **reported to PCSO**

F EA have fitted wire mesh to flood wall fence and advise that they are replacing the foreshore barrier with a locked gate, Clerk to request further information

**Request full information: keys to new gate and old barrier to be handed back to PC. Reiterate working towards not having it barriered off, for residents to enjoy, once the area is safe. Check deeds for ownership/right of access onto foreshore. Purchase land registry information if necessary.**

**EA to confirm that they will be moving the bench to the PF for the duration of pumphouse work. Request indication of time when work to start. Action: Clerk**

**Concrete fence railing missing on Bishopdyke Road, report to NYC Action: Clerk**

**Razor wire used on garden backing on-to the Garth, investigate use of razor wire Action: Clerk**

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

**Request quote from TWM for second fitting and transformer to enable the VAS to be moved onto Bishopdyke for a period of time. Ask highways contact for advice as to whether this is possible.**

**Agreed, Action: Clerk**

**Cllr Cattanach offered to meet with the PC on mornings/weekends. The PC has no members wishing to attend an additional meeting.**

6. To **resolve to agree minutes** of Thursday 21st March 2024 **Resolved**

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

A To **resolve to accept** staff appraisals completed in March 2024 **Resolved, Action: Cllr Brown**

B To **receive** completed Fields in Trust Deed of Dedication for the Playing Fields

**Received, Action: Clerk**

C To **resolve to accept** handyman’s request to purchase a new lawn mower and strimmer (within agreed budget) **Order higher powered battery**  **Resolved, Action: Clerk**

D To **discuss** placing a dog waste bin, or ‘take your dog waste with you’ sign on Oxfield Lane

**Purchase sign (budget £30), to be sited at 3 way top junction of Oxfield Lane, footpath leading to flood embankment and actual embankment. Agreed, Action: Clerk**

E VAT claim submitted to 31st March 2024

F To **receive** the final budget document for the completed financial year 2023-2024 **Received**

G To **resolve** to thank residents for their help with the Spring litter pick, and to thank Councillors involved **Resolved**

H To **discuss** NYC highways partial completement of roadmarkings

**Contact highways, with document previously sent copy in Cllr Cattanach for assistance**

**Agreed, Action: Clerk**

I To **receive** updated Asset Register, and **discuss** asset maintenance, particularly benches

**Investigate whether the lock-up is still leaking, and if there’s a way to stop this as assets are being ruined during storage. Action: Handyman**

**Ryther Road entrance signs now bricked round. Check that it is weatherproof.**

**Action: Cllr Luker**

**Lights on skate park – switched off; Light on pavilion corner – switched off. Ensure documented on asset register. Action: Clerk**

**Brick welcome sign (Broad Lane), top corner nearest Great Close needs urgent repair**

**Action: Handyman**

**Village bench audit completed by Cllr Shepherd summer 2023: send to Cllr Brown Action: Clerk**

J To **receive** CGT schedule, and **discuss** upcoming actions **Received**

**Volunteers needed for 2 x Broad Lane entrances, 2 x Bishopdyke entrances, OBS Lane bed**

**Cllrs asked to approach residents for help in available areas Action: All**

K To **accept** precept increase explanation and agree its placement **Accepted**

**Add to document, weekly/monthly increase per ‘band d’ property Action: Cllr Brown/ Clerk**

**Add to website Action: Clerk**

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

* Update received from Mr Borrows regarding Orion development/cemetery wall, plus update on current situation (one area continues to be backfilled against wall, with metal fencing/building equipment leaning against wall). Orion have been chased regarding this and the brickwork still not completed on the village entrance signs. There is still one area where the wall is backfilled, and still metal fencing leaning on the wall.

**Investigation of PC minutes from 2016 meeting ongoing.**

**Raise further dispute with Orion Homes RE permanent rights of access to allow maintenance of the cemetery wall.**

**Request legal advice from YLCA regarding the ongoing dispute over the level of soil against the wall, and the dispute over access to the wall, and ask what happens once the properties are sold.**

**Request meeting with Orion (attendance from Cllr Cattanach, Cllr Lloyd and Mr Borrows to be requested), Cllr Luker and Cllr Brown to attend. Action: Clerk**

* OBS renovations: large scale scanned document and previous questionnaire shared

**Original questionnaire to be shared Action: Clerk**

* Letter sent to resident offering foreshore area for chickens

**Electrical fixed asset testing needs completing. Awaiting final quote W/C 22/04/2024. 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) £191.02 Pension

Clerk (SO) £10.00 Clerk’s WFH Allowance

British Gas (DD) £12.36 (VAT £0.62) Christmas Box Electric

Penny Petroleum (Visa) £27.67 (VAT £5.54) Mower Fuel

Cawood Feoffment Charity (SO) £428.00 Quarterly Rent (OBSMC £140.00)

DC Cleaning Solutions (paid) £192.84 OBS Cleaning March (OBSMC)

YLCA (to pay) £483.00 Annual subscription

Autela (to pay) £82.92 (VAT £16.59) Quarterly payroll charge

ICO (DD) £35.00 Annual fee

British Gas (DD) £273.52 (VAT £54.70) OBS Electricity Mar/Apr 2024 (OBSMC)

British Gas (DD) £71.90 (VAT £3.60) PF Electricity Mar/Apr 2024 (PFLC)

GiffGaff (Visa) £6.00 Clerk’s mobile phone

Screwfix (Visa) £33.32 (VAT £6.66) Finger guards OBS (OBSMC)

Cartridge People (Visa) £42.40 (VAT £8.49) Printer ink

HMRC (to pay) £313.57 P32 April/May 2024

NPower (to pay) £1.46 (VAT £0.07) Street Lighting

ICCM (to pay) £100.00 Yearly membership fee **Resolved**

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

JRB Enterprise (to pay) £228.00 (VAT £45.60) Dog waste bags **Resolved**

C Income Received

R Lancaster £41.66 Part-payment cem inv 0623

K Lancaster £41.66 Part-payment cem inv 0623

H Gercek £1.68 Part-payment cem inv 0623

Mindful Memorials £140.00 Duplicate payment of 0124, to be refunded

Lloyds £27.22 Bank Interest

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

E to **receive** balance sheet for year-end 2024, and to **receive** balance sheet for start of year 2024/2025

**Received**

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

A H&S report due in May meeting

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

A H&S Report due in May meeting

B To **receive** letter from Feoffees requesting that any public consultation is shared and agreed by them prior to sharing with the public, and to **agree** to share results with the Feoffees **Received**

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

A H&S report due in May meeting

B To **receive** request from the Bowls Club for remedial work to the access track. Clerk sourcing scalpings.

**Received**

C Remedial work required internally at the pavilion due to leak (now fixed), handyman to inspect and advise. **Action: Handyman**

**Request monthly check of roof as leaves fall into the dip.**

**Check doors, add kickboards and repaint if appropriate, wet weather has caused damage.**

**Action: Handyman**

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

A H&S report due in May meeting

13 **PLANNING**:

A1 Application: Erection of 7 dwellings Ref: 2024/0281/FUL Location: Land adjoining Riverside Court, Riverside Court, Cawood Clerk **No objection, Action: Clerk**

A2 Application: Conversion of existing loft space to habitable room with roof windows Ref: 2024/0245/HPA Location: 10 Riverside Court, Cawood **No objection, Action: Clerk**

B1 Approval: 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

C1 Refusal:

14 **CORRESPONDENCE**:

A Up for Yorkshire: Our Zero Selby poster and information shared on noticeboard and website

B Email from Rehab 4 Addiction requesting advertisement on PC website

**Permission will not be given for advertisements on the PC website.**

Date of Annual Parish Meeting, and Annual Meeting of Cawood Parish Council Thursday 16th May 2024.

There being no further business the meeting closed at 2140hrs.

Susie Gowlett

Clerk and Responsible Financial Officer

Cawood Parish Council

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