

**Cayton Parish Council**  
**Ordinary meeting 19<sup>th</sup> June 2012 at 7pm Jubilee Hall, Cayton.**

**Present:** Councillor Mrs Swiers (Chairman), Councillors Blackburn, O'Pray, Rowlands & Seaward. Scarborough Borough Councillor Simon Green; 2 members of the public, PCSO Jason Johnson of North Yorkshire police & clerk Helen Carter.

1. **Notice of meeting it was:- RESOLVED :** That Public Notice of the meeting had been given in accordance with Schedule 12 para10 (2) (b) of the Local Government Act 1972. **93/2012**
2. **The need to declare personal & prejudicial interests – Councillor Mrs Swiers declared an interest in agenda item 11. It was RESOLVED that this declarations be noted.** **94/2012**
3. **Apologies** had been received from Councillors Mrs Liley, Mrs Hudson & Mrs Kelly & Councillor Robinson. It was **RESOLVED the apologies be accepted.** **95/2012**

**4. Public Participation**

The members of the public addressed the members concerning the allotments.

5. **Police matters** the police report had been circulated prior to the meeting. The report & other issues of relevance to the police was discussed with PCSO Jason Johnson. It was **RESOLVED that the police report be accepted & comments noted with a copy attached to the minutes.** **96/2012**  
Jason was thanked for attending and he left the meeting.
6. **Minutes to receive, approve & sign the minutes of:** - Full Council meeting held 15<sup>th</sup> May 2012. It was **RESOLVED that the minutes of the above meeting be approved & signed.** **97/2012**
7. **Reports from Borough & County Councillors** Councillor John Blackburn had nothing to report. Councillor Green reported the Coulston drain had been cleaned out by McCain's. It was **RESOLVED that the Councillors be thanked for their reports.** **98/2012**
8. **New Code of Conduct** a report from the clerk along with a draft document had been circulated to all members prior to the meeting. After discussion it was **RESOLVED that Cayton Parish Council follows the advice of Yorkshire Local Councils Association & with effect from 1<sup>st</sup> July 2012 adopts the NALC code in principle subject to further amendment once the DPI regulations have been produced.** **99/2012**

**9. Planning members discussed:\_**

- **Park Resorts 12/00569/FL** – after discussion it was **RESOLVED that no further response is made in respect of the application.** **100/12**
- **Designation of Local Green Spaces** – Councillor Rowlands explained the correspondence from SBC & after discussion it was agreed no further response was to be made. However, it was agreed that Councillor Seaward & the clerk will look into how to get Village Green status for the area off West Garth by The Pastures.
- **Barratts** Councillors Blackburn & Green reported on the presentation Barratts had made to SBC Planning & Development Committee on 14<sup>th</sup> June & that the application would be considered by the Planning & Development Committee on 5<sup>th</sup> July next.
- **3 East Carr & issues** correspondence sent to David Archer & Councillor Derek Bastiman (SBC) had been circulated to all members prior to the meeting. A formal reply had not yet been received.
- **Street Names** information prepared by the working group had been circulated prior to the meeting.

After discussion it was **RESOLVED to submit 9 preferred names: -**

Glebe Close	Forge Close	Lambs Lane	
South Lea Road	South Garth Road	Fieldside Close	
Hawthorn Close	Star Carr Road	Pinfold Road	
<b>And 7 reserve names:-</b>			
Cherry Tree Drive	Dairy Lane	Blackthorn Avenue	
Carpenter Road	Laburnum Drive		
Rowan Tree Drive	Flowergate Drive		

**10. Village maintenance** the minutes of a committee meeting held 13<sup>th</sup> June had been circulated prior to the meeting along with a follow up report prepared by the clerk. After discussion it was **RESOLVED:-**

- **Councillors Mrs Swiers & O'Pray would visit Mrs Atkinson of 14 Chapel Lane to discuss with her cutting back of the vegetation at the corner of the green area on the corner of Chapel Lane/West Garth.** 102/12
- **A letter is to be sent to SBC Cleansing about street cleaning in the village.** 103/12
- **A letter is to be sent to Nick West (NYCC) relating to the issues raised by the VM committee at the recent meeting.** 104/12
- **A letter is to be sent to SBC re ownership of 1 of the trees at 11 Penton Road.** 105/12

**11. Finance & General Purposes :-**

• **Internal Auditors report** a copy of the report & summary by the clerk had been circulated prior to the meeting. The audit had been undertaken on 28<sup>th</sup> May. The report stated "Overall the Council has good controls in place surrounding the financial & other systems with appropriate books of account being properly maintained throughout the year. He had been able to sign S4 of the External Audit report that all control objectives were achieved during the year to a standard adequate to meet the needs of the Council. Although 2 recommendations had been made (Grass cutting to be put out to tender & a NALC Risk Assessment Review) it can still be regarded that the council & its RFO work to good professional standards including corporate governance". It was **RESOLVED the report be accepted & comments noted.** 106/12

• **External Audit: –**

- **Annual Statement of Accounts - It was:-RESOLVED to approve and for the chairman to sign the Annual Statement of accounts prepared for Mazards for year ending 31<sup>st</sup> March 2012.** 107/12
- **Annual Governance Statement. It was:-RESOLVED to approve and for the chairman to sign the Annual Governance statement in respect to the statement of accounts for the year ending 31<sup>st</sup> March 2012.** 108/12
- **Schedule of payments – had been circulated prior to the meeting. It was: - RESOLVED that the figures totalling £1,775.88 be approved & paid with £2,000 transferred from the interest account to the current account to cover the payments.** 109/12

**12. Grants** the minutes of the meeting held 11<sup>th</sup> June having been circulated prior to the meeting were received by the members.

**13. New cemetery & allotments** several issues had been discussed under agenda item 4. Councillor Rowlands & the clerk reported matters were progressing & that a meeting had been arranged with the allotment holders for 4<sup>th</sup> July.

**14. Cayton in Bloom** although Councillor Mrs Hudson had given her apologies she had prepared a short report which was read out by the clerk. Training judges will be in the village on 28<sup>th</sup> June; Judging for the Best Kept Garden Competition will be between 23<sup>rd</sup> July & 3<sup>rd</sup> August; a new steel wheel is being made by Ken Keld.

**15. Southern Parish Cluster** Councillors Mrs Swiers & Blackburn reported from the meeting 28<sup>th</sup> May. A simplified agreement had been drawn up. As Cayton Parish Council had agreed to the previous document it was **RESOLVED Cayton Parish Council accepted & would sign in due course the revised agreement.** 110/12

**16. Clerks report** the report had been distributed prior to the meeting. The following were discussed:-

- **Training in the General Power of Competence** it was **RESOLVED the clerk could attend a training session on 6<sup>th</sup> August at Osgodby at a cost of £30 & that application could be made to complete the CiLCA module at a cost of £20.** 111/12
  - **Printer** the office mono printer needs replacing. It was **RESOLVED the clerk & Councillor Rowlands would look for a suitable replacement within a budget of £160.** 112/12
- It was **RESOLVED the clerks report is duly noted with a copy herewith attached to the minutes.** 113/12

**17. Reports from meetings attended –**

- **Filey CAP 6<sup>th</sup> June** Councillor Rowlands reported Andy Short is the replacement for Insp. Leo Suret & had been introduced to them. Mel Playforth is the new chairman. A presentation had been made by Karl Parkin Local Community Service Manager (Probation Service) about the Community Pay Back scheme. It was **RESOLVED the clerk would contact Mr Parkin to discuss involvement of the workers in our village.** 114/12
- **Yorkshire Local Councils Association 18<sup>th</sup> June** Councillors Mrs Swiers & Blackburn reported the New Code of Conduct had been discussed; use by councils of a mobile traffic speed sign; John Blackburn had been elected as the new Chairman.

**18. Meeting reminders members were reminded of the following meetings:-**

- Finance 13<sup>th</sup> July at 9am.
- Flood Group 16<sup>th</sup> July at 10am.
- Jubilee Hall Management Committee 20<sup>th</sup> July 9.30am.
- Village Maintenance 9<sup>th</sup> July 9.30am.

**19. Items for circulation** the following items were made available for circulation:-

Humbrella Spring/Summer 2012; Decision re Stained Glass Centre application; Blue Flag Beaches announcement; Clerks Councils Direct May 2012; LCR Summer 2012; Good neighbours Volunteer Car scheme; Cayton in Bloom minutes meeting 8/5/12.

**20. Time & date of the next meeting** it was confirmed the date of the next Parish Council meeting as Tuesday 17<sup>th</sup> July 2012 at 7pm.

Signed ..... Date .....  
Chairman