

**Cayton Parish Council**  
**Annual meeting 21<sup>st</sup> May 2013 at 7pm Jubilee Hall, Cayton.**

**Present:** Councillor Mrs Swiers (Chairman), Councillors Blackburn, O'Pray, Rowlands & Seaward  
 Councillors Mrs Hudson, Mrs Kelly & Mrs Liley. Councillor Derek Hood following co-option Borough  
 Councillor Simon Green, PCSO Sue Rowley NY police, Clerk Helen Carter & three members of the public.

1. **Election of Chairman** Councillor Mrs Swiers was proposed & seconded as chairman.
2. **Declaration of Acceptance of Office** Councillor Mrs Swiers signed the declaration of acceptance of office & the meeting continued under her chairmanship.
3. **Appointment of Vice Chairman** Councillor Rowlands was proposed & seconded as vice chairman.
4. **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.** **93/13**
5. **Councillor vacancy** an application had been received from Derek Hood. After discussion it was **RESOLVED Derek Hood is co-opted onto Cayton Parish Council.** **94/13**  
**Derek was welcomed to the meeting & he signed a Declaration of Acceptance of Office.**
6. **The need to declare personal or a disclosable pecuniary interest** –The Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest, as detailed in Appendix A and Appendix B of the Council's Code of Conduct. Councillor Mrs Swiers declared an interest in agenda item 19.It was **RESOLVED that the declaration is accepted.****95/13**
7. **Apologies** – none.
8. **Appointment of members to standing committees** it was **RESOLVED the following be appointed to the committees: - 96/13**
  - **Finance Councillors** Blackburn & O'Pray and Councillors Mrs Liley & Mrs Kelly.
  - **Recreation & Amenities** Councillors Mrs Liley, Mrs Kelly & Mrs Swiers & Councillor Hood.
  - **Village Maintenance** Councillors O'Pray, Seaward & Hood & Councillor Mrs Hudson
9. **Appointment of members to working groups**, it was **RESOLVED the following be appointed to Each working group: - 97/13**
  - **Planning** Councillors Rowlands & Seaward & Councillors Mrs Hudson & Mrs Liley.
  - **Grants** Councillor O'Pray & Councillors Mrs Hudson & Mrs Liley.
  - **Allotments** Councillor Rowlands.
  - **Snow Plan** Councillor Hood.
  - **Cayton News** Councillor Rowlands & Councillors Mrs Kelly & Mrs Swiers.
10. **Appointment of representatives to outside committees:- the following were appointed:-**  
 Cayton in Bloom - Councillor Mrs Hudson; Filey CAP - Councillor Rowlands; Flood Group - Councillors Blackburn & Hood; Jubilee Hall Management Committee - Councillors Mrs Liley & Mrs Swiers; Road Liaison Committee – Councillor Blackburn & Councillor Mrs Swiers; Southern Area Cluster Councillor Blackburn & Councillor Mrs Swiers; Village Hall Management Committee Councillor Mrs Swiers; Yorkshire Coast Community Rail Partnership – Councillor Blackburn; Yorkshire Local Councils Association Councillor Rowlands & Councillor Mrs Swiers. A representative for CPFA has yet to be agreed upon.
11. **Standing Orders** a revised version to that adopted in May 2011 had been circulated to all members Prior to the meeting. Changes made relate to The New Model Code of Conduct. It was **RESOLVED that the Standing Orders be adopted.** **98/13**

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**12. Dates of meetings** it was confirmed that the dates of Full council meetings be the 3rd Tuesday each month except for December when it will be held on the 2nd Tuesday; all meetings to commence at 7pm unless otherwise agreed. The date of the August meeting for 2013 has been agreed to as 13th August 2013.

**The meeting then proceeded as the ordinary meeting of the council.**

**13. Public Participation** – 2 representatives from CPFA addressed the members about the football nets between the playing fields & the allotments. The old nets were removed as they were unsafe. Replacement nets will be erected in time for the football season. The 2 representatives were thanked for attending & they left the meeting. The remaining member of the public advised he would stay to listen to what was said during a later agenda item.

**14. Police Report** PCSO Sue Rowley introduced herself & she was welcomed to her first Cayton Parish Council meeting. The report had been circulated prior to the meeting. The report & other issues were discussed with Sue. It was **RESOLVED that the police report be accepted & comments noted with a copy attached to the minutes.** Sue was thanked for attending & she left the meeting. **99/13**

**15. Minutes** the minutes of the meeting held 16<sup>th</sup> April 2013 were approved & were signed except that Councillor Mrs Liley requested it be recorded that Cayton in Bloom are asked for financial information.

**16. Reports from Borough & County Councillors** Councillor Blackburn had nothing to add to the report he had given at the Annual Parish meeting. Borough Councillor Green requested he be allowed to report during a later agenda item. It was **RESOLVED that this was acceptable.** **100/13**  
It was **RESOLVED that the Councillors be thanked for their reports.** **101/13**

**17. Planning Councillor Rowlands addressed the members:-**

**a) Correspondence from Mr & Mrs Comery regarding 18 Lodge close** had been circulated prior to the meeting. Councillor Rowlands explained no formal application had yet been received from Scarborough Borough Council so at the present time the Parish Council is not able to comment. The clerk reported an application had been submitted to SBC but was not complete in respect of the drainage so they had asked for more information.

**b) 3 Carr House Lane** a resident had approached Councillor Rowlands about the work undertaken at the front of this property. After discussion it was **RESOLVED a Development Control Investigation Request form would be submitted to Scarborough Borough Council.** **102/13**

**c) Member's received & discussed & decided where necessary information concerning the following:-**

- **Complaints** to SBC 769031 re sewage & flooding issues & 770808 handling of Barratts – no formal response had been received from Scarborough Borough Council although the clerk had been chasing. A communication from Dave Kitson advised he hopes to have a response to us by 24<sup>th</sup> May. Complaint 827761 re Non referral Borough Councillor Green read out a communication he had had from David Walker, he will forward this to the clerk & this will be made available to members at the next meeting.

- **Land on Cayton Low Road** the response from Scarborough Borough Council had been circulated prior to the meeting. It was agreed to accept the response & also to encourage the Tennis Club to apply for planning permission for tennis courts now rather than leave it until the Local Plan has been approved.

**d) Electronic planning** members received the latest response from SBC & also the proposed response to be made by the Parish Council. It was **RESOLVED the response could be made.** **103/13**

The clerk reported YLCA have agreed to discuss the matter at their next meeting on 3<sup>rd</sup> June.

**18. Village Maintenance** members received the minutes of the meeting held 20<sup>th</sup> May 2013. It was **RESOLVED that the Minutes of the meeting, as circulated & taken as read, be & are hereby approved as a true & correct record of the proceedings thereat, with resolutions 84/13 to 92/13 inclusive being accepted by the full Council and action taken thereon as necessary.** **104/13**

The following were discussed: - Jubilee Hall wall a resident had approached Councillor Blackburn about its safety. The wall has been inspected & found to be safe. The wall will be monitored quarterly with the Risk assessment for the Jubilee hall. 5 Station Road the footpath & road have been cleared up.

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**19. Finance** the May Schedule of payments had been circulated prior to the meeting. It was **RESOLVED that the figures totalling £1,235.92 be approved & paid with £1,000 transferred from the interest account to cover the payments.** **105/13**

**20. Recreation & Amenities** members received a report from Councillor Mrs Liley. Barratts have agreed £100 sponsorship for the Bonfire event & Pyrotek has visited McCain's & are happy with the site & will forward the Risk Assessment to the Parish Council.

**21. Extension of the cemetery** the clerk reported the Environment Agency had not yet responded to our latest communication. A reply had been promised within their Customer Charter timescale.

**22. Community Land** the replies received from residents are to be circulated to all members. Once all responses have been received the matter will be further discussed. The members discussed looking at alternative sites whilst Barratts are still working in the village. It was **RESOLVED Councillor Blackburn would talk to a local resident about other land in Cayton which may be suitable.** **106/13**

**23. Parish Assembly** the notes from the meeting had been circulated. The following issues raised were discussed:-

- **Muck & dust from the Barratt site – Ellen Gillott** from SBC Environmental Health has met Barratts on site after complaints were made, but she now appears to be ignoring on-going complaints by residents. The dust is a health hazard especially to the elderly & a nuisance to resident properties. It was **RESOLVED a letter would be sent to Ellen Gillott complaining about the lack of response to residents & asking her what has been done & what will be done in the future.** **107/13**

- **Crossing on Cayton Low Road/Main Street for Pindar school children** after discussion it was **RESOLVED the Headmaster of Pindar School would be asked if he had any concerns about Cayton children crossing the road.** **108/13**

**24. Cayton in Bloom** Councillor Mrs Hudson reported the group suggest the format for the Parish Council Best Kept Garden Competition is changed this year. After discussion it was **RESOLVED to suggest to Cayton in Bloom that they do not hold an event this year & see what the feedback is and re assess the situation next year.** **109/13**

**25. Clerks report item:** - the report had been distributed prior to the meeting. It was **RESOLVED the clerks report is duly noted with a copy herewith attached to the minutes.** **110/13**

**26. Reports from meetings attended** none.

**27. Meeting reminders** members were reminded of the following meeting

- Finance 31<sup>st</sup> May 9am;
- Flood Group 3<sup>rd</sup> June 10am

**28. Items for circulation** the following items were made available for circulation: - YLCA Bulletin 10/5/13 SBC details of Consultation on Licensing Policy; NYCC Subsidised Local bus Services consultation Cayton in Bloom Agenda 14/5 & minutes meeting 9/4; YLCA training information; CPRE Annual report; Clerk & Councils Direct May 2013; YLCA email Proposed Bill to Cap parish Precepts; White Rose 2/13; Country Air Spring 2013; Information about Superfast broadband; Letter Jubilee committee.

**29. Time & date of the next meeting** it was confirmed the date of the next Parish Council meeting as Tuesday 18<sup>th</sup> June 2013 at 7pm.

Signed *RF Swiers* Date 18/6/2013  
Chairman .....

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