

**Cayton Parish Council**  
**Ordinary meeting 13<sup>th</sup> August 2013 at 7pm Jubilee Hall, Cayton.**

**Present:** Councillor Mrs Swiers (Chairman), Councillors Blackburn, O'Pray, Rowlands & Seaward, Councillor Mrs Liley. PCSO Jason Johnson NY Police, 4 members of the public and 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. **153/13**
  
2. **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. No declarations were made.
  
3. **Apologies** had been received from Councillors Mrs Hudson & Mrs Kelly, Councillor Hood and Borough Councillor Simon Green. It was **RESOLVED the apologies be accepted.** **154/13**
  
4. **Public Participation** – the members of the public discussed with the members of the Parish Council the following:-
  - Barratts Reserve matters condition 21 – it was **RESOLVED a letter would be sent to SBC raising concerns about occupation when a proper drainage system was not in place.** **155/13**
  - Missing West Garth road sign Councillor Blackburn will take this up with SBC.
  - Public Right of Way for access to church over Blacksmiths car park - after discussion it was **RESOLVED a meeting would be arrange with Mike & Andrea Brent & the Parish Council to discuss further.** **156/13**
  
5. **Police Report** The report had been circulated prior to the meeting. The report & other issues of relevance to the police were discussed with Jason. It was **RESOLVED that the police report be accepted & comments noted with a copy attached to the minutes.** **157/13**
  
6. **Reports from Borough & County Councillors** Councillor Blackburn reported on work already completed in the village. On-going work- to slurry seal some footpaths a list is to be drawn up; pot holes; the hedge along Mill Lane is to be cut from end to end. Borough Councillor Green was not in attendance. It was **RESOLVED that the Councillor be thanked for his report.** **158/13**
  
7. **Minutes to receive, approve & sign the minutes of:** - Full Council meeting held 16<sup>th</sup> July 2013. It was **RESOLVED that the minutes of the meeting be approved & were signed.** **159/13**
  
8. **Planning Councillor Rowlands addressed the members:**
  - **Development Control Investigation re 3 Carr House Lane** - Rob Harrison from SBC has been in contact with the clerk. They have not yet decided whether action can be taken. The matter will be discussed again at the September meeting.
  - **Electronic Planning** - a letter Yorkshire Local Councils Association proposes sending to SBC had been circulated prior to the meeting. No amendments were suggested, the clerk will confirm to YLCA the letter can be sent.
  - **Barratts** Councillor Hood was not in attendance. He had spoken to the clerk & she reported Barratts are now aware they are responsible for moving the light posts in the middle of the footpaths on West Garth & are to arrange for them to be moved. A boundary fence is to be erected by the Beck Hole drainage ditch & it will be cleared of vegetation & debris.
  
9. **Village Maintenance** members received a report from Councillor O'Pray chairman of the committee. A full weed spray of the village is to be done; the dying tree on the Nesfield/Pastures green area will be removed & replaced later in the year.
  
10. **Recreation & Amenities** members received a report from Councillor Mrs Liley the chairman of the committee. The next meeting of the committee has been arranged for 4th September.

**11. Finance –**

- **change in the appointed members of the Finance Committee.** It was **RESOLVED** Councillor Mrs Kelly be replaced by Councillor Mrs Swiers on the committee. **160/13**
- **Minutes** members received the minutes of the meeting held 26<sup>th</sup> July 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 148/13 to 152/13 inclusive being accepted by the full Council and action taken thereon as necessary.** **161/13**
- **Financial Regulations** these had been reviewed by the Finance Committee with no amendment necessary. It was **RESOLVED to adopt the Regulations.** **162/13**  
Councillor Mrs Swiers signed the Financial Regulations document.
- **August schedule of payments** the August schedule of payments had been circulated prior to the meeting. It was **RESOLVED that the figures totalling £3,927.93 be approved & paid with £4,000 transferred from the interest account to cover the payments.** **163/13**

**12. Cayton News** members received the minutes of the working group meeting held 22<sup>nd</sup> July.

**13. Church access & Public Right of Way** this had been discussed with the members of the public under agenda item 4.

**14. Extension of the cemetery** a summary report for the Groundwater Risk Assessment had been circulated prior to the meeting. The risk assessment determines that the risk to groundwater is considered low; which is a favourable result in terms of the proposed application. The next step is for the report to be submitted to the Environment Agency and for the Parish Council to open discussion with the land owner about purchase or gifting of the land to the Parish Council.

**15. West End View Allotments** the clerk reported the lease has been received & the grass cut down by Simon. Further work is needed to get the debris cleared. The clerk reported one person has shown interest in taking a plot.

**16. Community Land/Community Centre** a copy of the letter sent to SBC had been circulated prior to the meeting. Cllr Blackburn reported Nick Read (SBC) had spoken to him. The land is not for open space but is to be used for a Community project. It is still the responsibility of Barratts & SBC have asked them to tidy it up. A formal response to the letter will be made.

**17. Cayton in Bloom** Councillor Mrs Hudson was not present at the meeting.

**18. Clerks report** the report had been distributed prior to the meeting. The clerk had raised the matter of the Jubilee Hall car park which is wearing. It was **RESOLVED the clerk would contact the contractors who did the work in 2009 for their advice.** **164/13**

It was **RESOLVED the clerks report is duly noted with a copy attached to the minutes.** **165 /13**

**19. Reports from meetings attended** no reports.

**20. Meeting reminders** members were reminded of the following meetings - Flood Group 2nd September 10am; Cayton News 2nd September 2pm; Recreation & Amenities 4th September 11am; Village Maintenance 9<sup>th</sup> September 9.30am.

**21. Items for circulation** the following items were made available for circulation: YLCA Bulletins 19/7, 26/7. Countryside voice Summer 2013; Jubilee Hall Receipts and Payments to 30/6/13

**22. Time & date of the next meeting** it was confirmed that the date of the next Parish Council meeting as Tuesday 17<sup>th</sup> September 2013 at 6.30pm.

Signed *Roberta Swiers* Date 17/9/2013  
Chairman .....