

Cayton Parish Council
Ordinary meeting 19th May 2015 at the Jubilee Hall, Cayton.

Present: Councillor Mrs Swiers (Chairman), Councillors Green, Seaward & Southward, Councillors Mrs Gregory, Mrs Hudson & Mrs Liley, after election Councillor Poor & Clerk Helen Carter.

1. **Apologies** – had been received from North Yorkshire County Councillor John Blackburn & Councillor Mike O’Pray. It was **RESOLVED the apologies be accepted.** **81/2015**

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. Councillor Mrs Liley declared an interest in agenda item 10 & Councillor Mrs Swiers in agenda item 7. **It was RESOLVED the declarations be noted.** **82/2015**

3. **Public Participation** – no member of the public present.

4. **Police Report** The report had been circulated prior to the meeting. No one was in attendance from the police. It was **RESOLVED that the police report be accepted & comments noted with a copy attached to the minutes.** **83/2015**

5. **Reports from Borough & County Councillors** Councillor Blackburn had sent his apologies. Borough Councillor Simon Green reported the Leisure Village had been discussed & was going to planning & The Futurist should be discussed June/July. Borough Councillor Mrs Swiers is undertaking training being a new Councillor. **It was RESOLVED that the councillors be thanked for their reports.** **84/2015**

6. **Minutes** to receive, approve & sign the minutes of the full council meeting held 21st April 2015. It was **RESOLVED that the minutes of the meeting be approved & were signed.** **85/2015**

7. **Planning:-**
 - a) Members received the response made in respect of the following application:-
 - **NY/2015/0092/FUL** solar panels at Cayton school no objection made. It was **RESOLVED to confirm the response made.** **86/2015**
 - **15/00698/FL** – Temporary siting of log cabin to provide agricultural workers accommodation at Killerby applicant Mr D Swiers – the planning committee are to meet at the site following which a Committee meeting will be arranged to discuss the application.
 - b) **Development Control Investigations** the response received about recycling banks had been circulated prior to the meeting. Scarborough Borough Council is satisfied with their location. However in their response they did not reply to our question as to whether planning permission is required for them. The clerk is to go back to Scarborough Borough Council about this. The response about 71 West Garth were an extension has been built was discussed. SBC have recently visited the property & confirmed due to the size planning permission should have been obtained & a recommendation is to be made that the extension is acceptable. The clerk is to ask if retrospective planning permission is to be sought.

8. **Village Maintenance – members:-** in the absence of Councillor O’Pray, the clerk reported she continues to chase for the dog stencils and asked for any outstanding Risk Assessments to be returned. The hedge at 110 West Garth has still not been cut, the clerk will enquire of North Yorkshire County Council. Siding out of Mill Lane & Church Lane footpaths was discussed. The clerk will make enquiries with Roger Burnett. A resident at Cayton Bay has asked for 2 more “Dog signs”. Councillor Mrs Hudson asked when the “highlighted” pot holes are to be filled, & advised of some more which need attention. The clerk will ask Councillor Blackburn.

- 9. Recreation & Amenities members:** - Councillor Mrs Liley gave a report on the very successful Tour de Yorkshire event. She thanked everyone involved. Cayton appeared on National & Local TV & the press. The residents of Cayton did the village proud on the day.
- 10. Finance:-**
- **Audit the** Internal Auditors report for 2014/2015 had been circulated prior to the meeting. Section 4 of the Annual Return had been completed & signed. The clerk will discuss with the auditor his comments about donations; he is pleased the council is doing much more to be clearly seen to be corporately responsible for the management of public money & recording activities. Comment was made about reserves held being high & that this would have to be clearly explained to the external auditors. It was **RESOLVED that the Internal Auditor's Report for the Year End Accounts 2014/2015 be accepted & comments noted & acted on.** **87/2015**
 - **Appointment of Internal Auditor for 2015/2016** it was **RESOLVED to re appoint Andrew Husband as the internal auditor for 2015/2016 on the same terms as previously.** **88/2015**
 - **Notice of Appointment of date for exercise of electors' rights** the clerk confirmed the notice has been displayed since 24th April with information available between 8th May & 5th June 2015.
 - **Annual Return Section 1 2014/2015 Accounting Statements** – it was **RESOLVED to approve and for the chairman to sign the Accounting Statements for year ending 31st March 2015 & to note the Internal auditors unqualified report (Section 4).** **89/2015**
 - **Section 2 Annual Governance Statements.** 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 31st March 2015** **90/2015**
 - **Asset register** a copy had been circulated prior to the meeting. After discussion it was **RESOLVED to confirm the total of assets held at 31st March 2015 as £322093.** **91/2015**
 - **Insurance renewal** the need for insurance was discussed with the asset register, it was agreed to confirm renewal as of 1st June 2015.
 - **Schedule of payments** the May schedule of payments had been circulated prior to the meeting. The clerk explained the need to claim 5 extra hours, £3.90 mobile phone charge & 72 extra miles in connection with the Jubilee Hall condition survey & internal audit. It was **RESOLVED to confirm the expenditure. 92/15** It was **RESOLVED that figures totalling £2,951.76 be approved & paid with £2,000 transfer from the interest account to the cheque account.** **93/2015**
- 11. Cemetery Provision** the response from SBC to our letter was discussed with the members. SBC have requested a meeting to discuss a way forward. It was **RESOLVED Councillors Mrs Swiers & Councillor Seaward would meet with SBC.** **94/2015**
- 12. Community Land** Councillors Mrs Swiers, Mrs Liley & Seaward reported from the last committee meeting. A representative is to attend the Parish assembly to give a report.
- 13. Jubilee Hall condition survey** the clerk reported the actual survey is being undertaken on 20th May & the report should be available for discussion at the next meeting.
- 14. Parking at Beck Hole** a letter from Robert Goodwill MP had been circulated prior to the meeting. The clerk reported a resident had been into the office recently to complain about the issues they are having; the clerk had mentioned this to County Councillor John Blackburn who has previously been involved. John has advised the matter needs to be advised to Yorkshire Coast Homes. After discussion it was **RESOLVED to write to YCH to advise them of the problem being referred to us & seek their views on how to resolve the issue. The letter to be copied to Robert Goodwill.** **95/2015**
- 15. Map of Cayton at the Post Office** the clerk reported she had been to Print & Design at Beverly to discuss how to improve the appearance & add the new housing estate. They consider a revamp is required & to provide a new map inclusive of 8 hours art work will be £291.02. After discussion it was **RESOLVED to approve the expenditure & Councillor Green agreed to assist the clerk.** **93/2015**

- 16. Cayton in Bloom** Councillor Mrs Hudson reported new barrels are being placed along Main Street to be planted up.
- 17. Clerks report** nothing.
- 18. Reports from meetings attended-** nothing to be reported.
- 19. Meeting reminders** members were reminded of the following meetings:
- Parish Assembly 21st May 7.30pm
 - Finance Committee 10th June 9.30am
- 20. Items for circulation** the following have been made available for circulation – CPRE renewal details & annual report; RAY renewal details; Subsidised Bus Services consultation information; Clerks & councils Direct May 2015; White Rose April 2015; YLCA Service provision information.
- 21. Time & date of the next meeting** it was confirmed that the date of the next Parish Council meeting is Tuesday 16th June 2015 at 7pm

Signed **Roberta Swiers** **Date** **16th June 2015**