

**Cayton Parish Council  
Annual Meeting  
17<sup>th</sup> May 2016 at 6.30pm Jubilee Hall, Cayton.**

**Present:** Councillor Mrs Swiers (Chairman), Councillors Green, Hallgate, Poor & Southward, Councillors Mrs Hudson & Mrs Liley, North Yorkshire County Councillor John Blackburn, Barry Scholey, Mike Morley & Bev Petts from the Cayton Community Land Committee & Clerk Helen Carter.

1. **Election of Chairman** Councillor Mrs Swiers was proposed & seconded as chairman. Councillor Mrs Swiers signed the declaration of acceptance of office & the meeting continued under her chairmanship.
2. **Appointment of Vice Chairman** Councillor Green was proposed & seconded as vice chairman.
3. **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.** **75/16**
4. **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.**
5. **Apologies** – had been received from Councillor Mrs Kelly. It was **RESOLVED the apology be accepted.** **76/16**
6. **Community Land Committee** a report from the committee had been circulated prior to the meeting. The report detailed the proposed plans for the Community Land, a proposal to provide Community Facilities for the benefit of all residents of Cayton. The members of the committee addressed the members about the report & took questions from them. The chairman thanked the committee for all their hard work in putting the plan together. After discussion, it was **RESOLVED that Cayton Parish Council accepts the draft proposal.** **77/16**  
It was agreed Councillors Mrs Swiers & Councillor Green would arrange a meeting with Scarborough Borough Council & members from the Community Land Committee to move matters forward. The 3 members were thanked for attending & they left the meeting.
7. **Reports from Borough & County Councillors** Councillor Blackburn reported he continues to press NYCC about the s106 monies & the lack of progress in agreement on how the monies are to be spent. There has however, been some progress regarding the vehicle activated signs. John has £5K locality budget to hand out covering all his parishes. An email from a resident of Beverley Road about problem parking was discussed. Whilst agreeing that problem parking not only relates to Beverley Road but many other roads around the village, it was suggested that the resident is asked if they want the SBC parking enforcement officer to be contacted and advised of the problem. Borough Councillors Mrs Swiers & Green reported the number of Scrutiny Committees at SBC has been reduced to one & the process has started to reduce the number of councillors. **It was RESOLVED that the councillors be thanked for their reports.** **78/16**  
John was thanked for attending & he left the meeting.
8. **Appointment of members to standing committees it was RESOLVED the following be appointed to the following committees: -** **79/16**
  - **Finance** Councillors Hallgate, Mrs Swiers, Mrs Kelly & Mrs Liley.
  - **Recreation & Amenities** Councillors Southward, Mrs Kelly & Mrs Liley.
  - **Village Maintenance** Councillors Poor, Mrs Hudson, Mrs Kelly & Mrs Swiers.
  - **Planning** Councillors Green, Poor, Southward & Councillor Mrs Hudson
  - **Disciplinary & Grievance Committee** Councillors Mrs Hudson, Mrs Kelly, Mrs Liley, Mrs Swiers.

**9. Appointment of members to working groups, it was RESOLVED the following be appointed to the working groups: -** **80/16**

- **Grants** Councillors Mrs Hudson, Mrs Liley & Mrs Swiers.
- **Snow Plan** Councillor Poor.
- **Cayton News** Councillors Mrs Kelly & Mrs Swiers & Councillor Poor.

**10. Appointment of representatives to outside committees:- it was RESOLVED the following be appointed:** **81/16**

Cayton in Bloom Councillor Mrs Hudson; Filey CAP Councillor Hallgate ; Flood Group Councillors Green & Mrs Hudson ; Jubilee Hall Management Committee Councillors Mrs Liley & Mrs Swiers; Southern Area Cluster Councillors Green & Mrs Swiers; Village Hall Management Committee Councillor Mrs Swiers; Yorkshire Local Councils Association Councillor Hallgate; CPFA Councillor Poor; Community Land Committee Councillor Mrs Liley; Barratts representative Councillors Green & Mrs Swiers

**11. Bank & NS& I Mandates it was RESOLVED Councillors Green, Mrs Liley & Mrs Swiers to remain as signatories along with the clerk. Cheques to be signed by any two. It was also confirmed that payments to BT & N.E.S.T. could be paid by Direct Debit & payments to the Jubilee Hall Management Committee could be paid by Standing Order.** **82/16**

**12. Standing Orders** the clerk reported the Standing Orders have not changed from those circulated last year & they were the latest version available. It was **RESOLVED that the Standing Orders be adopted.** **83/16**

**13. 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.

Signed **R Swiers**

Date **21<sup>st</sup> June 2016**

**The meeting then continued as the ordinary meeting of the Parish Council.**