



Cayton Parish Council

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9th February 2021

**To All Members of Cayton Parish Council,**

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday **16<sup>th</sup> February 2021** at 7pm using the Zoom digital platform.

Zoom Meeting Joining instructions to follow

<https://us02web.zoom.us/>

Meeting I.D.

Passcode

The business to be transacted at this meeting is set out below.

**Councillor Mrs Roberta Swiers.**  
**Chair Cayton Parish Council**

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**NOTE OF THE MEETING:- To confirm that the Public notice of the meeting has been given in accordance with Schedule 12, para (10) 2 (b) of the Local Government Act 1972**

**Chairman's Announcement**

Prior to the commencement of the meeting, the Chairman will outline the procedure for this remote meeting to ensure that the meeting is effective and lawful including:

- Councillors code of conduct.
- Voting procedure.
- Public session and exclusion of the press and public procedure.
- Anyone wishing to record is asked to let the chairman of the meeting know prior to the start of the meeting.
- The meeting is being recorded by the Council.
- All councillors present are required to state their name prior to the commencement of the meeting.

**AGENDA**

**1 Apologies**

To note apologies and approve the reasons for absence.

**2 Declaration of Interests**

a. To note declarations of interest not declared under Code of Conduct or members register of disclosable pecuniary interests.

b. To approve dispensation requests.

### **3 Confidential Agenda Items.**

To agree if any items on the Agenda need to be discussed in private at the end of the meeting; following the exclusion of the press and public due to be confidential nature of the business to be transacted and in accordance with the Public Bodies (Admissions to meetings) Act 1960. .

#### **a. Parish Update.**

### **4 Meeting of Cayton Parish Council held on 19<sup>th</sup> January 2021 and the Extra Ordinary Parish Council on 26<sup>th</sup> January 2021.**

- a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 19<sup>th</sup> January 2021 as a true record of the meeting (Attached).
- b. To approve minutes of the Extra Ordinary Cayton Parish Council meeting on Tuesday 26<sup>th</sup> January 2021:-To Follow.
- c. To note any update from the minutes.

### **5 Police Matters.**

To note the Police crime report and any other matters relevance to the police.

### **6 Public Participation.**

To receive and hear any person who wishes to address the council. The Chairman will select the order of the matters to be heard. Each speaker will be limited to a period of 3 minutes (A maximum of 15 minutes in total public participation at the Chairman's discretion).

### **7 Correspondence**

- a. Cayton in Bloom.

### **8 Complaints / Concerns Received**

- a. Any residents concerns received by Councillors and any action taken on previous resident concerns.
- b. Website concerns.

### **9 Reports form Borough and County Councillors.**

To receive verbal reports from NYCC and Borough Councillors:-Cllr. Swiers and Cllr. Green

### **10 Planning Committee**

To receive a verbal report from Cllr. Hudson, Chairman of the Planning Committee relating to any Planning applications received.

### **11 Community Land:- To receive a verbal report from Councillor Green.**

- a. Grant Funding.

### **12 Village Maintenance Committee.**

- a. To receive a verbal report from Cllr. Poor relating to issues related to the village.
- b. Update on Village Risk assessments.
- c. Village Play equipment update.

Date and time of next meeting to be confirmed

### **13 Recreation and Amenities Committee**

- a. To receive a verbal report from Cllr.Liley, Chairman of the Recreation and Amenities committee relating to events.
- b. Consideration regarding Easter activities.
- c. Community Bench for Harford Road area.
- d. Cayton News leaflet.

Date and time of next meeting to be confirmed.

#### **14 Finance**

- a. To receive a verbal report from the Finance Chairman Cllr. Green relating to bank balances.
- b. To receive the 12th February Finance Minutes:- To Follow
- c. To approve the February Schedule of payments:- To Follow.
- d. To approve the transfer of funds to the current account from the deposit account to cover the February 2021 payments.

Next meeting date and time to be confirmed.

#### **15 Assest Register Update.**

#### **16 Meetings attended by Councillors.**

#### **17 EXCLUSION OF THE PRESS AND PUBLIC**

To exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business now to be transacted.

- **Parish update.**

#### **18 Time and Date of the Next Meeting.**

To confirm the time and date of the next meeting on Tuesday 16<sup>th</sup> March 2021 at 7pm