



Cayton Parish Council

Jubilee Hall, Main Street, Cayton, Scarborough, YO11 3TF

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11th May 2021

To All Members of Cayton Parish Council,

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Thursday 18th May 2021 at 7.00pm meeting at The Jubilee Hall , Main Street Cayton

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

Councillor Mrs Roberta Swiers.
Chair Cayton Parish Council

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 proper to the start of the meeting.
- The meeting is being recorded by the Council for the purpose of minutes only
- All councillors present are required to state their name proper to the commencement of the meeting

AGENDA

- 1 Notice of 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.**

2 Apologies

To note apologies and approve the reasons for absence.

3 Introduction to Candidates for Parish Councillor Vacancy – a decision to be made on appointment of the successful candidate prior to the rest of the meeting.

4 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.

5 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.

6 Meeting of Cayton Parish Council held on 20th April 2021

- a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 20th April 2021 as a true record of the meeting
- b. To note any update from the minutes

7 Police Matters.

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

8 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).

9 Correspondence

10 Complaints / Concerns Received

- a. Any residents concerns received by Councillors and any action taken on previous resident concerns.
- b. Motorhomes – To discuss concerns with regards to amount of Motorhomes at Cayton Bay

11 Reports form Borough and County Councillors.

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

12 Clerk's report – Gill Armstrong

13 Chairman's report – Councillor Swiers

14 Planning Committee

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

19 Village Maintenance Committee.

- a. To receive a verbal report from Cllr Poor relating to issues related to the village including updates from previous issues & allotments.
- b. Jubilee Hall Bell tower – to discuss engineers report requirement

20 Recreation and Amenities Committee

- a. To receive a verbal report from Councillor Liley, Chairman of the Recreation and Amenities committee relating to events.
- b. Bonfire & Firework event
- c. Date and time of next meeting to be arranged

21 Finance

- a. A to receive a verbal report from the Finance Chairman Councillor Green relating to bank balances.
- b. To approve minutes from Finance Meeting held 13th May 2021

- c. To approve the May Schedule of payments
- d. To approve Clerks overtime for May
- e. Financial Controls review
- f. Financial Risk Assessment review
- g. Standing Order review
- h. Internal Audit
- i. Next meeting date and time to be confirmed.

22 Cayton Parish Council Social Media presence – To discuss requirements & options available

23 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.

24 Time and Date of the Next Meeting.

To confirm the time and date of the next meeting on Tuesday 15th June 2021 at 7pm