



Cayton Parish Council

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

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9th November 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 16th November 2021 at 7.00pm, meeting at The Jubilee Hall, Main Street Cayton
The business to be transacted at this meeting is set out below.

Gill Armstrong, Clerk to Cayton Parish Council

Chairman's Announcement

Prior to the commencement of the meeting, the Chairman will outline the procedure for the public at this meeting to ensure that it is effective and lawful, including recording of the meeting and public participation.

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. 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.
- 4. 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).
- 5. Meeting of Cayton Parish Council held on 19th October 2021**
 - a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 19th October 2021 as a true record of the meeting
 - b. To note any update from the minutes
- 6. Correspondence** – To discuss a message from a resident re bins
- 7. Police Matters-**

To note the Police report and any other matters relevant to the police, including surgery times and dates.
- 8. Reports form Borough and County Councillors.**

To receive verbal reports from NYCC and Borough Councillors:- Cllr Swiers and Cllr Green
- 9. Clerk's report** – Gill Armstrong
- 10. Chairman's report** – Councillor Swiers

- 11. Cayton News** – To discuss any further requirements and make decisions where required
- 12. Planning Committee – Cllr Hudson**
To receive a verbal report from Cllr Hudson, Chairman of the Planning Committee relating to any Planning applications received or updates
- 13. Village Maintenance Committee – Cllr Poor**
a. To receive a verbal report from Cllr Poor relating to issues related to the village including updates from previous issues.
b. Risk assessment updates from Councillors
c. Community Payback schedule of maintenance – to formulate a comprehensive list of jobs that can be done by the team
- 14. Recreation and Amenities Committee – Cllr Liley**
a. The Queens Platinum Jubilee- to discuss and agree arrangements as required
b. Christmas Celebrations – to discuss and agree arrangements as required
- 15. Finance – Cllr Caygill**
a. To receive a verbal report from the Finance Chairman Councillor Caygill relating to bank balances.
b. To approve minutes from Finance Meeting held 4th November 2021
c. To approve the November Schedule of payments
d. To approve Clerks overtime for November
e. To discuss initial draft budget document
f. Next meeting date and time to be confirmed.
- 16. Jubilee Hall Bell Tower** – To discuss recent and arising issues, to make decisions where required and discuss further actions to be taken
- 17. Locality Budget** – To make a decision on projects
- 18. Community Land update** – Councillor Green
- 19. 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.
- 20. Time and Date of the Next Meeting.**
To confirm the time and date of the next meeting on **Tuesday 14th December 2021 7pm**