



Cayton Parish Council

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

Tel: 01723 586869

Email: caytonparish@btconnect.com

Website www.caytonparish.org.uk

12th January 2022

To All Members of Cayton Parish Council,

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday 18th January 2022 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 14th December 2021

- a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 14th December 2021 as a true record of the meeting
- b. To note any update from the minutes including items deferred

6. Police Matters-To note the Police report and any other matters relevant to the police including Charity Bag issue in village – Cllr Grundy

7. Correspondence – To discuss any correspondence received where required

8. Complaints / Concerns Received

- a. Any residents concerns received and any action taken on previous resident concerns

9. Reports form Borough and County Councillors.

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

10. Clerk's report – Gill Armstrong

11. Chairman's report – Councillor Swiers

12. Planning Committee

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.

- a) To receive a verbal report from Cllr Poor, Chairman of Village Maintenance, including updates from previous issues, allotments and Community Payback Team
- b) Trees – to discuss current issues and decide on further action

14. Cemetery - to discuss availability of spaces and make decisions where required on actions

15. Honorary Freedom of Parish – to discuss policy and adoption of that policy. To confirm a date for the meeting to grant any award deemed to be within the criteria.

16. Delegation – To discuss current arrangements for delegation in case of further restrictions – Cllr Grundy

17. Jubilee Hall and Bell Tower

- a) To discuss quotes for repair of flat roof and update on insurance status
- c) To discuss the monies owing from kitchen refit from JHMC to CPC and finalise arrangement for re payment
- d) Issues arising at hall to be discussed and actions taken where required

18. Recreation and Amenities Committee

- a) To receive a verbal report from Cllr Liley, Chairman of the Recreation and Amenities committee relating to events.
- b) Queens Platinum Jubilee events

19. Finance

- a. To receive a verbal report from the Finance Chairman Cllr Caygill relating to bank balances.
- b. To approve minutes from Finance Meeting held 13th January 2022
- c. To approve the January Schedule of payments
- d. To approve Clerks overtime for December/January – 9 hrs
- e. Next meeting date and time to be confirmed.

20. Village Communications of Parish Council Business – Cllr Grundy

21. Annual Parish Meeting – Date to be set between 1st March and 1st June 2022

22. 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.

23. Time and Date of the Next Meeting.

To confirm the time and date of the next meeting on **Tuesday January 18th 2022 at 7pm**