



# Cayton Parish Council

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

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11<sup>TH</sup> May 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 17<sup>th</sup> May 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

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### 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 19<sup>th</sup> April 2022**

- a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 19<sup>th</sup> April 2022 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

**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
- b) Issues with seagulls West Garth / Green Park area
- c) Motorhomes and caravans on Old Filey Road

**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**

**12. Planning Committee –** a) To receive a verbal report from the Clerk in the absence of a chair of the Committee / first meeting relating to any Planning applications received or updates

**13. Village Maintenance Committee.**

a) To receive a verbal report from the Clerk and Councillors in the absence of a Chair of the Committee / First meeting

**14. Community Land –**

- a) To discuss situation of the drainage ditch and transfer of the land- decision required
- b) To discuss any update on progress and make decisions where required.

**15. Jubilee Hall and Bell Tower**

- a) Issues arising at hall to be discussed and actions taken where required including car park
- b) To discuss communication in relation to the Bell Tower and report / invoice.

**16. Recreation and Amenities Committee –**

- a) To receive any reports in the absence of a chair of the committee / first meeting
- b) To receive a verbal report from Cllr Liley, relating to events including the Queens Platinum Jubilee 2022

**17. Finance**

- a. To receive a verbal report from the Finance Chairman relating to bank balances.
- b. To approve minutes from Finance Meeting held 14th April 2022
- c. To approve the May Schedule of payments
- d. To approve Clerks overtime for April / May including toil
- e. To agree banking of 2021 petty cash of £23.13
- f. To approve end of year accounts against the budget
- g. To approve and complete the Annual Governance statement
- h. To review and agree the figures on the accounting statement and complete the AGAR
- i. Financial Controls review
- j. Financial Risk Assessment review
- k. Standing Order review
- l. Next meeting date and time to be confirmed.

**18. Co-option of new Councillors –** To discuss next steps and procedure

**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 June 21st 2022 at 7pm**