



Cayton Parish Council

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

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07/12/22

To All Members of Cayton Parish Council,

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday 13th December 2022 at 6.30pm, 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 15th November 2022

- a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 15th November 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/ Complaints / Concerns Received – To discuss where required and take relevant action.

8. Reports form Borough and County Councillors. - To receive verbal reports from NYCC and Scarborough Borough Councillors:- Cllr Swiers and Cllr Green

9. Clerk's report – Gill Armstrong

10. Chairman's report – Cllr Swiers

11. Planning Committee

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

12. Village Maintenance Committee.

- a) To receive a verbal report from Cllr Boak, Chairman of Village Maintenance
- b) Terms of reference – Cllr Boak
- c) Taking over services – to discuss the offer from Unitary re the proposal to take over some services – Cllr Bentley
- d) Grass Cutting Millennium Gardens new price – to make a decision on accepting contract
- e) Cemetery kissing gate replacement – to make decision on quote received
- c) Next meeting date and time to be confirmed

13. Community Land

- a) Presentation from Borough Cllr Simon Green in relation to drainage ditch on Community Land
- b) To discuss any update on progress and make decisions where required for Community Land

14. Jubilee Hall and Bell Tower

- a) To discuss any update on progress and make decisions where required in relation to Bell Tower or Jubilee Hall.

15. Recreation and Amenities Committee

- a) To receive a verbal report from Cllr Petts, Chairman of the Recreation and Amenities committee relating to events and Committee matters
- b) Christmas 2022 - to discuss events and make decisions where required
- c) Sand Art project – to confirm further meeting
- d) Next meeting date and time to be confirmed

16. Finance Committee

- a. To receive a verbal report from Cllr Caygill Chair of Finance relating to bank balances.
- b. To approve the December Schedule of payments
- c. To approve Clerks overtime for December
- d. Budget requirements to discuss draft proposal
- e. Core Computers new contract
- f. Next meeting date and time to be confirmed.

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.

18. Time and Date of the Next Meeting Tuesday 17th January 2023 at 7.00pm