



# Cayton Parish Council

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

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10/01/23

## 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> January 2023 at 7.00pm, 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 13<sup>th</sup> December 2022**

- a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 13<sup>th</sup> December 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-**

- a) Use of Pesticides – Cllr Swiers

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

**9. Chairman's report** – Cllr Swiers

## **10. Planning Committee**

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

## **11. Village Maintenance Committee.**

- a) To receive a verbal report from Cllr Boak, Chairman of Village Maintenance
- b) Noticeboard placement update
- c) Commonwealth War Graves signage – To make a decision as per email - Clerk
- d) Risk Assessments allocation
- e) Flood & Snow Group
- f) Next meeting date and time to be confirmed

## **12. Community Land / Open Space**

- a) To discuss any update on progress and make decisions where required for Community Land
- b) To discuss any update on progress and make decisions where required for Open Space

## **13. Jubilee Hall Bell Tower**

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

## **14. 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) Community drop ins – update Clerk
- c) Memorial Tree – Cllr Swiers, to discuss and make a decision where required
- d) Gala 2023 – To discuss risk assessment required and decisions on bookings to be made where required plus the transfer of money from the previous Gala committee bank account to CPC.
- e) Christmas 2022 – To discuss event and booking entertainment for 2023
- f) Coronation 2023 – To discuss bookings and purchases required and make decisions where required.
- g) Next meeting date and time to be confirmed

## **15. Finance Committee**

- a. To receive a verbal report from Cllr Caygill Chair of Finance relating to bank balances.
- b. To approve the January Schedule of payments
- c. To approve Clerks overtime for Dec/ Jan- 8 hours
- d. Computer contract – to make a decision if it is to be renewed
- e. Budget – to discuss any under spend / overspend and requirements to vire monies
- f. Bollards – to discuss quote and make decisions where necessary
- g. Next meeting date and time to be confirmed.

## **16. Cayton News** – To confirm date for delivery of next publication and in house costings

## **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 21<sup>st</sup> February 2023 at 7.00pm