



# Cayton Parish Council

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

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11/10/23

## 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> October 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 receive apologies for absence and consider the reasons for absence.
- 3. Declaration of Interests**
  - a. To receive Councillors declarations of interest not declared under Code of Conduct or members register of disclosable pecuniary interests.
  - b. To receive dispensation requests.
- 4. Public Participation** - To receive and hear any person who wishes to address the council. 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). No resolutions can be made on points raised that are not otherwise on the agenda
- 5. Meeting of Cayton Parish Council held on 15<sup>th</sup> August 2023**
  - a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 15<sup>th</sup> August 2023 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 Received-**

- a) Property complaint – Cllr Swiers

**8. Reports from County Councillor.** - To receive verbal report from NYC Councillor:- Cllr Swiers

**9. Chairman's report** – To receive a report from the Chair of the Parish Council – Cllr James Boak

**10. Co -option of new Councillor** – To make resolution on the co-option of a Councillor

## **11. Planning Working group**

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

## **12. Village Maintenance Committee.**

- a) Drains – to discuss any recent drain issues in Parish including water ways
- b) Community Payback updates – to discuss provision and issues relating to work that would be carried out by CP team usually
- c) Allotments and trees – update from Clerk
- d) Christmas trees – To discuss requirements and to recognise Mr Swiers commitment
- e) Hedgehogs Highway project – to discuss project and make a resolution if Council wish to be involved
- f) Highways concerns – to receive current concerns in relation to Highways issues from members and make resolutions in regard to further actions
- g) Next meeting date and time to be confirmed

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

- a) To receive any update on progress and make resolutions where required for Community Land including reports submitted
- b) To receive any update on progress and make resolutions where required for Open Space including reports submitted

## **14. Events Committee**

- a) To elect a Chair of the Events Committee
- b) Recent events –to discuss how they went and any issues that arose
- c) Halloween – to discuss any equipment required and volunteers for party
- d) Give & Take Event – to discuss next event as 25<sup>th</sup> November 2023
- e) Adult Christmas provision – Cllr Hurst
- f) Christmas Events – to discuss requirements and make resolutions where required
- g) Next meeting date and time to be confirmed

## **15. Finance Committee**

- a. To receive details of the bank balance correct as of the 31<sup>st</sup> September 2023

- b. To receive the bank reconciliation for August and September 2023
- c. To note the September schedule of payments and receive the October Schedule of payments for approval
- d. To receive the Clerks overtime for September for approval
- e. Grants application – to record decision of recent application and make resolution on encompassing working group into Full Council.
- f. 106 money – update Cllr Boak
- g. To receive information on signatory issues with Barclays and to receive Unity Trust / Lloyds information for discussion and to resolve further action - Clerk
- h. Next meeting date and time to be confirmed.

## **16. Communications**

- a) Email addresses and new domain – to note requirements for multi factor i.d - Cllr Boak

**17. Cayton News** – To receive quotes and vote on which to proceed with.

## **18. EXCLUSION OF THE PRESS AND PUBLIC**

Members to consider excluding 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.

**19. Time and Date of the Next Meeting** Tuesday 16<sup>th</sup> November 2023 at 7.00pm