



# Cayton Parish Council

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

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16/05/2024

## To All Members of Cayton Parish Council,

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday 21<sup>st</sup> May 2024 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 16<sup>th</sup> April 2024**
  - a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 16<sup>th</sup> April 2024 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) Thankyou letters

- b) Complaint in relation to bus service
- c) Any other correspondence received requiring discussion and action to be taken

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

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

**10. Planning Working group-** To receive a verbal report from Chairman of the Planning working group, relating to current Planning applications received for the Parish

**11. Village Maintenance Committee.**

- a) Report from Chairman of Village Maintenance Committee
- b) Highways concerns – to receive current concerns in relation to Highways issues from members and make resolutions in regard to further actions
- d) Next meeting date and time to be confirmed

**12. 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

**13. Events Committee**

- a) Report from Chair of Events Committee
- b) Upcoming events – to discuss events and make decisions where required including D DAY and Lantern Workshop
- c) Olympics 2024 - – to discuss event and make decisions where required
- d) Next meeting date and time to be confirmed

**14. Finance Committee**

- a. To receive details of the bank balance, correct as of the 30<sup>th</sup> April 2024
- b. To receive the bank reconciliation for April 2024 and payment schedule for May
- c. To receive the Clerks overtime for April/May for approval.
- d. Finance Committee meeting dates – to discuss if this committee should meet on an evening to make it accessible to all and make a decision therein.
- e. To note the dates of Public examination of accounts in relation to audit and update from internal audit
- h. Next meeting date and time Wednesday 12<sup>th</sup> June time to be confirmed

**15. Co-option** – to discuss plans going forward

**16. 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.

**17. Time and Date of the Next Meeting** Tuesday 18<sup>th</sup> June 2024 at 7pm