



Cayton Parish Council
Jubilee Hall, Main Street, Cayton, Scarborough, YO11 3TF
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21st April 2021

To all Members of the Parish Council, Borough & County Councillors, Public & Local Press.

You are hereby summoned to attend the Annual Meeting of the Parish Council to be held on **Tuesday 4th May 2021** commencing at 7pm, using the Zoom digital platform (joining details are below)

Join Zoom Meeting

<https://us02web.zoom.us/j/81545816547?pwd=dTFDU1BILzJ6WmJ5VG1aSW9UNUF5QT09>

Meeting ID: 815 4581 6547

Passcode: 467320

Find your local number: <https://us02web.zoom.us/u/kGOeKqlcf>

Yours faithfully

Gill Armstrong

Clerk to Cayton Parish Council

- 1. To Elect a Chairman of the Council for 2021/2022**
- 2. To receive the Chairman's declaration of acceptance of the office.**
- 3. To appoint a Vice Chairman for 2021/2022.**
- 4. Notice of meeting** - To confirm that public notice of the meeting has been given in accordance with Schedule 12, paragraph 10(2) of the Local Government Act, 1972.
- 5. Declarations of Interests** – Members are reminded of the need to consider whether they have a disclosable pecuniary interest or personal interest (as detailed in Appendix A and Appendix B of the Parish Council's Code of Conduct to declare in any of the items on this agenda. If so, the nature of the interest must be declared at the start of the meeting.
- 6. Apologies** - to receive apologies and approve reasons for absence.
- 7. To appoint members to the standing committees:-** Finance, Recreation & Amenities, Village Maintenance & Planning
- 8. To appoint members to other committees:-** Disciplinary & Grievance, Staffing
- 9. To appoint members to the working groups:-** Cayton News, Grants, Snow Plan, Neighbourhood Development Plan
- 10. To appoint representatives for outside committees, groups and organisations:**
 - Cayton in Bloom;
 - Flood Group;
 - Jubilee Hall Management Committee;
 - Eastfield PACT (Police & Community Together)
 - Village Hall Management Committee;
 - Cayton Playing Field Association
 - Yorkshire Local Councils Association
 - YLCA Branch meetings
- 11. Standing Orders:-** to approve & adopt standing orders
- 12. Financial Regulations:-** to approve & adopt
- 13. Financial Risk Assessment:-** annual review

- 14. Yorkshire Local Councils Association:-** to discuss need for councillor training
- 15.** To confirm the dates of Full council meetings as the 3rd Tuesday each month except for December when it will be held on the 2nd Tuesday: all meeting to commence at 7.00pm unless otherwise agreed.