

CAYTON PARISH COUNCIL

Parish Council Meeting 21st November 2017 Jubilee Hall Cayton at 7pm

Present: Councillor Mrs Swiers (Chairman) Councillors Bell, Green, Hallgate, Poor & Southward;
Councillors Mrs Hudson, Mrs Kelly & Mrs Liley.

1. **Notice of meeting it was – Resolved: that public notice of the meeting has been given in accordance with Schedule 12, para 10(2)(b) of the Local Government Act 1972.** 124/17
2. **Declarations of Interest:** The Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest as detailed in Appendix A and Appendix B of the Councils Code of Conduct. Councillor Mrs Swiers & Mrs Liley declared an interest in item 13. **It was RESOLVED that the declarations be noted.** 125/17
3. **Apologies:-** None given.
4. **Minutes** to receive, approve & sign the minutes of Full Council meeting held 19th September 2017. It was **RESOLVED that the minutes of the meeting be approved & were signed.** 126/17
5. **Matters arising:-None.**
6. **Public Participation:-** There were no residents present.
7. **Police Matters:-**The police report was circulated at the meeting. Members discussed issues on the crime report. Councillor Poor reported a resident had complained about youths damaging her property (Fence) and the Children's play equipment on the Green Belt. Issues to be reported to the police by the Chairman.
8. **Reports from Borough & County Councillor:-** Borough and County Councillor Mrs Swiers and Borough Councillor Green reported on salient issues from North Yorkshire County Council and Scarborough Borough Council:-
 - For the County Council Councillor Mrs Swiers reported on the following issues:
 - Health Scrutiny Committee considering closing Friarage Hospital (Care Home) Northallerton
 - The Boundary Commission review concluded that changes to the electoral areas throughout the County to be enforced in 2019. County Boundary dimensions to be equally shared throughout each residential area.
 - For the Borough Council:-Councillors Green and Mrs Swiers reported on the following issues:- Cayton Bay Toilets Councillor Swiers and Councillor Green met with SBC to finalise arrangements to the handover of the toilets to Cayton Parish Council
 - Nursing Care Home at 101 Prospect Road to be closed.
 - The Briardene Care Home:-SBC given approval to extend and improve the facilities, 80 new rooms.
 - St Marys Site:- SBC Given planning permission to the building of a care home on the site which will include a café and shop.
 - Borough Boundaries:- Electoral areas to be reduced from 50 to 46. Cayton will not be affected. Osgodby to be divided between Eastfield and Ramshill.
 - The Open Air Theatre has approval to cover the lake with permanent decking which will improve the facility. Two artists already booked for the 2018 season, Gary Barlow and Steps.
 - The Futurist Theatre to be demolished
 - Scarborough Spa to be stabilised.
 - SBC Council stopped the building work at the Blacksmiths Arms due to failure by the property owner seeking the correct planning permission.

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- Councillor Swiers has been approached by a resident to hold a charity carol event for the Alzheimer's Society outside the Star In on 16th December, members agreed to support this worthy cause.

9. Planning:- Councillor Mrs Hudson reported on the following planning applications:-

- 17/02370/NMA 6 Green Park Road (Rear Dormer)– K. Buckle appealing decision by SBC.
- 17/01183/FL-APL/00017/17 –New Detached Bungalow on land the North Side of Filey Road, Cayton - Mr C. Rycroft appealing the decision by SBC.

10. Village Maintenance:- Councillor Poor reported on the following:-

- A tree in the Church Yard is causing structural damage to the wall in Lime Kiln Lane. The chairman agreed to discuss the problem with SBC.
- Large tree in the Bird Garden causing structural damage to a property on Green Park Road, the Chairman has spoken to the resident and the tree will be removed by SBC.
- A tree needs trimming in Harford Road Councillor Green agreed to remove the problem branches.
- Councillor Poor reported that he had attended the NYCC training and is now able to photograph and report direct to SBC such issues as Potholes, Kerbs and Lighting.
- Dog Fouling is a major problem throughout the village particularly in West Garth. Councillors were asked to photograph if possible any owner who does not pick up dog 'poo'.
- The cemetery has been tidied for the winter and the seat donated by Mr and Mrs Goodwill installed.
- The Highway obstruction (Over grown trees) on the corner of Main Street and East Lea View has been removed by SBC.
- Behind the Millennium Garden has been tidied.
- Church Lane hedges McCain's have been asked to trim.
- North Lane lights to be checked.
- The Chair reported that the overgrown brushes on Main Street had been trimmed.
- The overgrown foliage on the land near West End View (Allotments) has been cleared as residents have been complaining about the vermin that are breeding in the long grass/drain.
- George Wilson Beds:- Cayton In Bloom to tidy at the end of November or early December
- Grit bins including Flower Court to be checked.
- Risk Assessments required for all the village, last assessments were in March.
- Concern about the hedges on Church Lane /Osgodby Lane property of Scarborough Archery Club the Chair agreed to forward this issue to Osgodby Parish Council.

It was RESOLVED to confirm the meeting actions outlined above.

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11. Recreation and Amenities. The minutes of the Recreation and Amenities 7th November had been circulated prior to the meeting.

- Councillor Liley thanked everybody for their help, assistance and support with the firework event which was extremely successful. A special thank you was given to Councillor Bell and Maureen Bloom for assisting the following morning with the litter pick in the torrential rain and Dave Swiers who due to his quick action managed to avoid a difficult situation related to the Porto loos booking.
- Councillor Liley is checking all the arrangements for the Parish Christmas events, because of the arrangements for the firework event had not been fully carried out by the ex- clerk.
- The Chair explained that the Mayor was no longer able to judge the Decorated Property Competition on the 14th December and Councillor Green was nominated.
- The Salvation Army, Cayton School Children, the Vicar, the Methodist Minister and Santa have all been contacted and agreed to attend.

- Members were asked to agree expenditure for the printing of the Decorated Property Posters (10), Carol Singing Posters(10), Carol sheets(50), and Certificates for the Decorated Properties(6) at Basics Plus. It was **RESOLVED the expenditure could be made.** **128/17**
- Members were also asked to approve expenditure of battery Christmas lights for the Christmas Tree on the Barrett's Estate. It was **RESOLVED the expenditure could be made.** **129/17**
- Christmas trees:-The trees for this year have not been ordered and no records of last year's order can be found. Councillor Liley has investigated this problem and discovered the trees were purchased at Yorkshire Moors Christmas Trees at Ebberston. The cost of this year -- 11ft-12ft tree £50 and 6ft £20 plus delivery charge unfortunately they are not supplying 14ft trees this year. It was **RESOLVED the Parish Christmas trees could be purchased from Yorkshire Moors Christmas Trees this year.** **130/17**
- Mr Cowton and Mr Hutchinson are unable to supply the tree for the Jubilee Hall this year and the Chair recommended that the Jubilee Hall Management Committee purchase the tree.

12. Finance:- The minutes of the finance meeting 7th November had been circulated prior the meeting. Councillor Green reported on the following:-

- The November schedule of payments was circulated. It was **RESOLVED that the figures totalling £1,719:05 be approved and paid with no bank transfer required this month.** **131/17**
- The Chair thanked Councillor Hallgate for his work investigating the outstanding Cayton News payments and invoicing the companies and business who owed the Parish Council money for their adverts. Councillor Hallgate explained a number of companies had yet to forward their remittance and it was suggested a telephone call as reminder might help the situation. It was noted that Mr Berriman had paid. It was agreed because Mr Barber's advert had been excluded from the 2016 Cayton News no payment was required this year.
- It was noted that some Parish Council allotment fees are still outstanding for 2017.
- It was **RESOVLED that the Parish Council Chairman receives her allowance.** **132/17**
- Members agree to invite Eastfield Town Council to make a donation to this year's firework event, the chair agreed to write to the Chair of Eastfield Town Council.
- Model agreement to be discussed next month's Finance meeting on Tuesday 5th December at 10am.
It was RESOLVED to confirm the actions outlined above. **133/17**

13. Cayton in Bloom:- Members received a report from Councillor Hudson

- Income from the firework event £122.
- Santas Sleigh in the village on the 4th,5th, 6th,and possibly the 7th December depending on the weather. Posters to be positioned in the village notice boards.
- Saturday 9th December 11am -3pm Christmas Tree Festival at the Methodist Chapel.
- Spring Clean Up 3rd March 2018 10am-Noon.
- Sheila Johnson from SBC to be invited to the Parish Council in January to discuss the Millennium garden ideas and plans.
- The Chair explained that the Locality Budget needs to be spent by March 2018 and the Millennium Garden project was ideal project.

14. Reports from meetings attended.

- **Jubilee Hall Management Committee:-** Councillor Liley and Councillor Swiers gave verbal reports as Jubilee Hall Trustees.
- Expressed concerns related to the Accountancy and Booking arrangements i.e. No receipt book or official log book.
- Cash money transactions regarding paying the caretaker and cleaner and holiday payments a concern. A copy of their employment contract to be requested so holiday pay can be discussed.

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- 31 Keys issued to persons who hire the Hall, only 11 can be accounted as no official log.
- **Cluster Group** meeting on Monday 23rd October :- . Councillor Swiers and Councillor Liley gave verbal reports on the recent meeting.
Cluster members requested Cayton Parish Council to re-consider their decision to resign from the group. It was agreed by all members to stay out of the group and inform the Cluster Group members.

15. Future meetings reminders:-

- Cap Meeting 22nd November-- Councillor Southward to attend.
- Grants Meeting Wednesday 29th November at 2pm.
- Play Equipment Working Party Wednesday 29th November after the Grants meeting.
- Finance Committee 5th December 10am
- Decorated property pre- judging: 11th December assemble 6pm at The Star.
- Decorated Property Final Judging Thursday 14th December 5:30pm
- Carol Singing 20th December 6:30pm at the Star Inn.

16. Time and date of the next meeting:- to confirm the date of the next meeting of the Parish Council Tuesday 12th December at 7pm.

EXCLUSION OF THE PRESS AND PUBLIC RESOLVED; That under the Public Bodies (Admission to Meetings) Act 1960 , members of the press and public are excluded for the following item of business in view of the confidential nature to be transacted. 134/17

17. Clerk resignation The Chair and Vice Chair gave a verbal report on the Clerks resignation.

- Members were informed that SBC auditors had been appointed to investigate and review the circumstances related to the clerk's resignation. It was **RESOLVED to appoint the auditors & that the expenditure could be made.** 135/17
- The Chair informed members that the post of Clerk to the council had been advertised by YLCA, in the press and on the Local Radio.(closing date is 1st December). The chair has already received two enquires regarding the position. It was **RESOLVED the position could be advertised by YLCA & the expenditure agreed to.** 136/17
- It was agreed that Councillor Swiers, Green and Hallgate would interview the applicants and Councillor Hallgate to produce a job description for the position.

Signed

R Swiers

Dated 12th December 2017