

**Cayton Parish Council**  
**Meeting: 21<sup>st</sup> July 2020 at the Jubilee Hall, Cayton at 7.00pm**

**Present:** Parish, Borough, & County Councillor Mrs Swiers (Chairman), Parish & Borough Councillor Mr Green, Parish Councillors; Mrs Hudson, Mr Crane, Mr Poor, Mr Bell, Mrs Kelly, Mr Southward & Mrs Liley, K Fielding (Clerk). 2 x member of the Public & no Police representative attended.

1. **Notice of meeting: it was:- RESOLVED : That Public Notice of the meeting had been given in accordance with Schedule 12 para10 (2) (b) of the Local Government Act 1972.** **41/20**
  
2. **Standing Orders – addendum to hold remote meetings**  
**It was RESOLVED to add addendum to Standing Orders** **42/20**
  
3. **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 & Appendix B of the Parish Councils Code of Conduct.  

**Councillor Swiers – Item 9 Finance**
  
4. **Apologies:-** None
  
5. **Minutes:** To receive, approve & sign the minutes of the Full Council meeting held on 17<sup>th</sup> March 2020.  
**It was RESOLVED that the minutes of the meeting be approved & were signed.** **43/20**
  
6. **Ratification of decisions:-** List of decisions taken during Covid 19 outbreak when unable to hold meetings.  
**It was RESOLVED to ratify all decisions** **44/20**
  
7. **Public Participation:** Resident raised concerns about volume of lorries & trucks driving through the village & what is the Council doing to stop this? The Chairman responded that that construction traffic should not be going through the village but should be via the A165 & Eastfield. The Chairman & Councillor Green have both been to the site on several occasions & had also contacted Persimmon & had been assured that this will be rectified & all contractors will be informed to use correct route. When site initially started wagons were parking on grass & on North Lane before entering site but that entrance has now been constructed & should improve. There are other building projects also currently running in the area & it maybe that some of the traffic relates to other sites such as Mill Lane & Cayton Village Caravan Park & the roads have been cleaned twice in this area. With regards Church Lane there should now be a 30mph temporary speed limit in place & NYCC has confirmed that this should be completed by the contractors. Unfortunately building sites always have some problems & this development is in a particularly bad place. The Chairman has also spoken with Scarborough Borough Council regarding the conditions of the planning application & any photographic evidence from residents is important to show any breach in conditions. Issues have also arisen in other surrounding areas when discarded rubble etc. is removed & transported.  
**It was RESOLVED the Clerk to email planners regarding breach of conditions & possible fines** **45/20**  
Resident not satisfied with answer & urged the Parish Council to keep pressure onto planners. The Chairman asked if residents could email photographic evidence in to the Clerk to add to complaint. Councillor Green also added that it will remain a difficult situation for the next 18 months & then there is a second site on the other side of the road that will be starting. The roads are too narrow & not suitable for heavy vehicles especially near the double bends. NYCC have also been out several times due to the number of complaints received.

**8. Complaints/Concerns received:-** The Chairman read out complaints received:-

- **Barratts Land** – grass has now been cut
- **1 Stanley Close** - response received from Scarborough Borough Council Planning Services & sent to all Councillors prior to the meeting & retrospective planning permission is required for the height of the fence. Councillor Green is not happy with the height of the fence being 2m not 1m & is concerned that other residents will follow suit.

**The Chairman suspended STO's for resident to speak** – resident stated that existing walls & fences of other properties in the area actually follow the same line of height. That the fence is in a cul-de-sac & therefore not facing a main road & mainly faces the backs of other houses. The resident did agree that historically 1m rather than 2m had been accepted.

- **Allotments** – untidy plot has been relinquished & new tenant is taking over.
- **Persimmon** – as above
- **McCain's** - Chairman arranged meeting for resident & is more than happy with the outcome.
- **Carr House Lane** – resident had reported problem with weed (Mares Tail) & Scarborough Borough Council has arranged weed kill/removal but permanent fix required.
- **CPFA** – noise & nuisance reported. The Chairman spoke to youths to clear rubbish & turn music down – no further complaints.
- **Cold Callers** – 4 men reported selling driveways. Resident had leaflet & the Chairman rang firm in Middlesbrough to say lots of elderly & vulnerable residents & not welcome in Cayton.
- **Trees (North Lane/Main Street)** – Mr Swiers has cut back but require further work. Trees are in private gardens.

**It was RESOLVED the Chairman & Councillor Poor to speak to residents.** **46/20**

- **Shrub (Spring Gardens)** – Mr Swiers has cut shrub back but could only trim so far as would be bare. Expected to grow back & may require different solution over time.
- **Blocked drain** – Councillor Poor has reported to NYCC via portal.
- **Cayton Bay & motorhomes** – The Chairman had been to speak to two owners who were having a dispute. Would like them to be able to use the park & ride for small overnight fee as this is narrowing the road. Increased risk to pedestrians & cyclists & will raise the issue again at Borough.
- **Land on West Garth belonging to NYCC** – weeds to front of property have been killed but not by Cayton Parish Council or the homeowner
- **Stolen music centre van** – Cayton resident has asked for any help to raise money for replacement but unfortunately the Parish Council only has power to give grants for items up to a value of £250.00 & hope that the van will be recovered.

**9. Finance:-** Councillor Green read out the schedule of payments for July &

**It was RESOLVED to approve the schedule & cheques were signed** **47/20**

Councillor unhappy with the invoice from NYCC for emergency road closure for removal of bell tower.

**It was RESOLVED the Clerk to transfer £3800 from Deposit account** **48/20**

Due to Coronavirus previous schedules since March had been circulated, approved & paid.

**It was RESOLVED to sign schedules for April/May & June** **49/20**

**Annual Governance Statement – Section 1** – The Chairman read out all statements & Councillors all agreed YES to all statements 1 to 8, 9 – n/a.

**It was RESOLVED that this be signed by the Chairman & the Clerk** **50/20**

**Section 2** – Accounting Statement 2019/20 were discussed &

**It was RESOLVED the Chairman approve & sign declaration** **51/20**

Clerk reported that the Internal Auditor had answered No to question regarding Risk Assessments. These had been reviewed but could not be adopted prior to the Internal Audit as no meetings had been able to take place since March. They are included on the Agenda for approval at this meeting, which is the first available opportunity to do so since lockdown.

**It was RESOLVED the Clerk to send explanation to External Auditor** **52/20**

The new Internal Auditor has made a number of recommendations which are to be discussed in detail at the next Finance meeting. The Clerk confirmed that those it was possible for her to implement had already been done. Councillor Kelly stated that the Clerk was doing her job & taking this seriously by making improvements as soon as possible & it was to the Councils benefit to get this done.

**Financial Control (Risk Assessments)** – as per Internal Audit recommendation the Risk assessments had been reviewed & all agreed to adopt.

**It was RESOLVED to adopt the Risk Assessments & the Chairman to sign** **53/20**

**Cayton News** - April edition had not been printed due to Covid but proof had been done & was added to the website. No invoices had yet been raised & Cayton Parish Council did not want to place further burden on already suffering small local businesses.

**It was RESOLVED not to invoice advertisers this year** **54/20**

October edition was discussed & unlikely that any further events will take place this year & next edition would probably not be required.

**Quotation for tree work (Main Street)** – Quotation was discussed & further recommendations for nearby Cherry Tree & replacement bench were considered

**It was RESOLVED to approve quotation & work be carried out** **55/20**

**It was RESOLVED to request further quotations for Cherry Tree & replacement circular bench** **56/20**

**Spring Gardens Bench** – During the Covid crisis 2 resident volunteers of Spring Gardens had worked hard to bring their street together, look out for neighbours & have collections to raise money for the NHS. Events were arranged for lots of days including bingo, raffles, VE Day, birthdays, cakes etc. whilst all socially distancing. Prizes were donated from residents within the street & Spring Gardens had been mentioned twice in the press. One resident in particular went above & beyond & had shopped throughout the crisis for an elderly couple. The Chairman has asked if they required any help or grants but the residents suggested placement of a bench at entrance to Spring Gardens. The company who supplied the VE Day bench also have produced an NHS bench. This could possibly be paid for out of the Chairman's Locality budget but would have also liked to use some of the funds for a second defibrillator. This was discussed & suggested that as the Firework event was to be cancelled that maybe McCain's would like to contribute to either or both of the above. Possibility of presentation & thanks ceremony could take place in October. Cost for the bench to be discussed at the next Finance meeting.

**It was RESOLVED the Clerk to write to McCain's** **57/20**

The Chairman would also like to thank Mrs Sandra Russell for the hard work she has put in over this time to keep deliveries going out to the community.

Resident, Mr Nick Butterworth has offered to hold free training for other residents on how to use defibrillators when required.

**Next meeting to be held on Wednesday 29<sup>th</sup> July 2020 at 10.30am.**

**10. Reports from Borough & County Councillors:** Borough & County Councillor Mrs Swiers & Borough Councillor Mr Simon Green reported on salient issues from North Yorkshire County Council & Scarborough Borough Council.

**For the County Council:-** The Chairman had sent a written report to all Councillors prior to the meeting.

The Chairman also added that the annual meeting was due to be held tomorrow (Wed) with up to 100

attending virtually. All was going well & both Borough & County Councils had done extremely well during the crisis whilst continuing to work from home. NYCC are to renew all road markings from Leberston round-a-bout & throughout Cayton. Next face to face meeting could be held in Oct. Health scrutiny meeting attended & oncology still temporarily at Hull & York as Doctors are difficult to recruit to Scarborough. 24hr A & E is to be kept but Whitby services cut. Lots of work carried out on A64 including cycle lanes & junctions but the duelling keeps being delayed.

**For the Borough Council:-** The Chairman & Councillor Green submitted written reports that were circulated prior to the meeting.

**11. Police Matters:- Police report was circulated prior to the meeting.** Councillors remarked that report was vague & unclear as to what is actually happening in Cayton. There had been two local suicides & concerns raised about cuts to mental health. Most local disputes are between neighbours. There had been an incident with travellers recently locating on the CPFA site. The Chairman attended the incident & contacted both the police & the Borough Council but as the situation worsened & threats were made 999 was called. The police responded quickly & spoke to travellers & took registration numbers. They were removed from the site the following day.

**12. Community Land:-** The architect had attended a meeting with Scarborough Borough Council planning services regarding the pre-application & had received a favourable response. Many grants should be available & awaiting cost estimate so that can move ahead quickly with this. Decisions to be made yet regarding lighting, café, cabling requirements etc. & further meeting to be attended. Councillor Poor had raised the issue of potential for travellers to use this site in the meantime & discussed options for deterrent.

**13. Bell Tower (Jubilee Hall):-** The Chairman is disappointed at lack of progress & the Clerk had again contacted Scarborough Borough Council to look at site. The site has now been visited & awaiting recommendations from Planning Services. £10,000.00 had been received by the Jubilee Hall Management Committee for closure due to pandemic & was also received by the Village Hall. Basic structure of building seems OK & if done well could be fully re-instated as previously. Councillor Crane raised issue of whether replica or original stone.

**It was RESOLVED the Clerk to chase up Scarborough Borough Council for recommendations 58/20**  
Original feature is still being stored by Infiniti, who removed the tower, & have been asked for a price for the storage.

**It was RESOLVED the Clerk to contact Infiniti again for confirmation of any costs 59/20**

**14. AJ1 Project road safety fund:-** the sale of the number plate raised £190,000.00 & grants are available for projects relating to road safety. Deadline is 31<sup>st</sup> August 2020. Councillors raised the issue of a pedestrian island for crossing Main Street between West End View Store & McCain's which has previously been discussed with NYCC, whose permission would be required.

**It was RESOLVED the Clerk to contact NYCC for a cost estimate 60/20**

**It was RESOLVED the Clerk to look at how to apply for funding 61/20**

Grant received for Dinosaur footprints leading from school gate to dip kerb & still requires installation & the Clerk is in the process of obtaining quotations.

**It was RESOLVED to go ahead if under £500.00 grant already received 62/20**

**15. Planning:-** Councillor Hudson reported that a response had been sent to Scarborough Borough Council regarding existing outline planning permission for development on Church Lane. Amendment to condition

had been applied for & response circulated to all Councillors prior to the meeting. Pleased to see resolution for Stanley Close.

The Chairman reported that a planning meeting at Scarborough Borough Council was due to take place on Friday & that the application regarding Park Dean was to be considered again & recommendation by planning services to pass. £25,000.00 of 106 money Is to be allocated to footway/cycle path via tunnel to Cayton Bay & old Filey Road. Highways have raised concerns that there is already adequate markings & the Chairman will raise the issue that the money would be better spent on footpath/cycle ways between Park Dean & Cayton village. Bungalow on Carr House Lane is now being built & house planned for Mount View Road has been passed with alteration to access.

- 16. Village Maintenance:** A written report had been circulated to all Councillors prior to the meeting. Councillor Poor also reported that 5 grass cuts had been done & one weed kill & would like to thank Councillor Green for planting & watering additional planters. Community payback team are not yet available & when they do it will be with reduced numbers, possibly in September. They will be required to make their own way to site & a new van with toilet facilities is being made ready so that the hall will not be required to be used. Councillor Hudson stated that the Millenium garden is looking lovely this year & at its best for a few years. The hedge requires cutting & is done by Scarborough Borough Council once a year. Councillor Kelly mentioned hedge is now appalling on Station Road to junction with Main Street, signs & bus stop is covered. East Lea View hedge also requires cutting back.

**It was RESOLVED Councillor Poor & Swiers to visit residents to request cutting back** **63/20**  
Hedge at West End View also done once a year by Scarborough Borough Council. Hedge from Parkdean to kennels on Mill Lane also very overgrown – possibly Browns or Park Dean. Shelley Close to West End View also done once at year by Beyond Housing.

- 17. Recreation & Amenities:-** Councillor Liley would like to thank the Chairman, Councillor Green & Mr Dave Swiers for putting the bunting up for VE Day & Armed Forces Day & confirmed that this will also be put up for VJ Day on 15<sup>th</sup> August 2020. Unfortunately no afternoon tea will be able to take place but the new bench is to be located in the Millenium Garden & photos to be taken.

**It was RESOLVED Councillor Green, Mr Swiers to install bench with Councillor Hudson to attend for placement** **64/20**

**Firework event** – due to concerns raised by McCain’s & social distancing at event impossible, the event is unable to go-ahead this year. Councillor Liley to contact the paper regarding cancellation & the Clerk to put on website.

**It was RESOLVED the Clerk to inform all usual suppliers etc. of decision to cancel this year** **65/20**

**Carol Singing** – Due to be held on 16<sup>th</sup> December 2020 at 6.30pm, at the Star Inn, on Main Street. The event was discussed &

**It was RESOLVED for the Clerk to provisionally book the Salvation Army** **66/20**

**It was RESOLVED that if the event had to be cancelled that the usual donation of £150.00 would still be made** **67/20**

**Next meeting to be held on 9<sup>th</sup> September 2020 at 10.00am**

- 18. Cayton In Bloom** –Cayton in Bloom meetings are not currently being held but have done some great work around the village this year even under the difficult circumstances. The colour scheme has been very positively commented on & they have been seen around the village maintaining their beds & litter picking.

**It was RESOLVED the Clerk to send thankyou from Cayton Parish Council** **68/20**

- 19. Reports from meetings attended** – The Chairman & the Clerk had attended the YLCA virtual meeting.

**20. 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 items of business in view of the confidential nature to be transacted.

**21. Clerks Appraisal:-** item was discussed

**22. To discuss decision from Scarborough Borough Council:-** item was discussed

**23. Time & Date of next meeting:** it was confirmed that time & date of the next meeting of the Parish Council would be Tuesday 18<sup>th</sup> August 2020 at 7.00pm

Signed..... Dated.....

DRAFT