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DRAFT Minutes of the Extra Ordinary meeting of Cayton Parish Council held on Tuesday 17 November 2020 at 7.00pm remotely on Zoom.

Present :

Councillor Swiers (Chairman), Councillor Green (Vice Chairman), Councillor Crane, Councillor Hudson, Councillor Kelly, Councillor Liley, Councillor Poor and Councillor Southward.

In Attendance : Karen Canadine – YLCA Local Councils Officer, meeting clerk.
County and Borough Councillor Swiers
Borough Councillor Green
One member of the public.

100/20 Apologies and Reasons for Absence

It was **RESOLVED** to note apologies from Councillor Bell and to approve his reason for absence.

101/20 Declarations of Interests

a. To note declarations of interests not already declared under members code of conduct or members register of disclosable pecuniary interests.

RESOLVED to note declarations of interest from Councillor Swiers and Councillor Liley in agenda item 15b Schedule of Payments (expenses payments).

b. To approve dispensation requests.
None received.

102/20 Confidential Agenda Items

It was **RESOLVED** that no items on the agenda need to be considered in private.

103/20 Meeting of Cayton Parish Council held 27 October 2020

It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 27 October 2020 as a true and accurate record. The Chairman will sign the minutes.

104/20 Police Matters

No report received.

105/20 Public Participation

A member of the public asked for an update on the planning application on the community land at West Garth. Councillor Green advised that he and Councillor Swiers will speak on the application at the Borough Council planning committee meeting. The application will be on the parish council website tomorrow and a plan of the proposals will be displayed on

the site gate. The application is not likely to go to Scarborough Borough Council planning committee until January 2021.

The member of the public left the meeting.

106/20 Correspondence

It was **RESOLVED** that Cayton Parish Council has no comments on the CSPL Code of Conduct consultation.

107/20 Complaints/Concerns Received

Councillor Swiers updated councillors on the following issues raised by residents :

Church Lane (resident's complaints)

- A street light that was not working was reported on the portal and replaced within days.
- Npower subcontractor - Councillor Swiers has asked that the contractor returns to make good the damage caused to the footpath and verge. Photographs have been taken and supplied to the sub-contractor, which has 10 days to respond.
- It was noted that 30mph speed signs have now been installed and NYCC Highways has advised that the road will be closed in February 2021.

Farmer's lane - West Garth

The farmer's lane is a public right of way. A resident has complained that it is muddy. Councillor Swiers has inspected and noted that the public right of way's condition is as expected at this time of year. The issue will be monitored and the farmer contacted if necessary.

Barrett's (residents' concerns)

The police are aware of the ongoing concerns of families on the Barrett's estate and are monitoring the situation.

Councillor Swiers invited questions – None.

108/20 Reports from Borough and County Councillors

Report from County Councillor Swiers:

- NYCC has written to the Government regarding the proposed reorganisation options for North Yorkshire.
- Leaders are meeting with MP's on Monday to discuss the likely Covid19 tier placement for the Scarborough borough after lockdown.
- Localised cases of Covid19 are predominantly in Scarborough centre, Humanby, Filey and Muston.
- Lots of help available for individuals struggling during pandemic.
- Locality Budget must be spent by January 2021 – consideration being given to vehicle activated signs for Cayton and/or dropped kerb on Old Filey Road as discussed at the last meeting.

Councillor Swiers invited questions – None

Report from Borough Councillor Green:

- The community land planning application has been submitted as mentioned earlier in the meeting. Around 50 neighbouring properties have been leafleted with information about the proposals.
- There has been no date agreed yet for the installation of new toilets at Cayton Bay.

Councillor Green invited questions – None.

Report from Borough Councillor Swiers :

- William street coach park has a Covid test centre 8am to 8pm.
- The Parkdean Resorts campsite has a few residents on site– it has been confirmed that they are there legitimately.
- The planning committee has received the yearly Section 106 report. The report highlights the allocation of funds across the borough which was summarised for the parish council.

109/20 Planning Committee

It was **RESOLVED** that a planning committee meeting will be convened to consider planning application 20/02140FL – Proposal for 28 new touring caravan pitches and creation of access road. The Clerk will be asked to print off the plans for planning committee members.

It was noted that properties adjacent to the new bungalow behind Beverley road have experienced new problems with flooding. Councillors Green and Swiers will raise with the planning department.

110/20 Village Maintenance Committee

Councillor Poor gave a report on village maintenance. The following issues were noted :

- the grit bins have all been checked and are full.
- all allotment plots are now taken.
- no date known for the return of the community payback team.
- the request to investigate the placement of the notice board from the last council meeting has not yet been actioned.

Councillor Green advised that additional salt is required at Jubilee Hall.

Councillor Swiers advised that the shed housing the snow clearing equipment has been hit by a car and needs levelling up. Councillor Green will assist the handyman with this when he helps with the Christmas trees.

Councillor Hudson asked when the road sweeper is likely to work through Cayton.

Councillor Swiers advised that an email has already been issued about this.

- Next meeting date and time to be confirmed.

111/20 Recreation & Amenities Committee

Councillor Liley gave a report on the work of the recreation and amenities committee. The following issues were noted :

- Thank you to all parish councillors who have helped to deliver the Cayton News newsletter.
- Councillor Green and Councillor Swiers purchased the Christmas lights. It was suggested that they submit expenses for approval of the council to cover the cost.
- The Christmas presents for children at the Cayton Primary School and Buttercup Pre-School will be delivered by Santa during the last week of term.
- Decorated properties trophies – waiting to collect trophies until after lockdown.
- The plaque for the NHS bench is prepared for NHS workers, care workers, volunteers and key workers but will not be installed until after lockdown.
- There will be no Carol Singing this year in accordance with Covid19 restrictions.

Councillor Swiers was thanked for laying the remembrance wreath at the commonwealth war grave on behalf of the community.

Councillor Green was thanked for his work on tidying and planting up the planters in the village which has taken a lot of time and effort.

Councillor Liley was thanked for her time in preparing the newsletter and for arranging printing and volunteers to deliver.

It was noted that a Finance Committee meeting will be arranged for end of November/early December.

112/20 Finance

Councillor Green advised that the bank balances cannot be advised at present as councillors cannot access the bank statements in the absence of the clerk.

It was **RESOLVED** to approve the 17 November 2020 payments schedule totalling £4,073.82 as follows :

Description	Total (£)
One Com – DD 31.08.18	45.31
Rent for Committee Room at Jubilee Hall October 2020	30.00
Staff costs – wages, Tax and NI and Pension	1,288.47
Wilson Gardening Services – Millennium garden and George Wilson beds	175.00
Adverset – March Cayton news	170.40
Councillor Swiers – Christmas gifts for children	230.00
Councillor Liley – Plaque engraving for NHS bench	25.00
Baker Printers – November Cayton news printing	150.00
PKF Littlejohn – External Audit 19/20	360.00
Yorkshire Moors Trees – Christmas Trees	248.00
YLCA – GDPR training	37.50
YLCA – Risk Assessment	5.00
M.G. Maltby Ltd – Electrical Check for Jubilee Hall	324.00
Allied Westminster - Insurance	985.14
Total	4,073.82

It was **RESOLVED** to transfer £2,000 from the deposit account to the current account to cover the cost of the November payments.

Councillor Swiers advised that she will not be claiming the chairman's allowance in 2020/2021.

Councillor Liley, supported by all councillors present, thanked Councillor Swiers and Councillor Kelly for their time working in the office whilst the clerk has been absent.

It was noted that the date of the next Finance Committee meeting is to be confirmed.

113/20 Time & Date of the Next Meeting

It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on Tuesday 8 December 2020 at 7pm.

The recording of the public meeting ended.

Meeting closed at 8.20pm

Chairman's Signature.....

Date.....