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**DRAFT** Minutes of the meeting of Cayton Parish Council held on Tuesday 19th January 2021 at 7.00pm remotely on Zoom.

**Present :**

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

**In Attendance :**

County and Borough Councillor Swiers  
Borough Councillor Green

**Apologies and Reasons for Absence**

It was **RESOLVED** to note no apologies

**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 declaration of interest from Councillor Liley in agenda item 14b Finance, January Schedule of Payments ( Expenses)

b. To approve dispensation requests.

None received.

**Confidential Agenda Items**

It was **RESOLVED** the items on the agenda that need to be considered in private are listed in Agenda item 15.

**Meeting of Cayton Parish Council held November 2020**

It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 17<sup>th</sup> November 2020 as a true and accurate record. Proposed by Councillor Kelly and seconded by Councillor Southward, all members agreed. The Chairman signed the minutes.

**Police Matters**

Councillors confirmed they had received the Police report, the following issue were discussed:

- a) Parking on Old Filey Road: This issue to be discussed with the Police and NYCC regarding unsociable items littering the area.
- b) Additional Parking area to be requested at Cayton Bay for Visitors to elevate the ongoing parking issues.
- c) A member had witnessed the Police questioning drivers travelling towards Scarborough at Thornton dale to attain as to their final destination.

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- d) The Chair informed members that Councillor Bell would be attending a Police meeting on the 27<sup>th</sup> January 2021 virtually by Zoom. Councillor Bell asked members to forward any issues they wished him to discuss at the meeting.

It was **RESOLVED** to note the Police report for Osgodby, Cayton, Gristhorpe and Lebberston with data for the period 01/04/2020 to 31/12/2020

### **Public Participation**

No members of the public present at the meeting.

### **Correspondence : Councillor Vacancy: Two applications received**

It was **RESOLVED** to contact the applicants to explain the process and protocol required to be a Cayton Parish Councillor. Deadline for this position is after the February meeting.

The Chair to enquire if the Council will have to hold an election because with more than one person has applying for the position.

### **Complaints / Concerns Received**

- a) Land on West garth: It was noted the S.B.C. has been informed to include this area when they undertake the village grass cutting.
- b) Church Lane Fly Tipping: Items have been left this area

It was **RESOLVED** to report this to the Police as it is a Environment / Health and Safety matter.

### **Report from Borough Councillor Swiers**

- The Cinema :- The company have been given an extra month to pay off the 9 million owed to the Borough Council.
- New Technic firm IS owned by North Yorkshire and will take over on the 1<sup>st</sup> June 2021 from Ringway.
- Many Scarborough Borough Employees are volunteering to assist the vulnerable during this Corona Virus Pandemic, delivering food parcels and assisting with vaccinations.

### **Report from County Councillor Swiers**

- A weekly update from the County Council is circulated to all Parish Councillors.
- Grass verges:- Have been re-seeded but unfortunately due to the terrible weather they will have to be seeded again in the Spring.
- The Company building properties on Church Lane:- Vehicles leaving the site onto the A165 are turning right instead of turning left, the company are to be informed.
- County Council Fines:- Have been issued to large gatherings in the Old Town, Seamer and West Cliff Whitby.

**Borough Report from Councillor Green:** S.B.C. Council Committee meetings are been re- schedule due to the resignation of a Councillor.

### **Community Land;**

Councillor Green:- Reported that the plans had been submitted to S.B.C. planning department, unfortunately they had been returned, requesting larger copies of the site plan.  
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The plans have now been returned to S.B.C. Planning department and should be an agenda item at a planning meeting shortly.

This project has been well received in the community by the residents.

### **Planning Committee**

**Councillor Hudson reported two Plans were received before Christmas:**

- a) Two storey building for Killerby Hall:- Comments forwarded to S.B.C. from the Parish Council.
- b) Carr House Lane land:- Comments forwarded to S.B.C. from the Parish Council.
- c) Cayton Caravan Park Mill Lane:- Comments forwarded to SBC from the Parish Council. .
- d) **Planning application: SBC reference 20/01/22/4/RM—Church Lane/ Lime Kiln Lane Barrett's development.**

Chair request copies of the full scale plan of the site, Councillor Southward agreed to produce copies for the meeting.

Date and time of next meeting 10am, Monday 25th January 2021.

### **Village Maintenance Committee**

Councillor Poor gave a report on the village:

- a) A number of drains are blocked in the village. It was noted that the Council has a map in the Parish office which numbers the drains which will identify their location for SBC.
- b) Millennium Garden looks untidy and needs attention.
- c) The road sweeping team are working in the village.
- d) Risk assessments to be discussed at the next meeting, re-reviewing them every 4 months.
- e) Village Noticeboards need repair once the weather improves.
- f) An additional notice board to be placed on the Community Land fence (West garth). Sponsorship to be considered to cover the cost.
- g) Snow shed, still needs levelling.
- h) Salt Bin at Jubilee Hall:- Councillor Green was thanked for filling the salt bin.

Date and time of Next meeting to be arranged in early March.

### **Recreation & Amenities Committee**

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

- a) Councillor Green and his family were thanked for judging the decorated property competition, certificates and trophies have been awarded to the winners.
- b) Councillor Poor was thanked for delivering presents as Father Christmas to the children at the School and Buttercups. Mr Swiers was thanked for dismantling and disposing of the Christmas Trees.
- c) Lockdown Hobbies Competition was discussed, it was agreed to consider this item later in the year.
- d) Cayton News Letter to be considered for distribution late in March
- . Date of Next meeting to be confirmed.

## Finance

It was **RESOLVED** to consider the minutes of the Finance Committee meeting held on 3<sup>rd</sup> December 2020.

It was **RESOLVED** to approve the 8<sup>th</sup> December 2020 payments schedule totalling as follows :

Description	Total (£)
OneCom- Phone and Broadband August 2020	45.31
Rent for Committee Room at Jubilee Hall August 2020	30.00
Employee costs - Wages, Tax & NI and Pension,& Back Pay	1,527.79
Scarborough Borough Council-Jubilee Hall Bin	161.44
Scarborough Borough Council-Allotment rent Westend View	100.00
Cartridge World- Ink Cartridges	<b>49.99</b>
SLCC-conference	<b>30.00</b>
Ken Keld- Community bench	<b>250.00</b>
Internal Audit Yorkshire- for Parish Council	<b>450.00</b>
YLCA- Support for October meeting	<b>270.00</b>
YLCA- Support for November meeting	<b>105.00</b>
Mr D. Swiers - Tree cut, Secure bench, Electrical Work, Tree lights	<b>266.95</b>
Salvation Army - Christmas Donation	<b>150.00</b>
Andy Barber	<b>4,934.00</b>
<b>Total</b>	<b>8,370.48</b>

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It was **RESOLVED** to approve the 19th January 2021 payments schedule totalling as follows:

Description	Total (£)
OneCom – Phone and Broadband September 2020	45.31
Rent for Committee Room at Jubilee Hall September 2020	30.00
Employee costs – Clerks Final Salary	657.65
Mick Paxton – Community Land	1,200.00
SBC Drainage	1.63
Rhona Liley - Office Stationary ( Diary, Address Book, Wall Chart Calendar)	11.42
Walkers - Payroll	36.00
<b>Total</b>	<b>1,982.01</b>

It was **RESOLVED** to transfer £10,000 from the deposit account to the current account to cover future payment costs.

**MODEL AGREEMENT:-** Members agreed to be increased of 1% for 2022/2023, details listed.  
 Approved 2021/2022 Estimate 2022/2023

Parks , Playing Fields and Open Spaces	£2,235.91	+	£22.36	=	£2,258.27
Roadside Verges-Maintenance	£6,071.28	+	£60.71	=	£6,132.00
Burial Grounds and Churchyards	£3,961.62	+	£38.38	=	£4,000.00
Public Seats	£42.96	+	43p	=	£43.39
Public and Bus shelters	£0.00			=	£0.00
Public Clocks	£424.28	+	£4.24	=	£428.52
SUB TOTAL	£12,736.04			=	£12,862.18
ADMINISTRATION	£1,592.01	+	£15 92	=	£1,607.93
TOTAL	£14,328.05				£14,470.11

It was **RESOLVED** to submit the above to Scarborough Borough Council

**The Defibrillator for the Village:-** Councillor Kelly had research a number of companies, prices ranged from £600 to £2,000 which included the housing and the actual defibrillator. The Chair agreed to seek advice on this issue regarding which would be the most suitable.

**THE JUBILEE HALL ACCOUNTS:-** To be reviewed shortly.

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

#### **Time & Date of the Next Meeting**

It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on Tuesday 17 February 2021 at 7pm.

#### **EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED** to exclude 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.

The recording of the public meeting ended.

#### **Parish Update:**

- Chair confirmed that the position of Clerk and Responsible Financial Officer had been advertised locally in the village notice boards and on the YLCA website, closing date 28<sup>th</sup> February 2021.
- A Wedding booking has been received for 2022.
- The Bell Tower:- Still under review and to be considered at the next Parish Council meeting
- Locality Budget:- A number of items been consider, no decision made to date.

**Community Support During Lockdown:** It was agreed for the Chair to contact Rainbows for guidance and assistance on this issue.

#### ***Meeting closed at 9:20pm***

Chairman's Signature.....

Date.....

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