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DRAFT Minutes of the meeting of Cayton Parish Council held on Wednesday 16th June 2021 at 7.00pm at The Jubilee Hall , Main Street , Cayton

Present : Councillor Swiers (Chairman), Councillor Green, Councillor Hudson, Councillor Poor, Councillor Petts, Councillor Liley, Councillor Southward, Clerk Gill Armstrong,

In Attendance: County and Borough Councillor Swiers, Borough Councillor Green , Mr Petch & Mrs Lockyer , members of the public

1. Notice of meeting – It was **RESOLVED** that the meeting was being held in accordance with the correct schedules.

2. Apologies and Reasons for Absence

Apologies received & accepted from Councillor Kelly who was unavailable

3. Declarations of Interests

None received

4. Confidential Agenda Items

None.

5. Meeting of Cayton Parish Council held 18th May 2021

It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 18th May 2021 as a true and accurate record. Proposed by Councillor Liley and seconded by Councillor Hudson, all members agreed. The Chairman signed the minutes.

Update from last meetings minutes – Councillor Bell has resigned since the last meeting & it was **RESOLVED** to thank him for his service to the Parish Council.

6. Police Matters

The Clerk reports that there is only one report since the last meeting but that the figures only go up to end of May & they appear to be the same as last month.

Councillors noted that Police vehicles had been seen in the village a bit more.

7. Public Participation

Mrs Lockyer stated that her husband had been involved in a near miss incident whilst crossing the road near Millenium Gardens at the crossing where a vehicle had been coming too fast from the direction of The Farrier & gone straight through a red

light. The Clerk responded that this could be added to the later discussion about speeding in the village.

Mr Petch wished to offer thanks to Councillor Swiers for her hard work in getting the construction traffic diverted from North Lane. He also wished to enquire about the Cayton signs coming into the village near the Persimmon development as he did not feel that they were in keeping with the area. Councillor Swiers agreed with his comment & explained that Persimmon had in fact bought the signs but little consultation was done & they could have been better quality. Mr Petch is also concerned about the safety of the island near the same development, he feels that the island juts out into the road & as such may cause an accident as vehicles have to really slow down. Councillor Swiers discussed that this was precisely the reason why it was designed like that, to slow vehicles right down & that if it was any different it would be not fit for purpose.

8. Correspondence :

None received

9. Complaints / Concerns Received

- b) An email has been received thanking the Clerk for sorting out an issue with flowerbeds on Chapel Lane
- c) The Clerk has made contact with the chair of Cayton in Bloom with regards to the flowerbed on Main Street. It was **RESOLVED** that the Clerk will update the complainant
- d) With regards to a complaint received from a resident about a speeding HGV & caravans on Cayton Carrs / Station Road, Councillor Swiers reported that this has been brought up at Flixton & Folkton Parish Council too. Highways have been contacted & they will replace the signage that has been damaged by someone crossing the warning out & they will also monitor the situation. Residents are encouraged to report any issues at the time as this resident had done. It was **RESOLVED** that the Clerk update the resident.
- e) Overflowing dog waste bins East Carr – the issue had been rectified prior to the meeting but it was **RESOLVED** that he Clerk ask the resident to let her know if this happens again.
- f) Last week when we had a large deluge of water Premier Stores staff contacted Councillor Swiers to report that the road was flooding & the drain was blocked. Mr Swiers attended immediately & reported that the drain was not blocked it was simply a case that it couldn't cope with the amount of water at the time.
- g) Numerous complaints have been received about the state of the building works at a private house on East Lea, this is a long standing issue & the resident has previously been spoken to about the state of the land around her building. A number of Councillors report they have attended to assess the situation & the area is disgusting. Both Councillor Green & Councillor Swiers have emailed planning to ask them to enforce some action & Scarborough Borough Council Planning department is going to carry out an investigation.
- h) Proposed Community Land – The Clerk reports that she has had communication with Peter Morris from Barratts about their agreement to do a rough cut of the land but he is proving tricky & is requesting where this was written as agreed. It was **RESOLVED** that the Clerk look at the original planning consent as it was a condition of the planning agreement.

10. Reports from Borough & County Councillors

Report from Borough Councillor Swiers

• Councillor Swiers reports that no houses are to be built on the small open space on Main Street & that over 60 objections had been received. She reported that it was disappointing that it was out on the Scarborough News website prior to ward Councillors being informed. All Councillors in agreement that a tentative enquiry should be made to Scarborough Borough Council with regards to the value of the land for purchase. It was **RESOLVED** that the Clerk make contact with Richard Bradley, Estates Manager at Scarborough Borough Council to enquire.

- Steve Wilson has been spoken to again about the possible extension to the cemetery
- Most Borough meetings are still being held on Zoom but all decisions are currently signed off by The Chief Exec.

Report from County Councillor Swiers

- Local Government reorganisation result is expected mid to late July.
- The Delta variant was at 20 cases in our area last week
- NYCC is pushing for a deposit return scheme on plastic bottles & cups with clear labelling so that they can make a bigger impact of recycling by 2032
- Through Covid NYCC has lost one million pounds in revenue due to assisting Social Care & Schools
- Schools use of Bewerley Park & East Barnby is currently under consultations as both places are now quite run down, result due in September

.Borough Report from Councillor Green:

- The level of MacDonald's litter out as far as Killerby is getting ridiculous; it would appear that people travelling towards the holiday parks or Filey just throw it out of the window when finished. It was **RESOLVED** that the Clerk make contact with local branch to see what can be done.
- Both Councillor Swiers & Councillor Green are chasing up the their concerns re the access to Cayton Bay as it is just simply not safe due to seaweed / mud & also the overhanging WW2 pillbox that is now at least 3 metres over the cliff. Scarborough Borough Council seem reticent to do anything about it but Councillor Green will continue with this subject.

11.Clerks report The Clerk informed the Council that the VAT returns for last year had now been submitted & the report for the external auditor has been sent off.

All residents issues have been dealt with as per minutes

12 Chairman's report – Councillor Swiers reports that a resident has contacted her wishing to donate a Defibrillator to the village as her husband sadly passed away & she wishes for it to be placed at The Post Office as he visited there often. This is a wonderful donation.

The village has just purchased a second defibrillator for the village with money from McCains & this was to be placed at the Premier Stores, however if the 3rd defibrillator is to be placed near the Post Office then we would need a new location for the one waiting to be installed . It was suggested that it may be wise to put it at Cayton Bay.

It was **RESOLVED** for the Clerk to make enquiries with the Pete Gibson to see if there is one on site to start with.

The Jubilee Hall accounts & administration is to be taken over by Councillor Liley as the Clerk does not have capacity to do this work in her 12 hour contract. The accounts for last year plus the internal examination for the Charity Commission is overdue & this is the priority.

Councillor Green was thanked for planting up the large metal planters in the village & he refused any remuneration for this .

13. Motorhomes at Cayton Bay – The Clerk reported her concerns for the safety of Councillors attending alone & confronting members of the public as over the last bank holiday Councillor Swiers had been chased in her car by a drunk male wielding a brick because she asked him to move his motorhome. It was **RESOLVED** that no councillor will attend by themselves & from now must attend in two's after making contact to arrange this. All Councillors agree & stress the importance of safety.

Councillor Swiers reports that NYCC are looking at the issue of Motorhomes across County. She made the Police aware of one caravan at Cayton Bay that had a large amount of equipment outside & they did attend.

14. Planning Committee

Only one planning application had been received for 66 Main Street but this was all in order & acceptable.

Councillor Hudson reminded Councillor Green that he will need to attend the address on Beverley Road should there be heavy rain this weekend in relation to flooding of a residents greenhouse.

15. Village Maintenance Committee

a) Councillor Poor reports that he & Petts are due to go out stencilling the pavements warning residents to pick up their dog waste.

b) A quote has been received for the servicing of the two areas of play equipment & will cost £150. It was **RESOLVED** that the Clerk will contact Matt Hewison at Scarborough Borough Council to ascertain how much it will be for them to do it & what the lead time is.

c) The Clerk has emailed Irene, Chair of Cayton in Bloom & they are slowly starting up again & hope to be meeting in July. It was **RESOLVED** that Councillor Hudson attend their next meeting to ask about hanging baskets & beds.

One of the allotments has flooded completely so the tenant will be moved to a different site that requires brambles clearing. One of the other tenants Mr Moore has not been working his site & it was **RESOLVED** that the Clerk send him a letter.

Councillor Hudson reported that the grass on Millenium Gardens looked like it was overdue a cut despite it being done every 2 weeks. Mrs Lockyer interjected that it looked as if it had been done today

Date and time of Next Village Maintenance Meeting is to be arranged for 4th August 2021

16. Bell Tower – The Clerk reports that the engineer is attending the hall on 1st July, Councillor Green & Councillor Swiers will attend.

17. Recreation & Amenities Committee

Councillor Liley reported that the Queens Jubilee for 2022 will be over a 4 day bank holiday & that she would like some input from residents about what they would like to do. Councillor Petts suggests that this request could be put on to the Facebook page when the Clerk sets it to live. It was **RESOLVED** that this be done by the Clerk.

Councillor Liley & the Clerk are still awaiting the release of free tree packs

Date of next Recreation and Amenities meeting to be confirmed.

17. Finance

a) Councillor Kelly was not present

b) It was **RESOLVED** to consider the minutes of the Finance Committee meeting held on 10th June 2021.

c) It was **RESOLVED** to approve the June 2021 payments schedule totalling as follows :

CAYTON PARISH COUNCIL

| Accounts due for payment 10 th | | | | |
|---|--------|-----|-----------|-------------------------------|
| | | | | DD |
| Payee | Nett | VAT | Gross | Rent SO |
| OneCom | | | £45.31 | BACS |
| Rent | | | £30.00 | Chq - includes some JHMC cost |
| Staff costs - wages, HMRC | | | £655.36 | Chq - commercial waste cemet |
| Image Creation | | | £19.99 | Chq remote conference |
| Zurich Insurance | | | £1,111.91 | Millenium Gardens 060421 & 2 |
| Claire Boston | | | £315.00 | Grant application |
| Internal Audit Yorkshire | | | £375.00 | BACS |
| Wilson Gardening | £60.00 | | £60.00 | |
| NEST pension | | | £5.41 | chq upkeep of beds George W |
| Data Protection renewal fee | | | £40.00 | |
| YLCA | | | £48.00 | |
| Core Concept Computer Services | | | £45.00 | |

d) The Clerks overtime was accepted for this month

- e) Welcome back funding – It was **RESOLVED** that the suggestions made by all councillors to apply for funding for additional notice boards was accepted & the Clerk may complete the application form
- f) Update on changing banks – The clerk reports that all banks appear to be charging after the first 2 years & it may be sensible to stay where we are. This will be on going.
- g) Audit update – The Clerk reports that all paperwork has now been completed & that legal notices were posted publically for the 14th June on notice boards & website as required.
- h) Next meeting 15th July at 1pm

Mr Petch left the meeting

- 19. **Staffing** – Further discussion re the Clerks hours are to be undertaken when the chair of the staffing committee is available.
- 20. **Lone Working Policy** – Councillor Petts has attended some training with YLCA where Lone Worker policies were discussed & it is advised that Cayton Parish Council has one in place for the Clerk & also to cover Councillors. Councillor Petts will take this forward & find a policy that we can adapt. Safety at the hall was discussed & it was **RESOLVED** that the Clerk would get costings for a new intercom at the hall as the current one isn't working.
- 21. **Defibrillator update** – This was discussed at item 12.
- 22. **Speeding in Village** – At a previous meeting Councillor Hudson has expressed her concern about the speed of vehicles in the village, the Clerk reports that she has sent an email to Community Speedwatch & also Highways to discuss long term options as well as short term solutions such as speed guns & vans. Further concern has been raised by Mrs Lockyer attending the meeting & also a resident of Church Lane.
- 23. **Play area at Cayton Playing Fields** – Councillor Petts reports that the wooden play area at Cayton Playing Fields is in a serious state of disrepair & that there is a danger of it being removed completely, replacing it would cost in excess of £60,000 She stated that although she understood that it was on private land & was up to the owners to maintain it she hoped that maybe they could access a grant of £250 to assist.

Councillor Swiers queried what difference £250 would make & also reminded Council that she had given them £1000 in 2019 to help with refurbishment & prior to that retired Councillor Blackburn had also assisted.

Councillors asked what had happened with the covid grants that they would have received & if there was a reason why they hadn't been utilised or any work done on the play area throughout the time the club was closed. The Clerk asked for clarification on the insurance status if the play area is in such bad repair.

The Clerk reminded Councillors that although they have a power to provide recreation under Section 19 of the Local Government Act & also a power to award grants that this play area was indeed on private land & the Playing Association is a members club with a subscription process so this would not be available to them.

The Clerk asked if Councillor Petts could tell the CPFA to submit a grant form, with a copy of their accounts, which is a requirement of the grant scheme, to be assessed if there is a way to assist. Councillor Swiers reminded Council that there are only 4 grants available each year.

24. Training Feedback – Councillor Petts reported that the training was very basic that she had completely lately & the delivery wasn't great but she had picked up a few new things.

25. New Councillor Vacancy - This has been advertised & the legal notices put up on notice boards & on the website until the 30th June.

26. 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 & a confidential discussion was held with regards to applications from potential new councillors.

27. Time & Date of the Next Meeting

It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on Tuesday 15th June 2021 at 7pm at The Jubilee Hall.

Meeting closed at 9.54pm

Chairman's Signature.....

Date.....