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DRAFT Minutes of the meeting of Cayton Parish Council held on Tuesday 19th October 2021 at 7.00pm at The Jubilee Hall, Main Street, Cayton

Present : Councillor Swiers (Chairman), Councillor Hudson, Councillor Poor, Councillor Caygill, Councillor Liley, Councillor Southward, Councillor Green, Councillor Petts.

In Attendance: County and Borough Councillor Swiers, Borough Councillor Green, One member 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 Grundy and Gill Armstrong (Clerk) both apologies accepted.
3. **Declarations of Interests** – none declared.
4. **Public Participation** – Member of the public asked the following:
 - The parking problems in North Lane/Harford Road/Church Lane junctions. Chair explained the one way system had not had been officially approved for Church Lane to Lime Kiln Lane.
 - Concerned that the playing fields presently been cultivated, Chair unaware of this action and would investigate.
5. **Meeting of Cayton Parish Council held 21st September 2021** – It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 21 September as a true and accurate record. Proposed by Councillor Caygill and seconded by Councillor Southward. The Chairman signed the minutes.
6. **Correspondence** – A thank you card received from the 1st Irton and Seamer Guides in recognition of the grant donation.
7. **Police Matters** – The monthly report had been circulated to members.
 - It was **RESOLVED** to invite the Police to the next Parish meeting.
8. **Reports from Borough & County Councillors**

County – Councillor Swiers reported the Police election will take place on Thursday 25th November 2021.

- Local Government re- organisation boundaries will change next year 2022. (Cayton, Osgodby, Gristhorpe and Lebberston linked together)
- The County covid case highest in the Scarborough Area.
- Chair attends the weekly area 3 dash board meetings, and can discuss larger issues through this portal.

Borough – Councillor Swiers reported on the following:

- 18 new gritters purchased at a cost of £2.2 million, paid for by the Government.
- White lines in the village soon.
- Serious racist incident took place at the Grand Hotel against the refugees who have now been moved to The Clifton Hotel.
- SBC planning rejected new amusements for the North Bay.
- Permission granted for the new eye sculpture.
- Ideas requested for the Locality Budget: It was suggested two new ramps for the front door and kitchen door.

Borough – Councillor Green reported on the following:

- Reported on the development of the Comet site and Pavilion Square.
- Gateway project for the Railway Station underway.
- Argos building to be converted into student accommodation if approved.
- Community Land – The lawyers to act on behalf of the Parish Council.
- Debenhams complex sold to a business consortium.

9. Clerks Report – The Chair reported on behalf of the Clerk.

- £600 Vat refunded.
- Researching grants for projects.
- Thanked members for the support that helped her settle into the position.

10. Chairman – Reported on the following:

- The Borough Council was continually removing graffiti at Cayton Bay which is reported on a weekly basis by Mick Couzens.
- It was **RESOLVED** the Clerk research the type of award that could be given to a senior citizen for to his work in our community.
- Chair thanked Councillor Green for refreshing the large planters with new plants.
- Members informed of the sudden death of a long standing member of Cayton in Bloom and it was agree to suggest to CIB the Flower Bed on Mill lane be dedicated to her memory.

11. **Cayton News** – Councillor Liley reported the deadline is Tuesday 26th October for completing member's articles. The Clerk has received many requests for adverts in the Cayton News from local businesses and companies. *Basic Plus* is ready to collate the Cayton News and deliver in the village. The local farms Cayton Bay & Killerby, members to assist with delivery for these areas.
12. **Planning Committee** – The Chair to forward the details to Councillor Hudson the application received by a Resident for an extension. No response received from Barrett's re- the Community Land.
13. **Village Maintenance Committee** – Councillor Poor reported the Community pay back team will decorate the Committee Room at the Jubilee Hall. He is liaising with SBC regarding the possibility of renovating and repairing the memorials in the cemetery.
- Councillor Liley explained that Cayton Caravan Park are concerned about the two large trees at their entrance on Mill Lane. The clerk to check if the trees are on the preservation list. It was **RESOLVED** that the Chair and Councillor Poor visit the site and speak to the manager.
 - Councillors visited residents regarding the overhanging trees at Killerby
 - The post office round seat to be repaired/renovated because it is one of the main features of the village, awaiting report from highways regarding the roots on the footpath.
 - The cherry tree near the post office needs attention.
 - The tree in the Millennium garden needs removing, Advanced Trees to be contacted.
 - Grit bins in Harford Road needs repairing SBC notified.
 - Councillor Hudson suggested an avenue of cherry trees be planted at West end View land.

Date and time of Next Village Maintenance meeting to be arranged.

14. **Recreation & Amenities Committee** – Councillor Liley reported on the following:
- Prior to the meeting members received the draft October Minutes.
 - Virtual meeting arranged with McCain foods.
 - Halloween arrangements finalised: Councillor Petts and the Chair to decorate the Hall on Friday 29th October at 10am. Councillor Poor agreed to purchase the light refreshments and sundry items. Mrs Valerie Green to judge the fancy dress competition and carved pumpkins.
 - Christmas Trees: to be positioned around the village during the weekend of the 4th of December. It was **RESOLVED** that Mr Swiers purchase 3 new sets of coloured tree lights(£75), 3 convertors (£9) and 4 sets of white batteries (£56) for this year's Christmas trees total cost £140. Approved by all Councillors.
 - Children's Christmas party arrangements nearly complete, two sessions 1-2:30pm and 3-4:30pm Dave Marshall booked to entertain the children. Letters to be sent to the school, Buttercups and advertised on the Parish media sites.

- Decorated property competition Mr Robert Goodwill confirmed his attendance as Judge.
- Carol singing: The Star Inn assisting with the event, Salvation Army booked, the Clerk is organising the charity street collection certificate.

Platinum Jubilee: Dave Marshall is unavailable to assist at the fun day. Councillor Green to discuss with Dave the possibility of his daughter assisting with the event. The Tow Bar have agreed to hold a Race Night on the Saturday evening.

A series of themed fundraising events will take place over the next few months. The first a Christmas Craft Fair on Saturday 4th December 12- 4pm in the Jubilee Hall. Councillor Petts has advertised the event on the Parish facebook page and already has received 14 enquires.

Next open meeting is on Thursday 28th of October at 7p.m. in the Jubilee Hall committee room. A working party to be established to organise all the Jubilee Events, Competitions, Grand Raffle.

Date of next Recreation and Amenities meeting to be confirmed.

15. Finance – Council Caygill reported on the bank balances and payments.

- It was **RESOLVED** to approve the minutes of the Finance Committee Meeting held on 13th September 2021 as a true record.
- It was **RESOLVED** to approve the October 2021 payments schedule totalling as follows;

October 2021 Accounts due for payment.				
	Nett	V.A.T.	Gross	
One com	£35.95	£11.40	£47.35	D/D
Rent	£30.00	£0.00	£30.00	Rent SO
Staff costs INC HMRC & NEST	£924.56	£0.00	£924.56	Net wage paid via BACS, Tax and Nest via D/D
YLCA	£30.00	£0.00	£30.00	BACS – Budgeting Training
Core Concept	£135.00	£0.00	£135.00	BACS – 3 month back up plan
Viking	£36.84	£10.20	£47.04	BACS – Stationary
Wilson Garden Services	£ 60.00		£60.00	BACS – September grass cuts.
Viking	£1.99	£0.40	£2.39	Back order Folder
Totals	£1,254.34	£21.60	£1,276.34	

Transfer NIL

- Second part of the Model agreement received.
- The Clerks 14.5 overtime was accepted for this month.
- Clerk's salary increased in accordance with the NALC guidelines, approved.
- Clerk's appraisal approved, the next appraisal March 2022. The clerk completed the ILCA training and starts the FiLCA training in November and the Cilca training in May 2022.
- Council Caygill Finance training cancelled due to lack of interest, refund to be requested.

h) Financial Controls to be reviewed by Councillor Petts and Councillor Grundy, date to be arranged.

Next meeting: Thursday the 4th of November at 11a.m. 2021.

16. Jubilee Hall Bell Tower – SBC requested the structural engineers reports to assess the situation. They have recommended that 6ft be taken down and rebuilt to stabilise the tower, it was **RESOLVED** to get three quotes.

SBC suggested to advertise a 'Go Funded Page' in our Cayton News and on the Parish media sites to encourage the community to support the replacement of the Bell Tower, plus researching possible grants.

17. Cayton in Bloom – Council Green reported on the following:

- Christmas Fair Saturday 6th November 2-4pm Jubilee Hall.
- Santa's sleigh- 6th,-7th- 8th December, Councillor Liley volunteered to assist.
- Request for volunteers, Councillor Petts agreed to advertise on the Parish facebook page.
- Memorial Garden to be considered for along serving member of CIB in Flower Court.
- Date of next meeting 7pm Tuesday November 9th 2021.

18. Gas Contract at Jubilee Hall – Council Liley explained that the Jubilee Hall and the Parish Council had two annual service contracts. It was **RESOLVED** to cancel the British Gas Home Care Policy. The Clerk to research an alternative policy which covers the annual service and maintenance.

19. EXCLUSION OF PRESS AND PUBLIC – No requirement at this time

20. Time & Date of the Next Meeting

It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on **Tuesday 16th November 7pm 2021.**

Meeting closed at 8.47pm

Chairman's

Signature.....

Date.....