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DRAFT Minutes of the meeting of Cayton Parish Council held on Tuesday 18th January 2022
7.00pm at The Jubilee Hall , Main Street, Cayton

Present : Councillor Swiers (Chairman), Councillor Hudson, Councillor Caygill, Councillor Liley, Councillor Green, Councillor Petts, Councillor Poor, Councillor Grundy and Clerk, Gill Armstrong.

In Attendance: County and Borough Councillor Swiers, Borough Councillor Green, North Yorkshire Police Volunteer John Whalley 9780 , Mick Couzens Keep Scarborough Tidy plus 3 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**
Councillor Southward, accepted due to illness
3. **Declarations of Interests** – Councillor Swiers declared an interest on the payment schedule.
4. **Public Participation** – Member of public spoke of his on-going concerns with regards to unlicensed charity bags distributed in the village. At this point Cllr Swiers announced that standing orders were suspended and item 6. Police matters was moved forward due to representation from NYP and inclusion in this topic. Public Participation to continue after item 6.
6. **Police Matters**– The Police representative will report back all concerns from M.O.P's with regards to Charity Bags. Cllr Petts raised concern about the violence against the person figures in the Police report
- 4 **Continuation of Public Participation** – Cllr Swiers invoked Standing Orders and thanked the M.O.P for his work on the charity bags issue, also to Cllr Grundy and Mick Couzens from Keep Scarborough Tidy for assisting with the on-going issues.
It was **RESOLVED** for the Clerk to produce a list of dates when licensed collectors will be in the area and put this out to the public encouraging other dates and bags to be reported. It was also **RESOLVED** for the Clerk to look at options for local collection of items from the village instead of the use of these bags that bring little money to UK charities.
A resident spoke of concern with regards to parking issues on the top of Church Lane/ Limekiln Lane and was supplied with the details for the Inconsiderate Parking Line. They also raised concern with regards to the arrival of construction vehicles that will come to the village with the next development. Cllr Swiers stated that this will be monitored and stipulations were that they go out to the A165.
A resident raised his on-going concern with regards to the section of Church Lane becoming one way from Main Street to the Farrier. They are greatly concerned that this will force vehicles onto North Lane to get to Osgodby and the A165 rather than going round Mill Lane. Cllr Swiers reiterated that her and Cllr Green had spoken out against the highways issues along with other matters but once development starts the Parish Council will monitor the situation and everything will be reported back.

5 Meeting of Cayton Parish Council held 14th December 2021 – It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 14th December 2021 as a true and accurate record. Proposed by Cllr Caygill and seconded by Cllr Liley. The Chairman signed the minutes.

Update from the last minutes – The Clerk reported that she had compiled some evidential photos and a list of times the two caravans were monitored at Old Filey Road and she will pass this to SBC

7. Correspondence – Keith Penfold has emailed with regards to the Speedwatch Scheme and lack of community support and volunteers. It was **RESOLVED** that the Clerk with Councillors will do one more promotion of the scheme in March/ April to see if any volunteers come forward with lighter nights and mornings.

8 Complaints / Concerns received – An email has been received with regards to the draft minutes from the December meeting and an error to the precept percentage. The Clerk has replied to this point in the email as SBC made an error in their calculation, this makes no difference to the amount of money as a total, just the written percentage. The email from the M.O.P also disputes the need for raising the precept, these comments were noted. Cllr Swiers stated that it was unfortunate that across the County and Borough there will be increases in not only the Council Tax but household bills in general, but that the budget was a considered process and required for the Parish to move forwards. The Clerk has produced a document with a full explanation of the budget for members of the public and it was **RESOLVED** that this will go out on social media and the Web Site soon now all Councillors have read it.

9 Reports from Borough & County Councillors

County – Councillor Swiers reported

- Covid numbers are levelling out but still a large amount in hospital.
- Staffing in hospitals in the County not been as bad as first thought but staff at NYCC are down 30% but recovering
- Cllr Swiers has successfully applied for £490 to cover the cost of the Jubilee Beacon and a further £1000 towards the week of events in the village from the County Locality Budget

Borough – Councillor Green reported on the following: A vote of no confidence in the leader of Scarborough Borough Council was defeated 20-26

Borough – Councillor Swiers reported on the following: There are elections across County and Borough on 5th May and also for Parish Councillors. There are two taxi licensing meetings coming up locally and it is hoped that the two caravans on Old Filey Road will be moved shortly. Cllr Caygill offered a vote of thanks to Cllr Swiers for all her persistent hard work with regards to this issue over the last 18 months.

10. Clerks Report – Nothing further to report that isn't covered in the minutes

11. Chairman – Cllr Swiers reports that she will stand as a candidate in the Unitary elections in May. There is a lot planned in and around the village in the Jubilee year as well as the Community Land, Open Space and Bell Tower, it will be a busy year.

12. Planning Committee – Councillor Hudson reported that a two new applications had been received, one for an additional agricultural building at Killerby Grange Farm and another to turn 6 grass pitches to 4 all-weather pitches at Cayton Village Caravan Park. There were no issues with either application.

Cllr Swiers reported that three areas of land had been put forward for potential development up to 2032 and the details are available for members of the public to comment. She stressed that it was vital that residents had their say at the very start of these processes. It was

RESOLVED that the Clerk place the link to the applications on the web site and also on the Facebook page.

13 Village Maintenance Committee – Councillor Poor reported that the Community Payback Team were well on their way to completing renovations at the Jubilee Hall. Advanced Trees have looked at the trees in the Cemetery and we have received a quote as to which require work carrying out £492.00 Inc. vat which was **RESOLVED** to accept. The Clerk reports that TPO's are on these trees and application is sought from SBC to carry out the work. Cllr Liley reported that two trees had been removed already outside the Caravan Park and she was unaware if there were TPO's on these trees. Some tarmac has been repaired around drains in West Garth Gardens after being reported to Highways
Date and time of Next Village Maintenance meeting 23rd March 2022 at 7pm

14 Cemetery – The Clerk reported that a small number of new cremated remains plots had been identified in the Cemetery and showed Councillors on the current layout. It was **RESOLVED** to go ahead and use these spaces as and when required and for the Clerk to allocate numbering to them.

15 Honorary Freedom of the Parish – The Clerk informed Councillors of the law in relation to this provision and the requirement of a specific meeting being convened. It was **RESOLVED** to accept the draft policy and also for the Clerk to arrange said meeting.

16 Delegation – Cllr Grundy enquired as to any policy that the CPC may have in relation to emergency delegation to the Clerk if required. The Clerk reported that Standing Orders give that power in relation to anything that is deemed an emergency where it would damage or bring about disrepair to the Parish. It was **RESOLVED** that the Clerk put together a policy that can be invoked should the need arise such as further lockdowns.

17 Jubilee Hall and Bell Tower Three quotes were presented to the Council in relation to the repair of the flat roof at the Jubilee Hall as follows A) £ 4150.00 , B) £2100+ VAT C) £1295.00 It was **RESOLVED** to accept Quote B and for the Clerk to instruct the firm to complete the work.

The Clerk reported that the JHMC minutes state that the CPC was to pay for the kitchen units and the JHMC were to pay for the cooker and water heater, Cllr Liley stated that there is a JHMC meeting very soon and she will put forward that a donation of £1000 should be paid to the CPC. Cllr Grundy asked for clarification as to where the resolution was in the CPC minutes in relation to the kitchen refurbishment, it was **RESOLVED** that the Clerk would research this further.

Woodworm and mice have been discovered at the Jubilee Hall by East Coast Pest Control. A comprehensive report has been done and treatment is required in the whole building for woodworm at a cost of £800 as the CPC have a contract with East Coast Pest Control it was **RESOLVED** to go ahead with this treatment as soon as practicable.

The Clerk reported that measurements had been taken for a permanent access ramp today that will be funded by Cllr Greens Locality Budget

18 Recreation & Amenities Committee – Councillor Liley reported on the following: over £150 had been raised for the Salvation Army at Christmas, thanks to all involved. The next Recreation and Amenities meeting is 19th January at 7pm
Plans for the Jubilee events are well in hand and there are a lot of ideas for activities and fundraising in the Village. Any resident who would like to volunteer to help would be welcomed and a further Jubilee meeting will be held in the near future.
On 20th February there will be the first Afternoon Tea event at the Jubilee Hall at 2.30pm. Dates will be set soon for the other yearly events such as Christmas and Halloween Parties.

Cllr Green suggested that the funds in the Gala account should be utilised for the week of events, a meeting of that Committee would be required to finalise. It was **RESOLVED** that the Clerk email the members to ask for a meeting

19 Finance –

a) Council Caygill reported on the bank balances and payments.

b) It was **RESOLVED** to approve the minutes of the Finance Committee Meeting held on 13th January 2021 as a true record with noted amendments to point 5 where the wrong month had been entered.

c) It was **RESOLVED** to approve the January 2021 payments schedule totalling as follows;

Jan 22 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£35.95	£11.40	£47.35	DD
Rent	£30.00		£30.00	Rent SO
Staff costs INC hmrc & NEST	£749.34		£749.34	net wage paid via BACS, tax and NEST paid via d/d.
Viking	£68.61	£13.72	£82.33	Jubilee Hall Management Committee 37.62
ylca	£22.50		£22.50	Course Cllr Grundy
West Building supplies	£16.19		£16.19	Bacs Plaster equipemnt
North Yorkshire County Council	£300.00	£60.00	£360.00	Grit for 4 bins
Lyreco	£9.19	1.84	£11.03	Ink refill
Core Concept	£540.00		£540.00	Annual plan for workstation support
Zurich	£308.69		£308.69	Buildings insurance J.Hall 6 months
sbc	£1.63		£1.63	Drainage of field 94
Roberta Swiers	£22.87		£22.87	Christmas selection boxes
Total	£2,104.97	£86.96	£2,191.93	

d) The Clerks 9 hours overtime was accepted for this

e) Next meeting: Thursday the 10th February 2022 at 11a.m at the Jubilee Hall

20 Village Communication – Cllr Grundy suggests that Mailchimp could be used to communicate events and business to the residents. It was **RESOLVED** that Cllr Grundy and the Clerk set this up and see what the uptake is over a few months but the Cayton News would continue to be produced as a paper magazine, the website and Facebook would also continue to be used.

21 Annual Parish Meeting – Date set as Thursday 31st March at 7pm at The Jubilee Hall, Main Street, Cayton

22 EXCLUSION OF PRESS AND PUBLIC – Not required

23 Time & Date of the Next Meeting

It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on **Tuesday 15th February 2022 at 7pm.**

Meeting closed at 9.40pm

Chairman's Signature.....

Date.....