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**DRAFT** Minutes of the meeting of Cayton Parish Council held on Tuesday 19<sup>th</sup> April 2022  
7.00pm at The Jubilee Hall , Main Street, Cayton

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

**In Attendance:** County and Borough Councillor Swiers, plus 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 Caygill accepted due to annual leave, Councillor Poor due to working and Councillor Grundy due to illness. No other apologies received.

It is noted that Councillor Southward had sent apologies due to illness via email 10 minutes before the meeting but these weren't seen until the day after so could not be accepted.

**3. Declarations of Interests** – Cllr Swiers at 17c

**4. Public Participation** – Resident thanked the Clerk and Cllr Petts for a great afternoon tea. He also raised concern in relation to the marked corners on North Lane – Cllr Swiers reported that it was expected that they will no doubt be altered slightly.

**5. Meeting of Cayton Parish Council held on 18<sup>th</sup> January 2022-** It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 15<sup>th</sup> March 2022 as a true and accurate record. Proposed by Cllr Hudson and seconded by Cllr Liley. The Chairman signed the minutes.

Update from the last minutes – SBC have been in touch re Jackson Close play area and would like the gravel removed that CPC placed there as a temporary measure so they can make repairs. The circular bench is now in place and Mr Keld has done a fabulous job of making it for us, a letter has been sent to him. It is noted that Mr Law regularly clean both this bench and the bench in the Millennium Gardens, the CPC appreciated his efforts greatly.

**6. Police Matters**– The Clerk has received an email from Sgt Quigley requesting that anyone obtaining number plate details of charity bag collections does so with their own safety in mind.

**7. Correspondence** – Emails have been received in relation to the state of the grass cut on the Green Belt in particularly. It appears that bit areas have been missed and large piles of grass have been dumped also. It was **RESOLVED** that Cllr Petts would go out and rectify this tomorrow and the Clerk would be in contact with SBC.

Cllr Green also reported that the ditch at the bottom of the bowling green was full of sewage and filthy – it was **RESOLVED** that the Clerk would contact the Environment Agency and SBC environment services to rectify.

**8. Complaints / Concerns received** – A resident has made contact to state that Yorkshire Water are still taking Barratts estate foul water away – 2 members of the public at that meeting requested to interject – Cllr Swiers suspended standing orders at this point – both stated that they lived on the estate, one directly opposite the tank and that this had not been happening for a couple of years now. It was **RESOLVED** that the Clerk would check with Yorkshire Water.

Nothing has been done in relation to the allotment road at Killerby and tenants have contacted the office – The Clerk suggested that they are not invoiced until this is rectified and Cllr Green has made contact with the Land owner again who states he is gathering hard-core to rectify it. It was **RESOLVED** for the Clerk to update the allotment tenants.

## **9. Reports from Borough & County Councillors**

**County** – Councillor Swiers reported that 21 towns in the County now had superfast Broadband but there are still hard to reach areas. There is to be a change in the way the County deals with waste collection and more will be recycled especially food waste and bottles. Cllr Swiers reported that she had been on both the scrutiny of health and transport committees over the last 5 years at County level as she felt these were vitally important areas of work. Slow progress has been made in both areas. She has enjoyed representing the 9 villages she currently has and a lot has been achieved in those areas. She continues to press for the 20mph limit around the school. Cllr Green thanked Cllr Swiers for all her work done as a County Councillor

**Borough** – Councillor Swiers reported on the following: in relation to the caravans and motorhomes at Cayton Bay, a traffic regulation order is to be put in place to prevent overnight parking there as well as at Staithes, Robin Hoods Bay and other popular areas. It is hoped that this will be in place by June. She also reported that she had called the Police out on Saturday due to ASB with drunken members of the public at the motorhomes. It was **RESOLVED** to put the order information out on social media so residents are aware of what will be happening.

Councillor Green reported that the 129 social housing development at Osgodby had been passed at planning despite local objection; the construction traffic in relation to the development should go onto Priory Place and up to the A165

**10. Clerks Report** – The internal audit is on the 6<sup>th</sup> May and then she will be dealing with the co-option 14 days after the elections on the 5<sup>th</sup> May. There is no requirement for an election of Parish Council members in Cayton due to a number of retirements.

**11. Chairman** – Cllr Swiers thanked the 5 retiring Councillors for all their work on Cayton Parish Council and reminded attendees that between that all there was around 50 years of service which was an amazing commitment to the Parish. The retiring Councillors are Cllr Simon Green, Cllr Ann Hudson, Cllr Peter Southward, Cllr Nigel Poor and Cllr Simeon Grundy who between them all have achieved a lot of great things in the Parish as well as their support to the Council and Clerk. We will be welcoming a new Councillor, James Boak to the meetings and the Council looks forward to working with him.

**12. Planning Committee** – Clerk is requested to get an update about the long standing development on East Lea. In relation to the development at Osgodby, this did not come through to the CPC as an application however both Cllr Green and Cllr Swiers spoke out against it at County level. No representation was made on the second amendment by Osgodby Parish Council it is understood.

## **13. Village Maintenance Committee** –

- a) No report was sent by Cllr Poor.
- b) Cayton Bay Memorial Bench – the Clerk is to order the bench and pay for it, the family will then pay the council – this was **RESOLVED** to be acceptable and for the CPC to pay the delivery cost
- c) Updates on noticeboards- Clerk is awaiting the technician from Northern Powergrid to make contact
- d) Community Payback – the team have not been in the village for the last couple of weeks due to Easter leave and Covid, they will continue in outdoor week now and the focus is weed clearing round the village this month. Cllr Hudson requested that they look again at the weeds at the back of Millennium Gardens and also Cllr Green suggested the path through Killerby needs some work.

**14. Community Land –** The Solicitor acting for CPC has asked the plans of the actual area be confirmed as they include the drainage ditch – the Councillors raised a query on if the original plans do not include this then does the CPC have to take it on. It was **RESOLVED** that the Clerk will find the original plans make contact with the solicitor to ascertain this information.

**15. Jubilee Hall and Bell Tower –** It was **RESOLVED** for the Clerk to chase Paul Aspden in relation to the drawings sent and the request for a meeting. Cllr Green stated his disagreement with closing the car park at the Jubilee Hall one afternoon a week and the Clerk explained the ongoing issues in regards to abuse from some parents directed to the school caretaker, the concern regards standard of driving of some parents and the speed they enter the carpark plus their blatant disregard for the fact that the car park is small with limited spaces. Cones are moved despite them being in place due to concern for render on the building and hatch markings are either blocked or parked on. This is monitored as previously resolved and the other Councillors present agreed it was necessary and an ongoing concern.

**16. Recreation & Amenities Committee –** Councillor Liley reported on the following: She thanked the Clerk, Councillor Petts and Mrs Armitage for the afternoon tea that was a great success. The next Jubilee working group will be the 20<sup>th</sup> April and plans are continuing to be formalised in relation to this. Cllr Green asked about the Gala money and it was **RESOLVED** that £1000 could be donated to the CPC for the Jubilee events. Cllr Green, Cllr Swiers and Cllr Liley will take this forward.

**17. Finance –**

- a) Cllr Liley reported on the bank balances and payments.
- b) It was **RESOLVED** to approve the minutes of the Finance Committee Meeting held on 7<sup>th</sup> April 2022 as a true record
- c) It was **RESOLVED** to approve the April 2022 payments schedule totalling as follows and it was noted that the grass cutting payment remains outstanding in the bank until the situation is resolved with SBC

April 22 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£35.95	£11.40	£47.35	DD
Rent	£35.00		£35.00	Rent SO
Staff costs INC hmrc & NEST	£1,335.47		£1,335.47	net wage paid via BACS, tax and NEST paid via d/d. Includes O/T 18.25 and wage increase
CDS PAT TESTING	£34.58		£34.58	CHQ
Walker and Co	£30.00	£6.00	£36.00	bacs
West Building supplies	£11.85	£2.37	£14.22	Bacs Meeting Room refurbishments
Lisa McGregor	£10.00		£10.00	Craft fair refund
The Ramp People	£39.50	£7.90	£47.40	bacs
david wilson	£60.00		£60.00	9th 23rd grass bacs
COMPLETE CARE SHOP	£21.09	£3.33	£24.42	Grab Rails p/order
Roberta Swiers	£300.00		£300.00	Chairs allowance BACS
YLCA	£30.00		£30.00	GRANTS TRAINING BACS
Basics Plus	£930.79	£6.50	£937.29	Cayton News bacs
Jubilee Hall Management Committee	£390.00		£390.00	Karate paid in error to Cayton Parish Council
Scarborough Borough Council	£206.96	£41.39	£248.35	Bin service bacs
COMMUNICORP	£320.80	£64.16	£384.96	Freedom Scrolls
Ken Keld	£870.00		£870.00	circular bench chq
YLCA	£737.00		£737.00	SUBSCRIPTION BACS
Total	£5,398.99	£143.05	£5,542.04	
Transfer	3,000.00			
Signed.....				

d) The Clerks 18.5 hours overtime was accepted for this period

e) Cllr Caygill sent a report - The Clerks appraisal has been held with no issue, the pay scales have been reviewed and the actual scales are in relation to responsibilities rather than length of time in post. As a result the Clerks pay has been reviewed and adjusted, to be reviewed again in October 2022. The Clerks hours have now been altered to 18 from 15 and there may be a need to increase this at times, however the agreement continues that she will work contracted hours plus overtime for meetings and training can be overtime or TOIL where agreed. **RESOLVED** to accept.

f) Due to the election and timing of audit the documentation will be updated and available for the first meeting of the new council on 17<sup>th</sup> May. There is no requirement for policy updates at this time just re-adoption at the first meeting.

g) Next meeting: Thursday the 17<sup>th</sup> May 2022 after the Annual meeting and within the first Full Council meeting 7.00pm at the Jubilee Hall

**18. Speedwatch scheme** – At the time of the meeting no volunteers had come forward so it was **RESOLVED** to re look at this after the elections. Cllr Green expressed concern regards the speed of vehicles early morning and suggested 7am as a good time to carry out monitoring.

**19. 20 M.P.H Speed limit around Cayton Primary School** – Cllr Swiers is still pushing for this and looks like it is moving forward. The Clerk asked what response CPC could offer and it was **RESOLVED** for her to write to Highways to underline our commitment to it also.

**20. EXCLUSION OF PRESS AND PUBLIC** – Not required

**21. Time & Date of the Next Meeting**

It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on **Tuesday 17<sup>th</sup> March 2022 at 7.00pm – following on from the Annual Meeting at 6.30pm**

**Meeting closed at 9.45pm**

Chairman's Signature.....

Date.....