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

**Present :** Councillor Swiers (Chairman), Cllr Boak, Cllr Petts, Cllr Liley, Cllr Shasanya, Cllr Tomlinson Hall, Cllr Lockyer, Cllr Bentley and Clerk, Gill Armstrong.

**In Attendance:** County and Borough Councillor Swiers, Borough Councillor Green plus Cllr Crosby and Cllr Couzens from Osgodby PC.

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** – Cllr Caygill – apology accepted due to holiday
3. **Declarations of Interests** – Cllr Swiers at item 17, Cllr Bentley at item 19, Cllr Liley at item 17 and Cllr Boak at item 22. All declarations accepted
4. **Public Participation** – Cllr Crosby from Osgodby PC outlined an event he would like to hold jointly with CPC and it was **RESOLVED** that the Clerk make contact again with Animated Objects to arrange a meeting. Cllr Couzens from Osgodby PC wishes to invite CPC to the opening event for the new steps at Osgodby to Cayton bay , also he wishes to arrange a further litter pick in Cayton.  
*Cllr Lockyer left the meeting*
5. **Meeting of Cayton Parish Council held on 21<sup>st</sup> June-** It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 21<sup>st</sup> June 2022 as a true and accurate record. Proposed by Cllr Petts and seconded by Cllr Boak. The Chairman signed the minutes.  
The minutes for the Co-option extraordinary meeting will be available at the August meeting.  
*Cllr Lockyer returned to the meeting*
6. **Meetings Roles and Committees** – a) Members were assigned to their relevant committees as per list attached to minutes  
b) It was **RESOLVED** that reports from Borough and County Councillors will be required to be submitted to the Clerk for circulation prior to the Full Council meeting and similarly any lengthy agenda items from Councillors require the same detailing item for discussion.  
c) It was **RESOLVED** that the meeting in October would be moved to the 25<sup>th</sup> October 2022 as the Clerk is on leave and any emergency minute taking would not fall to just Cllr Liley as it has in the past.
7. **Police Matters**– It is noted that the officer who compiles the Police report is struggling with the new system that NYP have and as such the new style is not conducive to assisting local areas with their figures. It was **RESOLVED** that a letter be sent to the PCC in relation to this.

- 8. Correspondence** – Letter of thanks received from Probation in relation to the Community Payback Team working in the Parish
- 9. Complaints / Concerns received** – A complaint has been received in relation to the noise coming from McCains on a night and also further complaints about the strong odour also emanating from the factory. It was **RESOLVED** that the CPC report both of these complaints and also request that the residents also do the same to Environment services at SBC. The Clerk is to provide the contact details for the residents.

**10. Borough and County Councillors reports**

**County** – Cllr Swiers reported that covid cases were again on the rise. Adult Social Care in the County is caring for 9,000 people and we have 65,000 family carers alongside only 2,000 caring staff which is simply not enough.

**Borough** – Cllr Green reported that a 100 bed hotel is hoped to be built on the site of the Old Swimming Pool by a local businessman. The Gateway project in Scarborough has been approved lately and he congratulated The Farrier on their recent accolade which was echoed by the Parish Council.

**Borough** - Cllr Swiers reported that a concern regards the Circus at Boak End had been raised and she can report that the initial planning restriction for 5 years was historical and not required. There is a lot of debate about second homes in both County and Borough at the moment and national concern in how this affects the housing market.

**10. Clerks Report** – Attached

**11. Chairman** – Cllr Swiers reports that the legislation for the prevention of overnight parking on Old Filey Road is still going through relevant process at the moment with County. There is some concern regards the occupants of a couple of caravans that have appeared at the Redcliffe end of the road and residents are asked to report any concerns to the police. It was **RESOLVED** that 30 cones would be requested from NYCC and areas taped off that have been reviewed by Cllr Swiers and the Clerk.

**12. Planning Committee** – Cllr Swiers thanked the new councillors for attending the recent Planning training and also for attending site visits with her. Nothing further to report.

**13. Village Maintenance Committee** – a) Cllr Boak reported that he has visited 3 properties lately in relation to overgrown bushes and trees impeding onto pavements and roads. Reports have been made to NYCC in relation to similar issues on Highways and also drains full of weeds on Main Street. It was **RESOLVED** that a road sweep would be requested on Station Road due to large amounts of gravel that he is concerned will go straight into the drains if we have expected heavy rain. The Jubilee Tree has suffered from the heat and despite being watered both by the Clerk and Cllr Boak it isn't looking healthy – to monitor. Work on clearing some allotments in progress and Clerk to review policy.

b) The Clerk reported on the Community Payback Team in her report

c) As discussed in Cllr Boaks report

d) Cllr Swiers reports that a dog bin has been requested by Osgodby Parish Council to be placed somewhere on Osgodby Hill and funded by both PC's. It was noted by Cllrs that Cayton Parish extends only as far as Eldon Hall and so the responsibility would fall to Osgodby to supply one. However Cllr Petts asked if there was to be further provision at both new developments in Cayton Parish in that area which may assist. It was **RESOLVED** that Cllr Swiers would ascertain this

**14. Community Land** – Nothing further to report – solicitor is off work at the moment.

**15. Jubilee Hall and Bell Tower** – Still awaiting reply from new planning officer at SBC in relation to latest report. The Clerk produced some speed bump details to consider for the car park and it was **RESOLVED** that she would research these further in relation to safety, legislation and insurance.

**16. Recreation & Amenities Committee** –A) Cllr Petts reported that the next meeting of the Committee would be 26<sup>th</sup> July at 7pm .

Discussion was raised as to the Parish Council having to pay the Jubilee Hall Management Committee in relation to hall hire for events. It was **RESOLVED** that the committee would raise a proposal with the JHMC .

b) Ideas in relation to a Community drop in were discussed and it was **RESOLVED** to discuss these at the R&A meeting on the 26<sup>th</sup>

c) The Clerk reported that a new electrician has been found to install the defib

## **17. Finance –**

a) The Clerk reported on the bank balances and payments.

b) It was **RESOLVED** to approve the July 2022 payments schedule totalling as follows

July 22 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£39.30	£7.86	£47.16	DD
Rent	£35.00		£35.00	Rent SO
Staff costs INC hmrc & NEST	£1,232.55		£1,232.55	net wage paid via BACS, tax and NEST paid via d/d. Includes 9 hrs O/T
West Building supplies	£35.08	£7.02	£42.10	Bench refurb supplies
C.D Swiers	£73.00		£73.00	Tree Guard supply and fit
Image Creation	£20.00		£20.00	Monthly website charge
D Wilson	£90.00		£90.00	3 grass cuts June 2022
CPFA	£600.00		£600.00	Music Acts Jubilee Day
YLCA	£75.00		£75.00	Planning training
Jonathan Dyer	£144.00		£144.00	9 weeks George Wilson beds
YLCA	£50.00		£50.00	Duties training
Gill Armstrong	£10.62	£2.13	£12.75	Pressure sprayer
Gill Armstrong	£29.99	£6.00	£35.99	Ring doorbell for Hall
Gill Armstrong	£500.00		£500.00	To purchase Pre paid debit card
East Coast Pest Control	£800.00	£160.00	£960.00	Woodworm treatment JH
Jubilee Hall Management Committee	£130.00		£130.00	Fees from Scarborough Borough Council for hall hire
Gill Armstrong	£6.66	£1.33	£7.99	Doorbell wire
<b>Total</b>	<b>£3,871.20</b>	<b>£184.34</b>	<b>£4,055.54</b>	
Transfer	£4,000.00		£4,000.00	

c) It was **RESOLVED** that the Clerks 9 hrs paid hours overtime was accepted for this period

d) It was **RESOLVED** that the Clerk could purchase a card reader to enable the office to take card payments where needed.

e) The next meeting of the Finance Committee will be 11<sup>th</sup> August 2022 at 10.30am

**18. Honour Roll** It was **RESOLVED** that the Clerk can utilise the available wooden barn bowling display board as an honour roll and arrange the plaques plus press release.

**19. Beck Hole Bus stop** – Cllr Bentley reported on the difficulties faced by residents wishing to use the bus stop on Main Street near Beck Hole due to the width of pavement and placing of the signage which is in a different place to the painted road markings. It was **RESOLVED** that the Clerk would approach East Yorkshire Buses to come out and have a look at the issues.

**20. Speedwatch –** It was **RESOLVED** that Cllr Boak would take the role of co-ordinator and that he would arrange the first meeting for 11<sup>th</sup> August at 6pm and the Clerk will send out invitations plus advertise on Facebook.

**21. Dementia Friendly Council –** The Clerk gave details of the attached report and it was **RESOLVED** that she take the initial steps of arranging Dementia Friend training for Councillors and any members of the public then work towards the recommended steps as per the report.

**22. Website –** Cllr Bentley asked for a breakdown of what the contract to change the website would include and Cllr Boak explained that it would be a redevelopment , total overhaul on a similar basis to shopify’s web site with web hosting and email hosting plus all the development is for free. Cllr Lockyer asked if that contract would move over to the new Council after devolution and Cllr Boak confirmed that it would. It was **RESOLVED** to sign the contract and for the process to begin with terms accepted.

**23. Exclusion of Press and Public –** Not required

**24. Time and Date of the next meeting -** It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on **Tuesday 16<sup>th</sup> August 2022 at 7.00pm**

**Meeting closed at 9.45pm**

Chairman’s Signature.....

Date.....