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DRAFT Minutes of the meeting of Cayton Parish Council held on Tuesday 16th August 2022
7.00pm at The Jubilee Hall , Main Street, Cayton

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

In Attendance: County and Borough Councillor Swiers, Borough Councillor Green

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 Shasanya – apology accepted due to holiday
3. **Declarations of Interests** – None
4. **Public Participation** – Resident reported that there is still issue with water leaking on North Lane/ Church Lane and Cllr Swiers will re report this. Also concern re traffic swinging into North Lane from Church Lane when junction is altered.
5. **Meeting of Cayton Parish Council held on 19th July and 28th June-** It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 19th July 2022 as a true and accurate record. Proposed by Cllr Petts and seconded by Cllr Boak. The Chairman signed the minutes.
It was **RESOLVED** to approve the minutes of the extra ordinary meeting of Cayton Parish Council meeting held on 28th June 2022 as a true and accurate record. Proposed by Cllr Caygill and seconded by Cllr Petts. The Chairman signed the minutes.
The following updates were received: Animated Objects are currently working away and will arrange a meeting re the beach art on their return.
In relation to the Clerk contacting the PCC re the Police reports, the Officer has found a workable solution and thanks us for the support. East Yorkshire Buses have not replied to contact and a further contact form has been sent.
6. **Police Matters** – nothing to report
7. **Correspondence** – Letter received from the organisers of Trackrod Rally with dates that vehicles will be in area – to be advertised on FB page. Email from a member of the public requesting a memorial bench at Cayton Bay for her brother , it was suggested that this be passed to Osgodby Parish Council as there is no more space in Cayton Parish at this time.
8. **Complaints / Concerns received** –a) Further complaints have been received in relation to both noise and odour emanating from McCains and it was **RESOLVED** to accept the offer to meet with McCains to discuss the issues.
b) Residents have contacted the Parish Office in relation to large amounts of dust from the St Johns View development and Cllr Swiers has spoken with the technical manager who admits difficulty in the recent very dry weather despite spraying the area with water 4 times a day. The situation will be further monitored.
c) Resident reports a tree in Millennium gardens that has some dead branches, it was **RESOLVED** to ask the tree surgeon to assess it .

9. Borough and County Councillors reports

County – Cllr Swiers reported that Richard Flinton is nominated to be the Chief Exec of the Unitary Council and he is local to Scarborough. Devolution is now signed off for a 30 year deal and will give greater say to areas in regards to the £540 million funding. A Mayor will be in place by 2024 for the region and will have close links to the Government. Within the current Council there has been a lot of training on planning issues that Cllr Swiers has attended.

Borough - Cllr Swiers reported there had been a lot of fly tipping in the area but she has managed to quickly get it moved. She continues with reporting the issues relating to the caravans on Old Filey Road and is liaising with agencies on this. An extra ordinary meeting had been held for a speedy closure of the D Bid and plans are moving forward for a new Ambulance station on Woodlands. The OAT had 2 acts cancelled lately, Tears for Fears due to illness and Lewis Capaldi the day before the concert. Cllr Swiers & Cllr Green have been invited to the open ceremony at the newly refurbished NALGO beach steps, the invitation is extended to CPC and is on 7th Sept at 12.30pm at the Osgodby Community centre. In light of the exceptional results for the Lionesses football team , Beth Meads from Staithes is to be offered the Freedom of the Borough.

10. Clerks Report – Attached

11. Chairman – Cllr Swiers thanked the Council for the card and flowers after her recent hip replacement.

There have been a number of issues at the David Wilson bungalows and the previous week they had no water/ sewage disposal, Yorkshire Water were unable to act as the development is not yet formally adopted however the issues have been rectified temporarily. Yorkshire Water has stated that the drains are not in good condition and will need substantial work before the council adopt them. The Community Land looks in a poor state also as the grass is very high so this has also been reported to Barratt / David Wilson. Cllr Swiers has spoken with the technical manager at St Johns View in regards to a number of issues at that site also, the dust is an issue in this extreme dry weather but the company continue to road sweep and spray. After numerous complaints a generator has been moved further into the land which hopefully will lessen the noise from it. There is no site manager at the moment and most of the disruption of a large scale will be now at the start of the build due to utilities being put in etc. Cllr Swiers has an assurance that once a Manager is in place there will be a monthly report to the PC and better communication. There is concern about the removal of 2.1 m off the verge opposite in order to prevent standing traffic turning into the development; this has been objected to via the planning committee. Congratulations was given to Cllr Caygill who has recently raised funds for charity via a “flight” on a zip wire !

12. Planning Committee – a) The Planning Committee met to discuss amendments to the original St Johns View plans in relation to minor adjustments and have lodged their concerns in relation to the crossing on Church Lane moving nearer to North Lane. They also conducted a site visit to 5 Mount View Road to consider a planning application and found no objections.

b) Cllr Swiers reported that an issue had been reported in relation to a dispute over land at 12 East Lea and 149 Main Street. The details of the resident request were discussed with all members and it was **RESOLVED** that the CPC have no power or jurisdiction to act in this matter and the resident will be informed.

13. Village Maintenance Committee – a) Cllr Boak reported that he has repainted a lot of the Bag it Bin stencils on the pavements in the Parish and will extend these to Cayton Bay and Killerby. He has, with other Councillors cordoned off the areas of grass at Cayton Bay which appears to be preventing more people parking up however one person is living in a tent there and further enquiries will be made for their welfare.

The terms of reference are requested to go on the next agenda for discussion

- b) Damage has been caused at the Killerby allotments to one of the plots, a shed door was smashed off and items taken plus a tap left open on a water tank. The plot holder has been advised to report this to the Police. The gate at West End View allotments has been reported by the Clerk to SBC as it is hanging off the post. Cllr Boak and the Clerk requested that consideration be given to allowing Andy's Man Club to take on one of the vacant plots to be of benefit to men in the Parish, this was unanimously agreed and **RESOLVED** to make a formal offer to the organisation. One plot holder has asked if they can bring pupils from a local establishment to use the allotment, it was **RESOLVED** that this was acceptable if the correct insurance and risk assessment is in place from the school.
- c) Clerk requests that Council consider the old Grass cutting requirements and make suggestions prior to the September meeting.
- d) Next meeting Sept 13th at 8pm

14. Community Land – Nothing further to report – it was **RESOLVED** for the Clerk to email Peter Morris to ascertain how long these hold ups are likely to take.

15. Jubilee Hall and Bell Tower – It was **RESOLVED** for the Clerk to email Nick Read / David Walker at SBC and ask for an update in relation to the Bell Tower. The issue in relation to the speed bumps in the car park is to be deferred to the October meeting.

16. Recreation & Amenities Committee –A) Cllr Petts reported that the Children's activity session had taken low numbers but the attending children had a great time. There will be a photo competition over September that will be advertised on social media and the website. It was confirmed that the JHMC would not be charging the PC for events benefitting the wider community

b) The Community drop in sessions will be 1st September when Cllr Boak will be on hand for any residents wanting help with anything on line such as applying for parking badges etc. The following drop ins on 6th Oct, 3rd Nov and 1st Dec will be advertised in relation to the theme they will take. The Police drop in will be at the same time in a different part of the hall for confidentiality.

c) It was **RESOLVED** for the Clerk to assist Cllr Petts in relation to a flyer with information on events up to Christmas and Cllrs will assist in delivery
Next meeting of the Committee would be Sept 13th at 7pm .

17. Finance –

a) Cllr Caygill gave a verbal report on the bank balances.

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

August 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	£1,020.90		£1,020.90	net wage paid via BACS, tax and NEST paid via d/d. Includes O/T 6.5 and arrears
Viking	£47.76	£9.32	£57.08	Sum up plus diaries and planner
Lyreco	£25.47		£25.47	Stencil paint and ink
CEF	£234.95	£ 46.99	£281.94	Hearing Loop
Gill Armstrong	£7.49	£1.50	£8.99	Barrier Tape
Gill Armstrong	£13.95	£2.20	£17.15	Dog stencil
Walker & Co	£35.00	£7.00	£42.00	Payroll
YLCA	£25.00		£25.00	Training Boak
D Wilson	£60.00		£60.00	14th and 28th July grass cutting
Scarborough Borough Council	£180.00	£36.00	£216.00	Wb Hosting and development
YLCA	£200.40		£200.40	Training new councillors
Totals	£1,925.22	£110.87	£2,037.09	
Transfer	0.00			

c) It was **RESOLVED** that the Clerks 10 hrs paid hours overtime was accepted for this period

d) The requests from the external auditor were briefly discussed and the Clerk reported that both the internal auditor had now looked at them and also the locum Clerk , there is nothing of concern and it appears that the external auditor has not read all the information sent to them

e) The budget has been checked in relation to the two headings that have been used the most in the last few months and it was reported that in relation to the maintenance of the Jubilee Hall this is over budget for the year due to the flat roof issue but the training budget is currently within the amount budgeted for after the training of new Councillors. The Clerk also reported that the CPC has no power to provide a carpet for the meeting room at the Jubilee Hall , the lease agreement states that the Parish Council are responsible for the fabric of the building , a carpet does not come under that. The responsibility therefore remains with the Jubilee Hall Management Committee and it was **RESOLVED** that the Clerk would furnish the committee with the quotes obtained. (Cllr Swiers and Cllr Liley disclosed an interest prior to this point as they sit on the Jubilee Hall Management Committee.)

The next meeting of the Finance Committee is 10.30am on Sept 20th 2022

18. Speedwatch – Cllr Boak reported a successful first meeting with a number of residents attending with enthusiasm. Cllr Boak requested that we look to buying our own kit and Cllr Swiers stated that this could be bought via the Locality Budget. It was **RESOLVED** that the Clerk look to get these costings for the September meeting. Cllr Caygill thanked Cllr Boak for taking on the Speedwatch group in addition to his other roles.

19. Bike to school scheme – Cllr Swiers outlined the scheme and discussion took place in regards to the suitability of children cycling to school in the Parish. Concerns were raised in relation to the busy Main Street, no crossings and no cycle lanes and it was felt that this is not a scheme that is feasible in Cayton . However the Council fully support walking to school as an initiative

20. Exclusion of Press and Public – Not required

21. Time and Date of the next meeting - It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on **Tuesday 20th September 2022 at 7.00pm**

Meeting closed at 9.45pm

Chairman's Signature.....

Date.....

Clerks report August 2022

The Ring doorbell has now been fitted by Cllr Boak and Cllr Shasanya and is providing a more secure way of seeing who is at the hall door as well as having the option to speak directly to the person via video.

The Hearing Loop has arrived and Cllr Boak and Cllr Shasanya will fit that next week in the meeting room.

A card reader has been purchased and is now in use which will assist with a cashless office

Claire the locum Clerk and I went through some financial process last week and altered some parts of the ledger as it was far too big , we have also been through the bank recs and audit points which she agrees are Littlejohns not reading what has been sent.

I have emailed YLCA for the 3rd time now in relation to the Cilca qualification but again not had a reply.

Finally I have received the cable map from Northern Power grid in relation to the notice boards after I tweeted the CEO of the company. There is no cabling where it is to be situated and I will discuss it with Errol and Cllr Boak to proceed.

A bench has been sited on Hartford Road at the junction of Jackson Close and residents are happy with it , we have been donated another bench made by a resident today that the CPT can renovate.

We continue to get a steady stream of residents into the hall to ask advice on various issues from care concerns to form completion to directions

The defibrillator has finally been fitted at the Village Hall thanks to the work of Deran Bunyan Electrical who fitted it free of charge.