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DRAFT Minutes of the meeting of Cayton Parish Council held on Tuesday 13th December 2022 6.30pm at The Jubilee Hall , Main Street, Cayton

Present : Councillor Swiers (Chairman), Cllr Caygill, Cllr Petts, Cllr Bentley, Cllr Tomlinson-Hall, Cllr Liley, Cllr Boak, Cllr Shasanya, 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** – None

3) **Declarations of Interests** – Cllr Swiers and Cllr Liley at items 14 & 16

4) **Public Participation** – None

5) **Meeting of Cayton Parish Council held on 15th November 2022** – it was noted that Cllr Boak's attendance had been missed off the minutes but it was confirmed that he was present.

a) It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 15th November 2022 as a true and accurate record. Proposed by Cllr Caygill and seconded by Cllr Petts. The Chairman signed the minutes.

6) **Police Matters** – to monitor issues reported at businesses in the Parish

7) **Correspondence Complaints / Concerns received** – Some complaints have been received in relation to gritting of roads and footpaths both to the Clerk and to Cllr Swiers. NYCC had got behind schedule due to the amount of issues but main bus routes would be gritted. Further discussion on provision of grit bins in the Parish – it is felt at this time that there is ample provision and the CPC would not be looking to place one on the Barratts estate at this time but this will be further reviewed when transfer is made .

A resident has been in touch re the removal of hedging on Church Lane and issues with lighting at the site. The hedging was in the initial plan to be removed and the lighting has been altered. There is an open invitation for locals to speak with the site manager at any point but no one has attended, similarly no residents attended the Planning meetings when invited.

A concern has been raised that the defib at the CPFA is not accessible due to picnic benches being stacked in front of it. It was **RESOLVED** that Cllr Caygill would speak with the CPFA to rectify this matter asap.

8) Borough and County Councillors reports

County – Cllr Swiers reports that a previous NYCC Chair Jim Clark had sadly passed away. She has a lot of work on at the moment with County matters and has attended a large number of training sessions for the new Unitary Council with numerous online assessments to ensure good knowledge base. The budget is currently in progress with further meetings planned and continuing discussions on the correct number of Planning Committees for the new Council to ensure good service.

Borough – Cllr Green reports that there has been a presentation of the Local Plan which puts forward areas with a potential for development in years to come. Only two areas were accepted and one of them is the land that surrounds the Bowling Club on Cayton Low Road. It may be that this is used for access and not building but this will be a decision in the future for the Parish Council.

Borough – Cllr Swiers reported that the application for a 5G mast on Mill Lane has been rejected by SBC as not appropriate. Not a lot coming through Planning at the moment, Squires wished to demolish their property on Victoria Road and make 25 flats but the size of them was below standard so this was rejected plus the building is unique – agreed by Historic England – as well as there being no parking in the area despite.

9. Clerks Report – Nothing further to report that isn't already covered.

10. Chairman – Cllr Swiers thanked Cllr Liley for assisting with the Christmas cards this year, nothing further to add that isn't already covered.

11. Planning Committee – a) Cllr Swiers, chair of the Planning Committee reports that a change of use has been received for a property on Carr House lane. Initially planning was received for a brow salon but that is now requested as a dog grooming salon. An extension had also been received for an extension on Station Road plus an application to build a bungalow with access from Beverley Close – this is to be discussed at the next Planning working group.

12. Village Maintenance Committee – a) Cllr Boak the Chair of Village Maintenance reports that Open Reach have fixed the service lid on Penton Road/Station Road and that the finger post had been installed on Killerby Cliff, thanks to Community Payback who had also gone out to a block drain on Main Street last week. The Clerk has handed out Risk Assessments and they need to be completed by the end of December.

b) It was **RESOLVED** to accept the new Terms of Reference for the Village Maintenance Committee and Cllr Swiers signed the document.

c) Taking over services - Cllr Bentley has recently been on a training session in relation to double devolution and would like CPC to look at the points raised in potentially taking over services from Unitary. It was **RESOLVED** that the Clerk would get more information out to Cllrs and for further discussion in January. The 106 money for Jackson Close was further discussed and Cllr Boak laid out the two options –

1) CPC chose the equipment but SBC buy and install it on a zero maintenance agreement

2) CPC get a grant from SBC for the equipment, pay for installation and maintenance

Unanimous vote by all Cllrs for option 1 and it was **RESOLVED** for the Clerk to make contact with SBC to further discuss this with them.

d) It was **RESOLVED** to accept the new grass cutting price for the Millennium Gardens of £75 per cut for the next 3 years. Cllrs are very happy with the service provided by Mr Wilson.

e) It was **RESOLVED** to accept the quote for a new gate at the cemetery from Mr Keld for £325 and instruct him to take on the work. This gate will be accessible for wheelchairs as at this time the only access is through the large gate via the road.

f) The next meeting will be 12th January 2023 8.00pm

13. Community Land / Open Space– a) Presentation by Borough Cllr Simon Green – In trying to get the Community Land transferred to the CPC the hold-up is with the proposed ownership of the ditch that runs along one side and carries the Beck Hole watercourse by which in storms, waste is permitted to overflow if necessary. Cllr Green has had Stuart Oakley out to have a look at the ditch and they could clean and clear it, making a shallower slope so any person could climb out if needed, there would be a requirement for space for a hedge cutter to be able to manoeuvre along the side and this work would cost around £3000 to complete plus on going yearly maintenance. Cllr Green suggests that BDW are asked for a sum of around £8000 to assist with taking on the ditch.

There remains concern from Parish Council that Nick Read from SBC initially advised not to take the ditch on and that the ditch was NOT in the initial plan. Solicitors advice is that this may affect the Planning originally passed .It was **RESOLVED** that a meeting be arranged with solicitors, Parish Councillors, SBC and BDW to try to find a way forward.

14. Jubilee Hall and Bell Tower – a) Two quotes were presented to Council but it was not felt at this time that a decision could be made and further discussion deferred to the January meeting.

15. Recreation & Amenities Committee –a) Cllr Petts reports that the Drop Ins are going well and thanked Bridgit, Kath and Sue for their continued volunteering.

b) Arrangements are all in hand for the Children’s Christmas parties with all 100 tickets allocated. Cllr Swiers will escort Mrs Monaghan around the village for the decorated property judging. Some concern re the lack of communication with the staff at The Star pub re the Carols .

c) A further Sand Art meeting with Osgodby PC is arranged for Weds 11th January at 7pm at the Jubilee Hall and confirmed with Animated Objects

d) The next meeting will be on January 12th at 7pm

16. Finance –

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

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

Dec 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	£1,224.25		£1,224.25	net wage paid via BACS, tax and NEST paid via d/d inc o/t of 11 hrs
Viking	£113.51	£17.71	£138.81	3 separate invoices Halloween, Payback and batteries
Advanced Trees	£500.00	£100.00	£600.00	Millenium Gardens Trees
D Swiers	£128.00		£128.00	Selection boxes
R Liley	£15.00		£15.00	Engraving shields
G Armstrong	£45.00		£45.00	Dog anchors for xmas trees
D Wilson	£60.00		£60.00	Grass cutting Oct
Dave Marshall	£150.00		£150.00	Christmas Party (cash)
S Taylor & Son Ltd	£75.00	£15.00	£90.00	Killerby signpost
Scarborough Borough Council	£100.00		£100.00	West End View Allotments
Basics Plus	1,328.00		1,328.00	Cayton News
Jon Carver	80.00	16.00	96.00	Boiler service
G Armstrong	74.47		74.47	Halloween food sweets
Irton Garden Centre	75.00		75.00	Vouchers
Hunmanby Silver Band	150.00		150.00	Christmas carols
G Armstrong	300.00		300.00	Drop In vouchers for food supply
R Swiers	100.00		100.00	Christmas Party food (cash)
G Armstrong	20.70		20.70	Cups & Bowls CHRISTMAS
Total	£4,609.88	£160.11	£4,777.58	
Transfer	£6,000.00			

- c) It was **RESOLVED** that the Clerks 11 hrs paid hours overtime was accepted for this period
 - d) The Clerk went through the second draft of the budget with Councillors, it was **RESOLVED** to accept the budget as presented and the precept of £70,000 will be applied to SBC which makes a 7.21% increase
 - e) It was **RESOLVED** that the Clerk would discuss the renewal of Core Concepts computer services with Cllr Bentley to ascertain if this can be done in house
- The next meeting of the Finance Committee is 11am on 12th January 2023

17. Exclusion of Press and Public – Not required

18) Time and Date of the next meeting - It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on **Tuesday 17th January at 7pm**

Meeting closed at 8.15pm

Chairman's Signature.....

Date.....