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**DRAFT** Minutes of the meeting of Cayton Parish Council held on Tuesday 21<sup>st</sup> November 2023 at 7.00pm at The Jubilee Hall , Main Street , Cayton

**Present** :Councillor Boak ( Chairman), Councillor Swiers ,Councillor Liley, Councillor Shasanya, Councillor Hurst, Councillor Bentley, Councillor Lockyer, Councillor Hall

**In Attendance:** County Councillor Swiers, plus members of the public

**Notice of meeting** – It was **RESOLVED** that the meeting was being held in accordance with the correct schedules.

1. **Apologies and Reasons for Absence:** None

2. **Declarations of Interests:**

- a) To note declarations of interests not already declared under members' code of conduct or members register of disclosable pecuniary interests.

It was **RESOLVED** to note declarations of interest from Cllr. Liley and Cllr Swiers agenda items 14h

- b) To approve dispensation requests. None received.

4. **Public Participation:**

A member of the public enquired about assistance for residents on Church Lane cleaning their houses with all building work. Cllr Swiers will email the manager at Barratts. The resident also reports blocked drains on Church Lane and advised to always report to County as will Cllr Shasanya.

Cllr Swiers replied to the concerns about the pavements on Church Lane that will be addressed in the near future and the Clerk has also reported them.

A residents enquired about gritting the pavements especially near to Chapel where the road is narrow and the Clerk informed that grit bins are located throughout the Parish to assist with such areas but not for use on private drives etc.

5. **Meeting of Cayton Parish Council held 17<sup>th</sup> October 2023:**

- a) It was **RESOLVED** that a mistake to the minutes in relation to a planning matter on the minutes should have the addendum of “ The residents have made another access point across the verge to the property”

It was then **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 17<sup>th</sup> October 2023 as a true and accurate record. The Chairman signed the minutes.

- b). **Updates from the minutes:** Co-option will take place on the 6<sup>th</sup> December 2023

6. **Police Matters:** Council note that it is a positive sign that there have been 55 less crimes in the area and wish their thanks forwarding to the local Police for their hard work..

## **7. Correspondence Received:**

- a) The Clerk has received an email regarding a large tree on Penton Road and County are currently dealing with this.
- b) Two replies have been received in relation to the residents letters regarding The Coulson Drain, one thanking the Council and the other resident has taken offence as they do not throw anything into the drain.

## **8. Report from County Councillor**

- County Councillor Swiers reports that the current Model Agreement money is to be reviewed.
- Major investment is planned at East Barnby
- Alpamare has a skeleton staff maintaining it and is in legal hands.
- Unlike other Councils NY Council is financially healthy
- Cllr Swiers feels that too many planning applications are delegated and that they should be going to committee instead.
- Area 3 Highways will close Killerby to Lebberton for 3 days to do work on culverts.
- No Councillor surgeries will be held in the foreseeable future due to terrorist threat levels.
- A recent Local Transport Plan assessment has identified a lack of buses and congested roads with a poor train network and will report that this is isolating to residents, especially the elderly.

## **9. Chairman's report:**

Awaiting report to be forwarded

## **10. Planning Working Group:** – Cllr Swiers reports that recent planning applications have been received for Killerby Hall, 40 Main Street and Parkdean at Cayton. No objections were raised in relation to plans submitted.

Persimmon has booked the hall for a public consultation in relation to the first phase of the development of land off Cayton Low Road. This is land that formed part of the Local Plan a few years ago and will include some 1400 homes in the first phase with approximately 300 on a plan soon to be submitted by Persimmon. The date is set for the 29<sup>th</sup> November and leaflets will go out with the Cayton News so that the public can have their say. It was **RESOLVED** that the Clerk advertise this on Facebook also.

## **11. Village Maintenance Committee:**

- a) Cllr. Shasanya reports that the drains continue to be monitored by himself and Cllr Hall. A number of trees have lost branches in the bad weather and he is keeping an eye on this in case they need removing. Cllr Hall is checking grit bins and the play parks.
- b) Community Payback will attend sporadically at the moment and the Clerk will maintain contact.
- c) It was **RESOLVED** that the Clerk purchase new metposts, lights and batteries for the Christmas Trees.
- d) Highways- Cllr Boak raised concern about Station Road drains being blocked with grit and Grass – it was **RESOLVED** to ask CPT to clear next time they are in the Parish.
- e) Grass cutting – Members of the public were required to leave the meeting room whilst anonymised quotes were received by Councillors in relation to the next years Grass Cutting. A silent vote followed the discussion with 7 Councillors voting for Quite 2 and one Councillor abstaining to vote. Members

of the Public returned to the meeting The Clerk reported that the quotation accepted was for SCS Groundscare Ltd for £19845.60 including vat.

- f) Next meeting is the Thursday 11<sup>th</sup> January 2024 at 7.00pm

## 12. Community Land – Open Space :

- a) Community Land –Yorkshire Water have not returned emails to Cllr Boak, the Clerk will try via another means. Cllr Swiers requests that a meeting be arranged with Peter Morris.
- b) The Open Space transfer paperwork has been signed and is awaiting completion.

## 13. Events Committee

- a) It was **RESOLVED** that a chair of this committee would be elected when all members were present..
- b) Give and Take event – Evenings are covered and set up from 9am on Saturday 25<sup>th</sup> with disposal of items on the Saturday afternoon..
- c) Christmas Events – It was **RESOLVED** that the Clerk pay for Eventbrite ticketing that is in the region of £20 to cover the Xmas parties. Cllr Shasanya will go to see Declan at The Star to confirm arrangements.
- d) Date of next meeting 7<sup>th</sup> Dec 2023 7pm

## 14. Finance

- a) Councillor Bentley reported the current financial information related to monies held
- b) It was **RESOLVED** to accept the bank reconciliation for October 2023
- c) Schedule of payments reviewed: It was **RESOLVED** to accept the November payments schedule totalling as follows:

Nov 23 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£51.83	£10.37	£62.20	DD Telephone internet
Staff costs INC hmrc & NEST	£1,958.38		£1,958.38	net wage paid via BACS, HMRC and NEST paid via d/d. 18.5 hours plus back pay equating to 533 hours from 2023-2024 national pay agreement
Gill Armstrong	£9.96	£2.00	£11.96	Stakes for fun run
Gill Armstrong	£50.07		£50.07	paint, palettes, pots and floor cover kids activities
Gill Armstrong	£9.18	£0.75	£9.93	refreshments for childrens activities
Gill Armstrong	£29.30		£29.30	Food for halloween party
Gill Armstrong	£16.00		£16.00	halloween prizes and dice
Gill Armstrong	£91.96	£22.99	£114.95	xmas lights and daff bulbs / rakes
Gill Armstrong	£120.00	£30.00	£150.00	selection boxes
James Boak	£200.00		£200.00	Chairs allowance 2nd half
Viking	£84.68	£16.24	£100.92	xmas tree batteries and stationary
Viking	£38.83	£7.77	£46.60	stationary
Jubilee Hall Management committee	£60.00		£60.00	hall hire zumba
David Wilson	£60.00		£60.00	grass cutting millennium gardens
<b>Total</b>	<b>£2,780.19</b>	<b>£90.12</b>	<b>£2,870.31</b>	

- d) It was **RESOLVED** to accept the Clerks 18.5 hours overtime for October/November
- e) The National Pay award of £1 per hour was noted for 2023-2024 and back pay **RESOLVED** to be accepted of 533 hours from April 1<sup>st</sup> 2023 at £1.00 per hour as per NALC guidance.
- f) 106 money – Cllr Boak has emailed Jonathan Clubb, head of parks to ask clarification of who is responsible and has received an apology from him via email. He is to look in to it as an urgent matter. Cllr Swiers has also been chasing this matter up and asked Executive members why NYC was holding on to 69k of Cayton's monies. She expects an answer urgently.
- g) The Clerk reports that the Unity account is in place but the cards and books etc are still to be sent.
- h) The Clerk presented a first draft of the budget for next year and will present a further Draft to the finance committee on 5<sup>th</sup> December.
- i) The next meeting is on Wednesday 5<sup>th</sup> December 2023 at 10.30am

**15. Communications**

- a) Cllr Boak has asked about a quote for moving domains.
- b) The Clerk will contact NYC to ask about email provision and email hosting as this is part of the current plan

**16. Cayton News –** The Cayton News will need to go out the week of the 21<sup>st</sup> November and they will be available to Councillors as usual pre bagged for delivery.

**17. EXCLUSION OF PRESS AND PUBLIC**

No requirement

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

The next meeting of Cayton Parish Council will be held on Tuesday 12<sup>th</sup> December 2023 at 6.30pm at The Jubilee Hall.

**Meeting closed at 9.40 pm**

Chairman's Signature:.....

Date:.....