



DRAFT Minutes of the meeting of Cayton Parish Council held on Tuesday 20th January 2024 at 7.00pm at The Jubilee Hall , Main Street , Cayton

Present : Councillor Swiers (Deputy Chair), Councillor Shasanya, Councillor Cranston, Councillor Lockyer, Councillor Liley, Councillor Bentley

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:** Councillor Boak due to work – accepted
Councillor Hall due to illness - accepted

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 agenda items 12 + 15 and Cllr Swiers in relation to matters relating to the Jubilee Hall
 - b) To approve dispensation requests. None received.

4. **Public Participation:** Resident reports issues on Church Lane relating to drop kerbs, lighting and footpath condition. Cllr Swiers confirms that all these items have been reported and will be dealt with by the relevant authority.

5. **Meeting of Cayton Parish Council held 16th January 2024:**
 - a) It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 16th January 2024 as a true and accurate record. The Chairman signed the minutes.
 - b) Second VAS now in place but may need moving slightly

6. **Police Matters:** All members have received the latest report

7. **Correspondence Received:**
 - a) The Clerk has received photos from a resident in relation to pot holes on Mill Lane, Cllr Swiers will pass this information to Andrew Santon at Highways and also Cllr Shasanya will check on the status of the report.
 - b) The Clerk has received an email from a resident making a complaint in relation to fencing at a property on Main Street, this has been passed to the Unitary authority.
 - c) The Clerk has received information on an Emergency First Aid at work course available in the Parish and there is now no current First Response

provision as of this month for events due to expiry of qualifications. It is **RESOLVED** that 4 Councillors will attend the course and that further basic 3 hour courses will be offered to residents and paid for by the CPC.

8. Report from County Councillor

- County Councillor Swiers reports that A Lib Dem member of the Council has been arrested due to antisemitic tweets and that this behaviour will not be tolerated
- The proposed work on the issue of motorhomes on the old Filey road is at the last stage of consultation. This will prevent overnight stays and hopefully reduce the amount of litter, anti-social behaviour and problems that we get through the season.
- The Locality budget is still being discussed and it may be that it drops to 5k from 10k as some areas don't use it.
- The proposed application at the Surf Shop still hasn't gone through and Cllr Swiers is chasing the progress.
- The road resurfacing and white line marking is still outstanding but the resurfacing on Cayton Low Road is to start.
- Cllr Swiers will take her role as Chair of North Yorkshire Council in May and she has recently taken the role of the Chair of the Yorkshire Local Councils Association Scarborough Branch.

9. Chairman's report: None received

10. Planning Working Group: – Cllr Swiers reports that the Planning group recently met to discuss the proposed plans for Old Killerby Hall and have submitted objections relating to the proposed wedding venue.

11. Village Maintenance Committee:

- a. Cllr. Shasanya reported that all drains are running ok.
- b. Community Payback have attended recently and done work on Station Road and Hartford Road. The Clerk requests lists of tasks for them to be given to her.
- c. Highway concerns – There remains concern relating to the pavement on Church Lane opposite the St Johns development. The Clerk will report concerns again
- d. Bin provision - It was **RESOLVED** that the Clerk would either order a second bin for the cemetery or get a larger one dependent on which is cheaper.
- e. It was **RESOLVED** to purchase a new noticeboard to put on Mill Lane opposite the hall
- f. Next meeting is the Thursday 14th March 2024 at 7.00pm

12. Community Land – Open Space :

- a. Community Land –Yorkshire Water have confirmed that the ditch is not their responsibility, Cllr Swiers requests that the Clerk arranges a meeting with Barratts, herself and Cllr Boak.
- b. The Open Space transfer is in the hands of the solicitor as previously reported.

13. Events Committee

- a. Cllr Cranston is the newly elected Chair of this committee.
- b. Various dates were confirmed and discussed as per the previous minutes. It was **RESOLVED** that the Clerk can purchase activity equipment as required for the Easter activities.

- c. D Day Commemoration - The Clerk reports that Filey Fisherman's Choir are willing to attend to hold a 'concert' on the 8th June at the Jubilee Hall. The lantern making workshop is confirmed for the 31st May and it was **RESOLVED** that the Clerk will purchase the equipment once it is established what is left from a previous workshop. The Clerk sent a letter to the local Chip shop but no response has been received so she will look for alternate provision as well as requesting that the ice cream van attend the lantern parade.
- d. Date of next meeting Thursday 7th March 2024 7pm

14. Finance

- a. The Clerk reported the current financial information related to monies held
- b. Bank reconciliation received
- c. Schedule of payments received: It was **RESOLVED** to accept the February payments schedule totalling as follows:

Feb 24 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£51.83	£10.37	£62.20	DD Telephone internet
Staff costs INC hmrc & NEST	£1,378.13		£1,378.13	net wage paid via BACS, HMRC and NEST paid via d/d. 15.5 hours o/t
Unity Trust Bank	£3.72		£3.72	Bank charges
SCSG Groundscare LTD	£5,512.67	£1,102.53	£6,615.20	Grass cutting 1st installment
slcc	£183.00		£183.00	membership subscription
North Yorkshire Council	£2,960.00	£592.00	£3,552.00	VAS Sign
Viking	£29.09	£5.82	£34.91	Ink
CEF	71.05	14.21	85.26	Tools for village maintenance
Magical Quests North	£50.00		£50.00	christmas party deposit
Rhona Liley	£20.00		£20.00	Shield engraving
MCR Joinery	£3,256.00		£3,256.00	Storage cupboards plus loft boarding
Total	£13,515.49	£1,724.93	£15,240.42	

- d) It was **RESOLVED** to accept the Clerks 15.5 hours overtime for January/February
- e) The Clerk reports that she has received new forms in relation to the 106 money that require quotes for equipment and other items, it was **RESOLVED** that she will speak with Matthew Smart at NYC
- f) The Clerk reports that Christopher Mattinson from Asquith's has availability to carry out the internal audit and is recommended by Hunmanby PC. It was **RESOLVED** to appoint him as auditor for the next audit.
- g) The next meeting is on Wednesday 14th February 2024 at 10.30am

15. Annual Parish Assembly and Annual Parish Meeting Date – It was **RESOLVED** that the Annual Parish Assembly will be held on 9th April 2024 at 7pm and the Annual Parish Meeting will be held on 7th May 2024 at 7pm.

16. Accessibility Working Group – The Clerk reports that the second meeting has been held and various groups have been tasked in going around the Parish to see where they find issues. The next meeting is 8th May 2024 at 10.30am.

17. Co-option – It was **RESOLVED** that Co-option would take place on Tuesday 19th March 2024 at 6.30pm. The Clerk will make the necessary arrangements with the Elections office.

18. EXCLUSION OF PRESS AND PUBLIC

No requirement

19. Time & Date of the Next Meeting

The next meeting of Cayton Parish Council will be held on Tuesday 19th March 2024 at 7.00pm at The Jubilee Hall.

Meeting closed at 8.42 pm

Chairman's Signature:.....

Date:.....