



Cayton Parish Council

Jubilee Hall, Main Street, Cayton, Scarborough, YO11 3TF

Tel: 01723 586869

Email: caytonparish@btconnect.com

Website www.caytonparish.org.uk

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To All Members of Cayton Parish Council,

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday 16th July 2024 at 7.00pm, at The Jubilee Hall, Main Street Cayton
The business to be transacted at this meeting is set out below.

Gill Armstrong, Clerk to Cayton Parish Council

Chairman's Announcement

Prior to the commencement of the meeting, the Chairman will outline the procedure for the public at this meeting to ensure that it is effective and lawful, including recording of the meeting and public participation.

AGENDA

- 1. Notice of meeting:** to confirm that the public notice of the meeting has been given in accordance with Schedule 12, para 10(2) (b) of the Local Government Act 1972.
- 2. Apologies** - To receive apologies for absence and consider the reasons for absence.
- 3. Declaration of Interests**
 - a. To receive Councillors declarations of interest not declared under Code of Conduct or members register of disclosable pecuniary interests.
 - b. To receive dispensation requests.
- 4. Public Participation** - To receive and hear any person who wishes to address the council. Each speaker will be limited to a period of **3** minutes (A maximum of **15** minutes in total public participation at the Chairman's discretion). No resolutions can be made on points raised that are not otherwise on the agenda
- 5. Meeting of Cayton Parish Council held on 18th June 2024**
 - a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 18th June 2024 as a true record of the meeting
 - b. To note any update from the minutes including items deferred
- 6. Police Matters**-To note the Police report and any other matters relevant to the police

7. Correspondence Received-

- a) Request for Council to consider removing small hedge on The Pastures due to it encroaching adjoining property
- b) Any other correspondence received requiring discussion and action to be taken

8. Reports from County Councillor. - To receive verbal report from NYC Councillor Swiers

9. Chairman's report – To receive a report from the Chairman of the Parish Council

10. Planning Committee- To receive a verbal report from Chairman of the Planning Committee, relating to current Planning applications received for the Parish

11. Village Maintenance Committee.

- a) Report from Chairman of Village Maintenance Committee on tasks undertaken over the last month and recent meeting
- b) Highways concerns – to receive current concerns in relation to Highways issues from members and make resolutions in regard to further actions
- c) Community Payback – to update on current situation with attendance - Clerk
- d) Planters – to discuss on going maintenance of them
- e) Christmas Trees – to confirm amount and size required
- f) Risk assessments – to be given out to members for completion
- g) Next meeting date and time to be confirmed

12. Community Land / Open Space

- a) To receive any update on progress and make resolutions where required for Community Land including reports submitted
- b) To receive any update on progress and make resolutions where required for Open Space including reports submitted

13. Events Committee

- a) Report from Chair of Events Committee including recent events and meeting. To make decision where required in relation to these events
- b) Olympic event – to discuss any updates and make decision where required
- c) Fun Run – to discuss any requirements and also list of stewards on points, confirmation of risk assessment review.
- d) Christmas – to confirm the requirement for Santa's sleigh and make decisions where required.
- e) Halloween – to discuss initial provision and make decisions where required
- f) VE 80 in 2025 – to inform Council of national campaign- Clerk
- g) Next meeting date and time to be confirmed

14. Finance Committee

- a. To receive details of the bank balance, correct as of the 30th June 2024
- b. To receive the bank reconciliation for July 2024 and payment schedule for July

- c. To receive the Clerks overtime for June/July for approval.
- d. To make a decision on recently trialled software package by the Clerk and make a decision as per the recommendation from the Finance Committee
- e. Next meeting date and time to be confirmed

15. Website provision – To discuss current issues relating to website provision

16. EXCLUSION OF THE PRESS AND PUBLIC

Members to consider excluding the press and public under the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business now to be transacted.

17. Time and Date of the Next Meeting Tuesday 20th August 2024 at 7pm