



DRAFT Minutes of the meeting of Cayton Parish Council held on Tuesday 12th November 2024 at 7.00pm at The Jubilee Hall , Main Street , Cayton

Present : Councillor Swiers (Chair), Councillor Hall, Councillor Lockyer, Councillor Bennington, Councillor Hirst

In Attendance: County Councillor Swiers and 2 members of the public

Prior to the start of the meeting Councillor Swiers extended her thanks and that of the whole Council to the previous Chairman Councillor James Boak for his work whilst on the Parish Council and wished him well for the future.

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 Liley due to a prior engagement – accepted, Cllr Bentley due to family issues – accepted
3. **Declarations of Interests:**
 - a) Cllr Lockyer at payment schedule
 - b) No dispensations received.
4. **Public Participation:** Member of public raised a complaint about the noise of traffic driving over manholes on Main Street – this is a matter for North Yorkshire Council as are all issues relating to Highways, however Cllr Hall will have a look with a view to reporting it. Member of public reports footpath condition on Main Street near Tindalls and also drain at bottom of Mill Lane – these are also matters for North Yorkshire Council and members of the public are encouraged to report them direct to NYC as the Parish Council reports in exactly the same manner. Issues remain with the footpath on Church Lane which has not been remedied yet.
5. **Meeting of Cayton Parish Council held 15th October 2024:**
 - a) It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 15th October 2024 as a true and accurate record. The Chairman signed the minutes.
 - b) The invoice for the grant to Cayton School is still outstanding
6. **Police Matters:** All members have received the latest report
7. **Correspondence Received:**
 - An email from NYC has been received with details of the restrictions to overnight parking will be trialled on the Old Filey Road from 27th November 2024.
 - An email has been received from a member of the public in relation to some work that Mundaka Trees did at the rear of the property on behalf of the Parish Council that has not been completed. The Clerk has contacted them twice now to re attend and will monitor.
8. **Report from County Councillor**
 - County Councillor Swiers reports that the boundaries will be reviewed in 2025 and the current 90 Councillors will be reduced to 89. NYC are

looking to add Middle Deepdale as half of Eastfield to Cllr Swiers Ward but this would in effect split Eastfield so she has raised a concern.

- The Bus fare cap will increase to £3
- She has been involved in the Wider Partnership Awards where local volunteers from GROW Scarborough were successful winners.
- The new steps at Cayton Bay have been installed by NYC and she is happy that she put this forward for consideration.
- Cllr Swiers sits on Licensing and it is very clear that there is a severe lack of Wheelchair taxis in the County
- There is some money left from the Locality budget for Cayton

9. Planning Committee: – Nothing to report

10. Village Maintenance Committee:

- a. Cllr.Lockyer gave a short verbal report as Chair of this committee including updates on drains, the ones outside the Chapel have been cleared and it was noted that the gully cleaner from NYC had been out recently.
- b. Nothing further to add re Highways
- c. The Clerk reports that Payback should be attending most weeks now and asks for any tasks to be sent to her as she has a weekly list
- d. Cemeteries – The Clerk asks that a vote of thanks be given to Mr Law who cleared one of the War Graves ready for Remembrance Day, all in agreement. An appointment with the memorial masons has been postponed by them and will be re arranged but there will be some extensive work required to headstones in the Old churchyard, it is likely that this will require Faculty involvement with the Church of England and the Clerk will report back once the scope of any work needed is assessed. It was suggested by Cllr Hall that a new bench be purchased for the new Cemetery as the current one is in bad repair , it was **RESOLVED** that the Clerk email Cllr Swiers in relation to her County role to access the Locality budget
- e. It was **RESOLVED** to accept the updated Grass cutting contract as previously circulated by the Clerk who will now send it out to firms for tender. Previously it was discussed that this would be for three years however in light of the fact that the Model Agreement from NYC will end next year then the Clerk suggests that a contract is in place for one year at this time until a determination is made in relation to NYC taking on their own grassed areas when funding ceases.
- f. Future tasks – Cllr Hall with Mr Swiers will continue to monitor the Coulson Drain
- g. Next meeting not arranged at this time

11. Community Land & Open Space :

- a. **Community Land** –No further contact with the Council has been forthcoming from Barratts in relation to the collapse of the ditch banking. However they have contacted residents on Fieldside Close to suggest that it is a larger job than first thought and it will take 6 months. Neither has there been a reply from NYC regarding the planning permission that ran out in August and was suggested not to be a problem by them at the time. Cllr Swiers has made a complaint and attended the NYC Planning Department to ask again about the PC Planning permission. The officer suggested that the PC should simply put a spade in the ground to show work had started. However both the Clerk and Cllr Swiers do not think this is acceptable as the land does not belong to the Council yet. The Clerk will again email Barratts and ask for an update on the situation and request a meeting with Peter Morris.

- b. Open Space – New documentation was signed for the transfer and has been sent to Pinkney Grunwells
- c. The Clerk reports that earlier that day the surveys had been sent by NYC in relation to the public consultation for the play area at Jackson Close. She will make sure these are circulated

12. Events Committee

- a. The Clerk reported that along with Cllr Liley and Cllr Swiers they had hosted the Halloween party, two other Councillors had been unable to attend due to illness suddenly and as there had been around 70 Children plus up to 2 parents , this had been really hard to run with three plus valuable help from Adam Jeffery on the day. It was **RESOLVED** that next year a free ticket system would be in place but that a good job had been done in the circumstances.

- b. It was **RESOLVED** to decorate the hall on the 2nd December and to ask TLC if they would assist.

The Christmas Trees are being delivered on the 2nd December ,Clerk will inform The Star, she will also ask Community Payback to install them on the 3rd.Cllr Hall and the Clerk will check the lights and it was **RESOLVED** to purchase new ones and batteries, tree stands where required.

The first round of the decorated properties competition will be on Monday 9th December with the final judging on Thursday 12th December. It was **RESOLVED** to invite Chief Inspector Lucy McNeill to be the judge this year, the Clerk will make the arrangements. Cllr Liley has collected the shields in from the previous winners and the dates will be advertised.

The Christmas Parties are booked in for the 14th December at 11am and 2pm – this will be free ticket only as previous years and the Clerk will arrange this. Cllr Liley has arranged for the selection boxes to be purchased and wrapped.

Carols round the Tree has been arranged for the 18th December at 6.30pm and the Clerk has confirmed Hunmanby Silver Band, she will speak to The Star also.

13. Finance

- a. Cllr Hall reported the current financial information related to monies held
- c. Bank reconciliation received and Schedule of payments received: It was **RESOLVED** to accept the November payments schedule totalling as follows:

| Nov 24 Accounts due for payment | | | | |
|---------------------------------|-----------|---------|-----------|---|
| | Nett | VAT | Gross | |
| OneCom | £51.83 | £10.37 | £62.20 | DD Telephone internet |
| Staff costs INC hmrc & NEST | £1,291.50 | | £1,291.50 | net wage paid via BACS, HMRC and NEST paid via d/d. 10 hours o/t. |
| Adverset | £114.00 | | £114.00 | Leaflet printing |
| Samuel Shasanya | £200.00 | | £200.00 | leaflet delivery |
| Yorkshire Moors Christmas Trees | £496.00 | | £496.00 | Christmas Trees |
| Christine Lockyer | £81.00 | | £81.00 | Makaton Training |
| Seated Furniture Ltd | £534.99 | £107.00 | £641.99 | Mill Lane bench replacement |
| YLCA | £35.00 | | £35.00 | Gill training Budgeting |
| Gill Armstrong | £5.74 | | £5.74 | Payback supplies |
| Rhona Liley | 178.50 | | 178.50 | Selection Boxes |
| Gill Armstrong | 30.00 | | 30.00 | Wreath |
| Gill Armstrong | 16.00 | | 16.00 | I.D for Cllr Hall |
| Gill Armstrong | 43.80 | | 43.80 | Halloween food |
| Gill Armstrong | 6.99 | | 6.99 | Batteries |
| David Wilson | 60.00 | | 60.00 | Millenium gardens grass |
| Rhona Liley | 19.50 | | 19.50 | Engraving |
| Red Arrow Drains | 60.00 | 12.00 | 72.00 | Jubilee Hall drains |
| Jonathan Dyer | 180.00 | | 180.00 | George Wilson Beds x 9 |
| Total | £3,404.85 | £129.37 | £3,534.22 | |

- c) It was **RESOLVED** to accept the Clerks 10 hours overtime for Oct/Nov
- d) It was **RESOLVED** to donate £100 to T.L.C as per their grant request that was previously discussed in September and October.
- e) The Clerk formally presented the draft budget for the forthcoming year and this was **RESOLVED** to be accepted with a 1% increase in the precept. It was noted that due to careful budgeting the Parish Council was in a good position going forward. At this point Standing Orders were suspended for a question from a member of the public who was directed to the website in relation to previous financial information. Standing Orders were resumed.
- f) The next meeting 5th December 2024 at 2.30pm

14. Cayton News – The Clerk has sent out emails to all Councillors requesting articles and to all advertisers including some new prospects.

15. Co-option – It was **RESOLVED** that a further Co-option notice would be put out with a view to holding a further meeting on the 10th December at 6.30pm if required

16. Neighbourhood Plan – Cllr Swiers requests that Council look to progressing this to be used in the Planning process. The Clerk has identified some training in March for Councillors to attend and will circulate details of this plus funding available for the plan.

17. Training – Cllr Hall and the Clerk have recently attended some training on various topics and the schedule is circulated – it is vital that Councillors have the correct training for their role and it is requested that they identify any courses and inform the Clerk that they wish to attend. It was **RESOLVED** to attend the YLCA talking tables in the March at Drax and attendance can be discussed after the New Year.

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 10th December 2024 at 7.00pm at The Jubilee Hall

Meeting closed at 9.50pm

Chairman’s Signature:.....

Date:.....