



Cayton Parish Council

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

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06/11/2024

To All Members of Cayton Parish Council,

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday 12TH November 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 will be made on points raised that are not otherwise on the agenda
- 5. Meeting of Cayton Parish Council held on 15th October 2024**
 - a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 15th October 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- Any correspondence received requiring discussion and action to be taken

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

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

10. Village Maintenance Committee.

- a) Report from Chair of Village Maintenance
- b) Highways concerns – to receive current concerns in relation to Highways issues including drainage from members and make resolutions in regard to further actions
- c) Community Payback – update from Clerk and to discuss future maintenance tasks
- d) Cemetery at St John’s Church – Clerk – to discuss situation relating to current state of some headstones and potential work required in 2025
- e) Grass cutting and Model Agreement – update on the Model Agreement and also to discuss and make a resolution on the draft contract sent out to all Councillors
- f) Other future maintenance tasks to consider requiring discussion and action to be taken where needed including the engagement of contractors
- g) Next meeting date and time to be confirmed

11. Community Land / Open Space/Jackson Close Play area

- a) To receive any update on progress and make resolutions where required for Community Land including reports submitted as well as the planning application from CPC.
- b) To receive any update on progress and make resolutions where required for Open Space including reports submitted
- c) To discuss the current situation on Jackson Close play area and any update from NYC

12. Events Committee

- a) Verbal report regarding recent events and meetings. To make decision where required in relation to these events for the future
- b) Christmas events including decorating the hall, Christmas parties, judging of decorated properties and Carols at the Star. To make decisions where required in relation to these events including the purchase of food, equipment and supplies.
- c) Christmas Trees – to make decisions on the installation of the trees and also on the purchase of new lights where required
- d) Next meeting date and time to be confirmed

13. Finance Committee

- a. To receive details of the bank balance, correct as of the 31st October 2024
- b. To receive the bank reconciliation for Oct 2024 and payment schedule for November
- c. To receive the Clerks overtime for Oct/Nov for approval – 10 hours

- d. To discuss and make a decision on further information relating to a grant application request.
- e. To receive the draft budget for the forthcoming year and to make resolutions to accept it if required and acceptable
- f. Next meeting date and time to be confirmed

14. Cayton News – To discuss delivery and next issue of the magazine and make decisions in relation to that

15. Co-option – To discuss Co-option for further Councillors if required and make decisions where necessary

16. Neighbourhood Plan – Cllr Swiers – to discuss making progress with a Neighbourhood Plan for the Parish

17. Training – To discuss recent training undertaken by Cllr Hall and the Clerk as well as Council Wide Training, GDPR and what is available through YLCA and also in relation to the Neighbourhood Plan and make resolutions where required

18. 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.

19. Time and Date of the Next Meeting Tuesday 10th December 2024 at 7pm