



# Cayton Parish Council

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11<sup>th</sup> March 2021

## To All Members of Cayton Parish Council,

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday 16<sup>th</sup> March 2021 using the Zoom digital platform ( Joining details are below).

<https://us02web.zoom.us/j/83756713864?pwd=YzRtR25nUIErTzVKs0pIVndBTDBGdz09>

Zoom meeting number 83756713864

Passcode 513678

The business to be transacted at this meeting is set out below.

**Councillor Mrs Roberta Swiers.**  
**Chair Cayton Parish Council**

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### Chairman's Announcement

Prior to the commencement of the meeting, the Chairman will outline the procedure for this remote meeting to ensure that the meeting is effective and lawful including:

- Councillors code of conduct.
- Voting procedure
- Public session and exclusion of the press and public procedure
- Anyone wishing to record is asked to let the chairman of the meeting know proper to the start of the meeting.
- The meeting is being recorded by the Council
- All councillors present are required to state their name proper to the commencement of the meeting.

### 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 note apologies and approve the reasons for absence.

### 3 Declaration of Interests

- a. To note declarations of interest not declared under Code of Conduct or members register of disclosable pecuniary interests.
- b. To approve dispensation requests.
- c. Ratification of new clerk appointment.

#### **4 Confidential Agenda Items.**

To agree if any items on the Agenda need to be discussed in private at the end of the meeting; following the exclusion of the press and public due to be confidential nature of the business to be transacted and in accordance with the Public Bodies (Admissions to meetings) Act 1960.

#### **5 Meeting of Cayton Parish Council held on.**

- a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 16<sup>th</sup> February 2021 as a true record of the meeting( Attached).
- b. To note any update from the minutes

#### **6 Police Matters.**

To note the Police crime report ( to follow) and any other matters relevance to the police.

#### **7 Public Participation.**

To receive and hear any person who wishes to address the council. The Chairman will select the order of the matters to be heard. 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).

#### **8 Correspondence –**

#### **9 Complaints / Concerns Received**

- a. Any residents concerns received by Councillors and any action taken on previous resident concerns.
- b. Tree West End View ( residents' complaints)
- c. Hedge Spring Gardens (residents' complaints)

#### **10 Reports form Borough and County Councillors.**

To receive verbal reports from NYCC and Borough Councillors:- Cllr Swiers and Cllr Green

#### **11 Planning Committee**

To receive a verbal report from Cllr Hudson, Chairman of the Planning Committee relating to any Planning applications received or updates

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

- a. To receive a verbal report from Cllr Poor relating to issues related to the village including issues relating to Hedging on West End View.
- b. Church Path
- c. Jubilee Hall Bell tower
- d. Benches & positioning
- e. Risk Assessments update
- f. Date and time of next meeting to be discussed due to current restrictions

#### **12 Recreation and Amenities Committee**

- a. To receive a verbal report from Cllr.Liley, Chairman of the Recreation and Amenities committee relating to events.
- b. Date and time of next meeting to be confirmed.

### **13 Finance**

- a. A to receive a verbal report from the Finance Chairman Cllr green relating to bank balances.
- b. To approve minutes from Finance Meeting held 11<sup>th</sup> March 2021
- c. To approve the March Schedule of payments ( Attached)
- d. To approve the transfer of funds to the current account from the deposit account to cover the March 2021 payments.
- e. Consideration of changing Bank
- f. Next meeting date and time to be confirmed.

### **14 EXCLUSION OF THE PRESS AND PUBLIC**

To exclude 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.

### **15 Time and Date of the Next Meeting.**

To confirm the time and date of the next meeting on Tuesday 13<sup>th</sup> April 2021 at 7pm