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**DRAFT** Minutes of the meeting of Cayton Parish Council held on Thursday 22nd April 2021 at 7.00pm remotely on Zoom.

**Present :**

Councillor Swiers (Chairman), Councillor Green (Vice Chairman), Councillor Hudson  
Councillor Bell, Councillor Kelly, Councillor Liley, Councillor Southward, Clerk Gill Armstrong

**In Attendance :**

County and Borough Councillor Swiers  
Borough Councillor Green

Candidates for the Parish Council Vacancy Mrs Bev Petts & Mrs Christine Lockyer

**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**

Apologies received & accepted from Councillor Poor who is at work

**3. Introduction to Candidates for Parish Councillor Vacancy-** all Councillors introduced themselves to the two candidates & the Chairman explained that the reason the vacancy had arisen was because a previous Councillor had resigned. She apologised in the delay for the co-option but this had been due to the restrictions arising from the pandemic. Both candidates were invited to introduce themselves & tell the Council the reasons they had applied to join the Council.

A vote was taken & the decision was unanimous that Mrs Petts be co-opted to Cayton Parish Council by which she accepted. Mrs Lockyer was thanked for her application & the Clerk requested that she be able to keep her details on file should another position come vacant to which she agreed.

**4. Declarations of Interests**

**a. To note declarations of interests not already declared under members' code of conduct or members register of disclosable pecuniary interests.**

**RESOLVED** to note declaration of interest from Parish Clerk Gill Armstrong in agenda item 14 Finance, February Schedule of Payments (Expenses).

**b. To approve dispensation requests.**

None received.

**5. Confidential Agenda Items**

None.

## **6.Meeting of Cayton Parish Council held 16<sup>th</sup> March 2021**

It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 16<sup>th</sup> March 2021 as a true and accurate record. Proposed by Councillor Kelly and seconded by Councillor Green, all members agreed. The Chairman signed the minutes.

## **7.Police Matters**

The Chair confirmed that the April Police report had been received.

A number of fixed penalty notices under the Covid regulations had been issued in our area and as previously a number of telephone scams were still being reported.

Councillor Bell to attend next Month's virtual meeting and to report the outcome at the May Parish Council meeting.

## **8.Public Participation**

Mrs Christine Lockyer remain at the meeting after the co-opt of the new councillor but took no further part in proceedings.

## **9.Correspondence :**

A letter has been received from Shirley Holdsworth , Osgodby who was requesting consideration of a plaque on the wall to recognise a Chapel & also requesting info on the Bell Tower & burial records – The Clerk has replied to her.

## **10.Complaints / Concerns Received**

Numerous complaints & comments have been received unofficially with regards to the closure of Church Lane recently – Councillor Swiers made further representation to Highways & this situation was resolved over Easter.

## **11. Reports from Borough & County Councillors**

### **Report from Borough Councillor Swiers**

- Councillor Swiers reports that she has a meeting next week with the National Trust about the motor homes parking at Cayton Bay
  - The Better Homes Project is looking to build two houses on the land at West End View / Main Street where the recycling provision is , Councillor Swiers has spoken out against it as this is the only bit of green land in the village itself & why is Cayton having all this development . The houses are for accessible rather than affordable homes but Councillor Swiers has stated that the access would be near a private road, any vehicle turning would have to do so in under that 15 metre restriction & that the area is already crowded for access for more vehicles. It is still on the consultation list but the Parish Council will object to the plan & have told Scarborough Borough Council that they must visit the site to see exactly the issues.
  - The Community Land plan is still at the first stage at Scarborough Borough Council & we await a decision on the next stage. There have been 19 supporters so far, 4 objecting & 1 yes/no. Councillor Green commented that Barrett's will only give us the land if something substantial is done with it – just because there is a lot on the plan does not mean that it will all be done.
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### **Report from County Councillor Swiers**

- In July we will see if the County Council will go to an East / West split or to a Unitary body

- The County had received an outstanding report for its Children and Social Services.
- Councillor Swiers reports that there is a massive drop in the Highways budget & that an engineer had looked at the state of the pavements on Beverley Road / Close but it did not meet the standards for renovation. It is agreed that the surface needs patching but that the underneath substrate is still ok . Councillor Liley objected strongly to this as did Councillor Hudson – Councillor Swiers informed that Councillors & members of the public should make contact with Highways individually about the matter. She explained that due to large scale works around the County including Kex Gill near Harrogate it has depleted Highways budget & this is stretched across 6,000 miles of road through various villages & towns. However Councillor Swiers has requested information as to why Eastfield had numerous roads resurfaced. There are the same concerns at Cayton Bay with Highways saying that the pavement works were urgent in January / February but it is now April & this work hasn't been completed. From 1<sup>st</sup> June NYCC are taking over Highways maintenance & there are an estimated £50 million a year in repairs required.

**.Borough Report from Councillor Green:**

- About 50 motorhomes had been seen up at Cayton Bay the previous week
- The Locality budget of up to £2000 per Councillor is now available for projects that are clean, green & local All Councillors asked to submit ideas to the Clerk who will collate them.
- Councillor Hudson has secured a bench for Hartford Road

**12. Clerks report** The Clerk informed the Council that the end of year accounts are in hand between her & the Locum Clerk Mrs Boston . The date of the internal audit is the 18<sup>th</sup> May.

The report stated the legislation from NALC with regards to the holding of remote meetings & also the advice with regards to not holding an APA this year. Going forwards consideration should be given to looking at GDPR compliance & also a move towards Carbon neutrality

**13 Chairman's report –** Councillor Swiers thanked the Clerk for her efforts with regards to the Councils response to the death of HRH Prince Philip & also congratulated her on the completion of the ILCA – Introduction to Local Council Administration Level 2 .

Several residents have commented about the requirement for a crossing on Main Street & this is something we will keep requesting.

We have considered holding a Gala in some form this year & further discussion is needed if we are able to do this – there is an offer for an organised fun run with a running club & this would take the form of two routes around the village

**14. Date of Annual Parish Council Meeting –** 4<sup>TH</sup> May 2021 & will be via Zoom due to current restrictions

**15. Annual Parish Meeting Cancellation** – It was felt that due to the ongoing Pandemic situation that it would be difficult for members of the public to attend via media platforms & so the decision was made to cancel this years meeting. A lot of other Councils were also doing the same.

**16. Defibrillator update** – now waiting a new box as this is the right piece of equipment, the box will cost approximately £500. It was resolved that Councillor Kelly orders the required box.

**17. Donation to HRH Prince Philip Charity** – The Clerk has researched this & we are not allowed to make a donation to a charity using public money

**18. Planning Committee** – Councillor Hudson reported that there was a revised layout for the Barrett's estate on Church Lane with different house types & drainage. Some cottages that were stone faced & single storey only were due to be built in front of the church. A planning meeting needs to be held to discuss this further. It was **RESOLVED** that a meeting of the committee be held.

Councillor Bell stated that he & Councillor Hudson had been out to the Persimmon site where the road calming island is & measured the carriageway distance to the island & that they feel it is dangerous due to the speed that vehicles approach it & it's current width.

Councillor Swiers stated that they had wanted a wider road but this was turned down , the 30mph signs have now been moved but this needs to go back to Highways as the similar island was turned down near the school previously for the same reason.

Councillor Hudson stated that it was hair raising to watch elderly people trying to cross the roads in Cayton now due to the volume & speed of traffic.

### **19. Village Maintenance Committee**

a)Councillor Poor reports that the grass has been cut & the weeds sprayed by Scarborough Borough Council .

He was continuing to research who is responsible for the tree at Mount View but it is on private land & therefore not an issue for the Parish Council, however he will try to assist the residents to come to an agreement

The signpost & notice board at The Post Office needs moving & swapping round. It was **RESOLVED** that Councillor Poor will contact Mr Swiers to arrange when they can do this.

b) Church Path - Councillor Green is to email the Vicar to further discuss the path

c ) Bell Tower – The Clerk reports that we are still waiting on a second quote for the work on the Bell Tower but it looks as if there will be a need for a further engineers report. Councillor Swiers asked if a Scarborough Borough Council engineer could take a look & it was **RESOLVED** that Councillor Green take this forward.

d) Risk assessments – these are on-going with Councillor Poor & the Clerk. It was **RESOLVED** that arrangements be made to have a yearly check on play equipment & The Clerk to book this. It was also **RESOLVED** that Councillor Petts will check the Jackson Close equipment each week & that Councillor Hudson will check the Green belt play equipment & report back to the clerk each month. This needs to take the form of a written check with a date.

e) Bin provision Church Lane / Osgodby Lane – It was **RESOLVED** that the Clerk will approach County / Borough to request this

f) Concerns re the Salting Shed – It was **RESOLVED** that the Clerk ask Mr Swiers & Councillor Poor to look at the shed as a matter of urgency

Date and time of Next Village Maintenance Meeting is to be arranged for June.

## 20. Recreation & Amenities Committee

Councillor Liley gave a report on the work of the recreation and amenities committee. The following issues were noted:

- a) Thanks to the Clerk for recruiting volunteers to deliver the Cayton news & to all volunteers for assisting
- b) Plans are in hand with regards to the firework event & a further discussion is required as to whether this meeting goes ahead
- c) Thanks given to Councillor Hudson for sourcing a bench for Hartford Road & to Councillor Green for the renovation of said bench

Date of next Recreation and Amenities meeting to be confirmed.

## 21. Finance

It was **RESOLVED** to consider the minutes of the Finance Committee meeting held on 14th 2021. It was **RESOLVED** to approve the 14<sup>th</sup> April 2021 payments schedule totalling as follows:-

### CAYTON PARISH COUNCIL

#### Accounts due for payment 14th April 2021

Payee	Nett	VAT	Gross	
OneCom			£45.31	DD
Rent			£30.00	s/o
Staff costs - wages, HMRC	£711.68		£711.68	48hrs plus 21.5 hours O/T
Viking	£9.49	£2.48	£14.87	Broom including 2.90 delivery
Allotments deposits x 3	£60.00		£60.00	Steve Barber, Joe Westwood &
SLCC	£25.00	£5.00	£30.00	FROM 2020 CONFERENCE
Walkers & Co	£30.00	£6.00	£36.00	Quarter charge for payroll
Wilson Gardening	£60.00		£60.00	for 9th & 23rd March Milleniu
NEST pension	£5.75		£5.75	
YLCA	£727.00		£727.00	Membership
Scarborough Borough Council	£206.96	£41.39	£248.35	Litter Bin servicing
Core Concept Computer Services			£90.00	Rectification of compromised
Baker Printer	£150.00		£150.00	Newsletter

Total £2,208.96

Transfer Nil

**22.EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED** 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.

The recording of the public meeting ended & a confidential discussion was held with regards to applications from potential new councillors.

**23.Time & Date of the Next Meeting**

It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on Tuesday 18<sup>th</sup> May 2021 at 7pm by Zoom.

***Meeting closed at 9.30pm***

Chairman’s Signature.....

Date.....