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**DRAFT** Minutes of the meeting of Cayton Parish Council held on Tuesday 16<sup>th</sup> November 2021 at 7.00pm at The Jubilee Hall , Main Street, Cayton

**Present :** Councillor Swiers (Chairman), Councillor Hudson, Councillor Caygill, Councillor Liley, Councillor Green, Councillor Petts, Councillor Grundy and Clerk, Gill Armstrong.

**In Attendance:** County and Borough Councillor Swiers, Borough Councillor Green,

1. **Notice of meeting** – It was **RESOLVED** that the meeting was being held in accordance with the correct schedules.

**Councillor Swiers requested that a minutes silence be held prior to the meeting in remembrance of two residents who had recently passed away, Mr Bob Cowton and Mr David Crane.**

2. **Apologies and Reasons for Absence**

Apologies received from Councillor Poor and Councillor Southward both apologies accepted.

3. **Declarations of Interests** – Councillor Liley and Councillor Swiers both declared an interest on the payment schedule.

4. **Public Participation** – No members of the public present

5. **Meeting of Cayton Parish Council held 19<sup>th</sup> October 2021** – It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 19<sup>th</sup> October 2021 as a true and accurate record. Proposed by Councillor Caygill and seconded by Councillor Petts. The Chairman signed the minutes.

6. **Correspondence** – A message to the Facebook page has been received from a resident in relation to over flowing bins. It was **RESOLVED** that the Clerk put a notice out on Facebook to ask residents to report on the official link to SBC if this is a regular issue. An email has been received from a family who wish to place a plaque onto a bench or replace a bench at Cayton Bay , it was **RESOLVED** that the Clerk speak to the family and offer two sites of current benches .

A number of comments have been received in relation to the successful Halloween party and also that residents would be happy to pay a small amount to attend.

A complaint has been received from a resident with regards to a tree on Penton Road which is situated on land belonging to Highways. It was **RESOLVED** that the Clerk makes contact with Highways and request an urgent assessment of this particular tree as well as others at the Camp Site and Millennium Gardens.

A resident has made contact with the Council in relation to excess noise coming from McCains during the night. This noise has woken members of the family and also the smell has become worse. This was agreed by Councillor Petts who had also noticed the same. The resident has attempted to contact McCains but with no joy and is now considering

leaving the village. It was **RESOLVED** that the Clerk write a letter to Environmental Health asking for an urgent assessment on the noise through the night.

7. **Police Matters** – The monthly report had been circulated to members. NYP will be holding Police surgeries at the Jubilee Hall on the first Thursday of the month 11am to 1pm.

8. **Reports from Borough & County Councillors**

**County** – Councillor Swiers reported

Local Government re- organisation proposals will be published soon for all areas. Main office will be in Northallerton but with hubs in 6 areas.

- The County covid cases are second highest in our area, 1280 people have passed away in the last 12 months linked to covid in the area.
- There is a PCC election in 10 days time with new candidates
- Councillors have had a 2 hour mental health input with regards to issues from Covid and the need to signpost people for help.
- There is discussion at the moment if Parish Councils should have to pay for their elections when they are held at the same time as Unitary ones
- She reported concerns that Scarborough, Craven and Harrogate Citizens Advice Bureau would be merging and the service closed for 10 days over Christmas.

**Borough** – Councillor Swiers reported on the following:

The Council has passed a gambling policy to protect vulnerable persons and prevent crime & disorder.

- The Argos development has not come to Planning yet
- SBC have bought Pavilion House.
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**Borough** – Councillor Green reported on the following:

The bunker has finally been removed at Cayton Bay as it was dangerous.

- The Surf shop is being altered and estates have been asked to provide extra car parking spaces which may reduce parking on the old road. SBC don't seem to want to do anything to improve the path down to the beach.
- The planning has gone through for the Barratts development despite Cllr Green and Swiers putting up a robust fight for change and asking many unanswered questions. It was a disappointing unanimous decision.

9. **Clerks Report** – Nothing further to report

10. **Chairman** – Cllr Swiers expressed her thanks to the other Councillors after she was taken ill after the last meeting.

11. **Cayton News** – The Clerk reported that the Cayton News is in print, it has been very difficult to reproduce due to the way the adverts were saved on the computer. Basics Plus has done a great job of working with what we gave them and at the next edition in April we can update how we have stored the adverts. This has meant that the team have had to work for two days on the magazine that was not initially budgeted for in the original quote but the Clerk feel s must be paid for. It was **RESOLVED** for this to be paid and any extra expense to be recompensed. Cllr Liley reported there will be some areas to still deliver to that are slightly out of the way.

12. **Planning Committee** – Councillor Hudson reported on the Councils response to two applications received, one at Killerby and one on Spring Gardens and a letter was sent to planning at SBC regarding this..

13. **Village Maintenance Committee** – Councillor Poor emailed the meeting to ask for ideas for work that the Community Payback Team could complete and for it to be passed to the Clerk to collate.

Date and time of Next Village Maintenance meeting 7<sup>th</sup> December 2021 at 7pm

**14. Recreation & Amenities Committee** – Councillor Liley reported on the following:

- Thanks given to Cllrs Petts and Grundy for their great work at the Halloween party.
  - Tickets for the 2 sittings of the Christmas Parties are live in Eventbrite
  - West Division Rangers are to wrap all the selection boxes at Wreyfield Drive on 6<sup>th</sup> December.
  - Christmas Trees: Volunteers are required to assist on Saturday 4<sup>th</sup> – it was **RESOLVED** that the Clerk split the delivery between the Star and another address to keep the trees safe prior to putting them in place. Mr Swiers is awaiting delivery of the lights.
  - Decorated property competition all in hand
  - Carol singing: The Clerk is to ascertain if we can donate food as the SA has not returned a letter for SBC and a street licence.
  - Craft Fair is all in hand and the Clerk has the application forms for stalls
- Date of next Recreation and Amenities meeting to be confirmed.

**15. Finance –**

a) Council Caygill reported on the bank balances and payments.

b) It was **RESOLVED** to approve the minutes of the Finance Committee Meeting held on 4<sup>th</sup> November 2021 as a true record.

c) It was **RESOLVED** to approve the November 2021 payments schedule totalling as follows;

| Nov 21 Accounts due for payment     |           |         |           |   |
|-------------------------------------|-----------|---------|-----------|---|
|                                     | Nett      | VAT     | Gross     |   |
| OneCom                              | £35.95    | £11.40  | £47.35    | DD  |
| Rent                                | £30.00    |         | £30.00    | Rent SO   |
| Staff costs INC hmrc & NEST         | £792.75   |         | £792.75   | net wage paid via BACS, tax and NEST paid via d/d |
| YLCA                                | £60.00    |         | £60.00    | BACS - webinar                                    |
| Gill Armstrong                      | £20.00    |         | £20.00    | Chair   |
| Viking                              | £36.84    | £10.20  | £47.04    | BACS-Stationary                                   |
| Wilson Garden services              | £90.00    |         | £90.00    | BACS - oct/nov grass cuts                         |
| slcc                                | £120.00   | £24.00  | £144.00   | filca   |
| Rhona Liley                         | £79.38    |         | £79.38    | halloween food                                    |
| Yorkshire Moors Christmas Trees Ltd | £260.00   |         | £260.00   | xmas trees  |
| Scarborough Borough Council         | £215.06   |         | £215.06   | COMMERCIAL WASTE                                  |
| Walkers Accountants                 | £30.00    | £6.00   | £36.00    | payroll   |
| Scarborough Borough Council         | £53.60    | 10.72   | £64.32    | Litter pickers K.Scarb Tidy                       |
| Jonathan Dyer                       | £84.00    |         | £84.00    | George Wilson beds                                |
| Roberta Swiers                      | 191.67    | 38.33   | £230.00   | Christmas Selection boxes                         |
|                                     |           |         |           |   |
| Total                               | £2,099.25 | £100.65 | £2,199.90 |   |

Transfer NIL

d) The Clerks 12.5 overtime was accepted for this month.

e) The Clerk presented the draft budget initial document and informed the Council that she had completed the FilCA through the SLCC as requested. The Firework event was discussed as it forms a large amount of the budget and consideration was needed as to whether this event continues due to a number of issues. It was

**RESOLVED** that this decision be made at the next Full Council meeting and the budget reduced accordingly if required.

Next meeting: Thursday the 9<sup>th</sup> December at 11a.m. 2021.

16. **Jubilee Hall Bell Tower** – It appears that we are at a standstill awaiting further clarification from SBC as to what is now required , it was **RESOLVED** that the Clerk make contact with SBC urgently due to the need to make provision in the next budget for extensive work if needed.
17. **Locality Budget** – NYCC have sent the paperwork to Cllr Green to complete for his part of the locality budget. It was resolved previously that the Clerk order a door entry camera but it is proving hard to work out what would be suitable at this time and further research is needed. Both Cllr Swiers and Cllr Green have £1000 to put towards access ramps for the Jubilee Hall and it was **RESOLVED** that the Clerk make enquiries as to who could do this work. Cllr Swiers asked for further ideas to be put forward at the next meeting and further consideration to be given on obtaining Speedwatch equipment, Cllr Grundy repeated that volunteers were still required or the scheme is not feasible.
18. **Community Land Update** – Cllr Green reports that we are just waiting on the transfer of the land now and the SBC lawyers are in talks with Barratts to get that done.
19. **EXCLUSION OF PRESS AND PUBLIC** – Required and article regarding a matter raised discussed by all in attendance
20. **Time & Date of the Next Meeting**  
It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on **Tuesday 14<sup>th</sup> December 6.30pm 2021.**

**Meeting closed at 10pm**

Chairman's

Signature.....

Date.....