



Cayton Parish Council

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

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13/03/23

To All Members of Cayton Parish Council,

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday 21st March 2023 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 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.

4. 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).

5. Meeting of Cayton Parish Council held on 21st February 2023

- a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 21st February 2023 as a true record of the meeting including amendments to January 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/ Complaints / Concerns Received-

- a) Email received from Australia
- b) Letters received at previous meeting
- c) Caravans on old Filey Road
- d) Parking on Chapel Lane

8. Reports form Borough and County Councillors. - To receive verbal reports from NYCC and Scarborough Borough Councillors:- Cllr Swiers and Cllr Green

9. Chairman's report – Cllr Swiers

10. Planning Committee

- a) To receive a verbal report from Cllr Swiers, 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 Boak, Chairman of Village Maintenance
- b) Community Payback work schedule
- c) Decision to be made in relation to a tree being planted in memory of Bob Cowton – Cllr Swiers
- d) Noticeboard at Cayton Bay – decision to be made on renovation or renewal
- e) Next meeting date and time to be confirmed

12. Community Land / Open Space

- a) To discuss any update on progress and make decisions where required for Community Land
- b) To discuss any update on progress and make decisions where required for Open Space

13. Jubilee Hall

- a) To discuss any update on progress and make decisions where required in relation to Bell Tower.
- b) To discuss re valuation of hall and 5 year inspection, to make decisions where required on engagement of services.

14. Recreation and Amenities Committee

- a) To receive a verbal report from the Clerk relating to events and Committee matters
- b) Gala 2023 – To discuss risk assessment required and decisions on bookings to be made where required
- c) Coronation 2023 – To discuss bookings and purchases required and make decisions where required.
- d) Sand Art – Update in relation to Osgodby Parish Council and further decision to be made on project finance
- f) Next meeting date and time to be confirmed

15. Finance Committee

- a. To receive a verbal report from Cllr Caygill Chair of Finance relating to bank balances.
- b. To approve the March Schedule of payments
- c. To approve Clerks overtime for Feb / March 9 hours
- d. To make decision on appointment of internal auditor
- e. Next meeting date and time to be confirmed.

16. Vexatious Complaints Policy – To discuss draft policy provided by Clerk for adoption in May 2023

17. Menopause Policy – To discuss draft policy provided by the Clerk for adoption in May 2023

18. VAS signs – to make a decision on a way forward in relation to purchase or use of equipment

19. Dates for annual meetings – To confirm the date for the Annual Parish Meeting and the Annual meeting of the Parish Council

20. 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.

One confidential item to be discussed

21. Time and Date of the Next Meeting Tuesday 18th April 2023 at 7.00pm