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**DRAFT** Minutes of the meeting of Cayton Parish Council held on Tuesday 16<sup>th</sup> May 2023 at 7.00pm at The Jubilee Hall , Main Street , Cayton

**Present :** Councillor Boak(Chairman) , Councillor Swiers, Councillor Liley, Councillor Petts, Councillor Lockyer, Councillor Tomlinson-Hall, Councillor Shasanya.

**In Attendance:** County Councillor Swiers, plus 2 members of the public.

***Prior to the start of the meeting Councillor Boak read out an address to King Charles III. Councillor Boak also thanked Councillor Swiers for her hard work as long standing Chair of the Parish Council for many years.***

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:** Cllr Bentley due to work commitments
3. **Declarations of Interests:**
  - a) To note declarations of interests not already declared under members' code of conduct or members register of disclosable pecuniary interests.  
  
It was **RESOLVED** to note declarations of interest from Cllr. Liley, Cllr Swiers and Cllr Tomlinson Hall - agenda items 14
  - b) To approve dispensation requests. None received.
4. **Public Participation:**

Member of the public raised issues relating to the ongoing building works on Church Lane including the road plan and proposed one way system between Limekiln Lane and Main Street. Member of Public directed to NYC Highways and also NYC Planning as CPC has no jurisdiction over such matters.

Cayton in Bloom representative informs meeting that planters and baskets will be in place around end of May and request that NYC also water the planters. The Clerk will request this but it isn't likely that they will undertake the extra duty.
5. **Meeting of Cayton Parish Council held 21<sup>st</sup> March 2023:**
  - a) It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 18<sup>th</sup> April 2023 as a true and accurate record. The Chairman signed the minutes.
  - b). **Matters arising from the minutes:** Tree has been purchased in memory of Bob Cowton
6. **Police Matters:** Nothing to report

## **7. Correspondence/ Complaints / Concerns Received:**

A number of complaints have been received in relation to the changes to the number 10 bus service from EYMS. These are being collated by the Clerk and it was **RESOLVED** that contact is made with them to discuss resident concerns and also for Cllr Petts to get the concerns from Pinder School.

A letter has been received from a resident requesting clarification on the numerous 106 funding allocations that the Parish should have access to. Councillor Swiers and Councillor Boak both update the meeting as follows:

In relation to the 106 monies for the St Johns View development – there will be £47,107 available once 80% of the homes are occupied which will be some time off yet. This cannot go to Eastfield and BDW must pay it to NYC and then to CPC, it is earmarked for the sporting facilities at the Community Land on West Garth.

The Cayton Meadows money which was allocated to Jackson Close was agreed to be given to Cayton by SBC prior to the Unitary changeover. This money is to be used to update the Jackson Close play area and was paid to SBC in June 2022, NYC are unsure of the correct release procedures and this is being chased by Cllr Boak.

With regards to the Osgodby development, Cllr Swiers has already spoken out at planning and ring fenced this money to our area which was agreed in the planning meeting.

## **8. Report from County Councillor**

### **County Councillor Swiers reported:**

- Transition has gone well with a lot of staff staying in roles
- NYC is committed to keeping face to face contact and also has one number now to enable easier contact.
- In reducing Councillors from 350 to 90 the Council will save £750k
- A local plan is being devised that will cover the next 4 years in County
- Officers are looking at surplus properties within the area to make sure they are being utilised well
- £450k has been spent on the fantastic refurbishment of Scarborough Library which will make a real difference to local people and the services on offer
- Two more bars are being built at the Open Air Theatre however these are having to be built over the water.
- Money is coming from the Government for the long overdue regeneration of the Railway Station; the entrance will be on the Westwood side with the taxi ran at the back. There are some concerns over the junction at Plantation Hill but this is being considered currently. Developers wanted a water feature where the bus stops are but this was refused
- Cllr Swiers has purchased a VAS sign as discussed previously for the Parish, from her locality budget and CPC can go ahead and order the second as also previously agreed.

## **9. Chairman's report:**

Cllr Swiers as outgoing Chairman thanked everyone for their hard work for the Coronation and that she had received a lot of positive comments about the events and also the mugs handed out.

- 10. Planning Committee:** – Cllr Swiers reported that Councillors had visited an address on Mill Lane and there were no objections to the plans. The Councillors request lanyards are ordered as previously agreed so as to have identification when visiting residents. Cllr Boak will ascertain if NYC can provide this service whilst the Clerk gets costings.

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

- a) Cllr. Boak as the outgoing Chairman of this committee reported that the signage had been put up on Shelley Close Field, other signs are to go up in the village about dog fouling. The cut grass in the cemetery is being left all over the grave stones which is distressing for some family members having to clear it away , the Clerk has added this to the list for Chris Roe in relation to other parks related matters that have arisen. Cllr Swiers is to speak with Highways to see if there is a possibility of the Greenbelt being re-named in honour of the King. The Clerk suggests that Cllr Shasanya as the new Chairman of this committee arranges to look at the whole of the Coulson Drain with Mr Smith from Main Street who monitors the water flow voluntarily.
- b) The Clerk reported that the Community Payback Team will continue with the work at the allotments and also clearing the Millennium Gardens flowerbed and weeding work in the cemetery.
- c) Next meeting is the Thursday 8<sup>th</sup> June 2023 at 8.00pm

## **12. Community Land – Open Space :**

- a) Community Land - No reply has been received to the Clerk from an email sent to the solicitor or Nick Read at NYC since it was sent on 210323 , a chaser email was sent and no reply has been received from that either. It was **RESOLVED** that the Clerk sends a further email and cc both David Walker and Fiona Casson into this email.
- b) The Open Space transfer on Main Street has now been passed to the new Unitary Council due to long term staffing issues with SBC prior to change over. No further update has been forthcoming and the estates department have informed the Clerk that they have a resource issue at this time. It was **RESOLVED** that a further email be sent and cc'd to Kerry Metcalf also for an update as to how to now proceed.

## **13. Recreation & Amenities Committee**

- a) The Clerk thanked all Volunteers and Councillors for their continued support at events, the drop in continues to flourish and now has its' own bank account to enable applying for funding. Councillor Petts thanked all Councillors and Cllr Shasanya for overseeing the Committee in her absence.
- b) Coronation - . The events were a great success and thanks were given to all Councillors and volunteers for their work to ensure that things ran smoothly. Cllr Swiers and Cllr Liley were thanked for the planting up of the CPC planters in red white and blue, it was noted that one tree was removed by unknown persons.
- c) Fun Run – Water supplies have been sourced from Tesco, Cllr Boak to update the risk assessment. The Clerk will put a call out for volunteer stewards.
- d) Date of next meeting Thursday 8<sup>th</sup> June 2023 7pm

## **14. Finance**

- a) The Clerk reported the current financial information related monies held in the absence of the Finance Chairman, Councillor Bentley
- b) Schedule of payments reviewed: It was **RESOLVED** to approve the May 2023 payments schedule totalling as follows:

May 23 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£35.95	£11.40	£47.35	DD
Staff costs INC hmrc & NEST	£1,652.00		£1,652.00	net wage paid via BACS, HMRC and NEST paid via d/d. Includes 40 O/T
Gill Armstrong	£274.44	£54.89	£329.33	Irton plants for coronation
John Tomlinson Hall	£70.00		£70.00	Coronation décor
Gill Armstrong	£29.97	£4.67	£27.97	Chair risers
Jonathan Dyer	£265.69	£17.14	£282.83	George Wilson beds and planting
Roberta Swiers	£31.50		£31.50	Coronation competition books
Rhona Liley	£4.17		£4.17	Coronation activity equipment
Gill Armstrong	£6.60		£6.60	Stationary
Wykeham Mature Plants	£150.00	£30.00	£180.00	MEMORIAL TREE
William Birch & Sons Ltd	£22,414.16	£4,482.83	£26,896.99	Bell Tower
David Wilson	£70.00		£70.00	Millennium Gardens x 2 grass cutting
Zurich	£2,176.09		£2,176.09	Parish Insurance
ICO	£40.00		£40.00	Data protection renewal fee
Claire Boston	£126.00		£126.00	Professional services 030523
Total	£27,346.57	£4,600.93	£31,940.83	
Transfer	£25,000			

- c) It was **RESOLVED** to accept the Clerks 40 hours overtime for April/ May plus 8 hours added to her TOIL schedule
- d) The Auditor has recommended 4 signatories including the Clerk so that the system is objective. Cllr Liley is attempting to check her status as a signatory with Barclays but they are very long winded at dealing with anything. Cllr Bentley has the mandate form to complete. Cllr Swiers is already a signatory.
- e) The audit process went well and overall the auditor was happy with the Parish Financial arrangements, report is expected in June which will then go to the external auditor.
- f) The next meeting is on Thursday 8<sup>th</sup> June at 10.00am

**15. Co-option requirements:** It was **RESOLVED** that the Clerk should contact NYC to start the Co-option process

**16. EXCLUSION OF PRESS AND PUBLIC**

No requirement

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

It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on Tuesday 20<sup>th</sup> June 2023 at 7pm at The Jubilee Hall.

**Meeting closed at 8.45 pm**

Chairman's Signature:.....

Date:.....