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**DRAFT** Minutes of the extraordinary meeting of Cayton Parish Council held on Tuesday 18<sup>th</sup> July 2023 , 7.00pm at The Jubilee Hall , Main Street, Cayton

**Present :** Councillor Boak (Chairman), Councillor Swiers ( Deputy Chair), Councillor Liley, Councillor Petts, Councillor Shasanya, Councillor Hall and Clerk, Gill Armstrong.

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 being out of area for a short time , accepted. Cllr Lockyer due to holiday – accepted.
3. **Declarations of Interests** – None
4. **Co-option**- One members of the public who had formally applied for the position of Parish Councillor for Cayton Parish, within the advertised time scale, was officially co-opted to the Parish Council. The person was co-opted by way of a proposer- Cllr Petts and a second (Cllr Shasanya). They accepted their office and are as follows: Linda Hurst.  
The new Councillor signed the declaration of acceptance of office which was witnessed by the Chairman of the Council and the Clerk.
5. **Time and Date of next ordinary meeting -** It was **RESOLVED** that the next ordinary meeting of Cayton Parish Council will be held on Thursday 20<sup>th</sup> July 2023 at 7.00pm at the Jubilee Hall, Main Street, Cayton

**Meeting closed at 6.50pm**

Chairman's

Signature.....

Date.....