



## Cayton Parish Council

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

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### To All Members of Cayton Parish Council,

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday 20<sup>TH</sup> August 2024 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**

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### 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 receive apologies for absence and consider the reasons for absence.
3. **Declaration of Interests**
  - a. To receive Councillors declarations of interest not declared under Code of Conduct or members register of disclosable pecuniary interests.
  - b. To receive dispensation requests.
4. **Public Participation** - To receive and hear any person who wishes to address the council. 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). No resolutions can be made on points raised that are not otherwise on the agenda
5. **Meeting of Cayton Parish Council held on 16<sup>th</sup> July 2024**
  - a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 16th July 2024 as a true record of the 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 Received-**

- a) Request for Council to pay retrospectively for De Fib pads
- b) Request for information relating to injury at Cayton Playing Fields Association play area
- c) Concern relating to overgrown drainage ditch bordering McCains
- d) Any other correspondence received requiring discussion and action to be taken

## **8. Reports from County Councillor.** - To receive verbal report from NYC Councillor Swiers

## **9. Chairman's report** – To receive a report from the Chairman of the Parish Council

## **10. Clerk's report** – To receive report from Clerk including Councillor meeting attendance and any issues requiring a decision by Council.

## **11. Planning Committee-** To receive a verbal report from Chairman of the Planning Committee, relating to current Planning applications received for the Parish

## **12. Village Maintenance Committee.**

- a) Election of Village Maintenance Chair.
- b) Report from Clerk on tasks undertaken over the last month and currently outstanding
- c) Highways concerns – to receive current concerns in relation to Highways issues from members and make resolutions in regard to further actions
- d) Community Payback – to update on current situation with attendance – Clerk
- e) Future maintenance tasks – to discuss who will undertake them going forward
- f) Next meeting date and time to be confirmed

## **13. Community Land / Open Space/Jackson Close Play area**

- a) To receive any update on progress and make resolutions where required for Community Land including reports submitted
- b) To receive any update on progress and make resolutions where required for Open Space including reports submitted
- c) To update Council on 106 progress for Jackson Close play area

## **14. Events Committee**

- a) Report from Chair of Events Committee including recent events and meetings. To make decision where required in relation to these events
- b) Olympic events – to discuss any updates and make decision where required
- c) Next meeting date and time to be confirmed

## **15. Finance Committee**

- a. To receive details of the bank balance, correct as of the 31<sup>st</sup> July 2024
- b. To receive the bank reconciliation for July 2024 and payment schedule for Aug
- c. To receive the Clerks overtime for July/Aug for approval.

- d. External Audit result and confirmation of date of Notice of conclusion of audit
- e. Next meeting date and time to be confirmed

**16. Co-option** – To make a decision on co-option and recruitment

**17. EXCLUSION OF THE PRESS AND PUBLIC**

Members to consider excluding 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.

**18. Time and Date of the Next Meeting** Tuesday 17<sup>th</sup> September 2024 at 7pm