



DRAFT Minutes of the meeting of Cayton Parish Council held on Tuesday 20th August 2024 at 7.00pm at The Jubilee Hall , Main Street , Cayton

Present : Councillor Boak- Chairman, Councillor Swiers- Vice Chairman, Councillor Lockyer, Councillor Cranston, Councillor Liley, Councillor Hall and Clerk, Gill Armstrong

In Attendance: County Councillor Swiers

Prior to the meeting Cllr Boak read a tribute to long standing Cayton resident Brenda Weallans who had recently passed away

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:** None , Councillor Bentley not in attendance
3. **Declarations of Interests:**
 - a) None received
 - b) None received
4. **Public Participation:** None in attendance
5. **Meeting of Cayton Parish Council held 16th July 2024:**
 - It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 16th July 2024 as a true and accurate record. The Chairman signed the minutes.
 - **Updates as follows** : Animated Objects will be attending the Jubilee Hall on the 3rd October for the prep for Scarborough Sparkle.
 - The Clerk has visited the grassed area near the residents car park on West End View that is very over grown, a resident suggested that it is her piece of land , the Clerk will confirm this as she refused assistance and there is concern regarding not only the appearance but vermin in the area.
 - The flowerbed on the Greenbelt is now under the control of the Parish Council and it has been cleared by David Wilson.
6. **Police Matters:** All members have received the latest report sent early due to leave
7. **Correspondence Received:**
 - Email received from the CPFA requesting an invoice is paid by the PC relating to defib pads now that we have taken it over. However this was a retrospective invoice from June that had already been paid by the CPFA and from a date prior to the request to transfer guardianship over. This request was declined.
 - Two members of the public have complained about the George Wilson left hand bed and this has been brought to the attention of the gardener
 - A member of the public wrote to the PC stating he was informed that the wooden play area at the CPFA belonged to either the PC or NYC and his

child had recently been injured using it. Informed that the PC had no control over the area and that it belongs to the private members association.

- An email received relating to the overgrown ditch between Jacksons Close and McCains, the Clerk and Cllr Swiers met with management from McCains at the location and they are now assisting the resident. It is noted that residents should not clear the bankings as this can cause erosion and also there are sensors on the ditch that alert if there is a deluge.
- NYC have been in touch re the Lets Talk Rubbish campaign and suggesting printing off surveys for residents but they are 17 pages long so the Clerk has invited them to attend Drop In.
- Numerous messages received to the Clerk and all Councillors re the road works on Main Street- all directed to NYC , most had not read the full information and noted that the works were to be completed on a rolling basis. Some messages were aggressive in nature and this is to be monitored as not the first time.
- Complaints have been received by residents living on Main Street who are getting blocked in their drives by people collecting children from school and also people visiting the shop including large wagons. The Clerk will let school know and also will put some signage up nearby, one resident has made contact with NYC who are re doing the yellow lines.

8. Report from County Councillor –

- Councillor Swiers reports that she has received numerous complaints regarding parking on West Garth when there is an event at the CPFA, recently buses were not able to get along West Garth again and had to reverse back up and turn round. Residents are informed to report directly to the Police at the time so that it can be rectified.
- Barratts have been spoken to in relation to the hedging on Church Lane which is encroaching the Highway
- In relation to the landslip on the drain bordering Fieldside, BDW have been out as reported but then nothing further has been done. Cllr Swiers and also the Clerk have separately emailed BDW to move this along and express concern that recently two children were playing in the ditch not to mention the loss of fencing keeping people out and also the land degradation itself. They will both email other people in BDW to chase up as it is not acceptable.
- The overnight sleeping restriction for motorhomes will come into place in September on the Old Filey Road as an 18 month trial

9. Chairman's report –

- Councillor Boak thanks to all councillors that have been involved in the planning for and execution of recent events in the parish.
- I'd like to take this opportunity to offer our condolences to the friends and family of Brenda Weallans. Brenda was a much loved member of the parish and will be deeply missed at the church and the Thursday community drop-ins
- Having been part of the massive changes happening at North Yorkshire Council I understand the benefits that they will bring in the future to the parish. However, as a resident of the parish I have become increasingly frustrated at the lack of 'interest' shown by the unitary authority on issues that affect the parish. A lack of communication and action when reporting highways and maintenance issues, lack of any form of response to website maintenance queries and un-sympathetic repairs to street furniture, amongst other issues. This cannot be allowed to continue, I for one cannot wait to meet the newly appointed Parish Liaison Manager to discuss how we, together can get better quality services and outcomes for our residents.

- Councillor Shasanya asked me to pass on his thanks to you all for helping him in his time as a councillor. Whilst we now have 2 vacancies for councillors this potentially places a greater burden on all of us to try and give even more, simply to maintain the status quo. Not ideal I know, but there are options available to us to alleviate some of the responsibilities until we decide of councillor levels.

10. Clerks report –

- The Clerk reports concerns re Councillors not attending meetings and no apologies are given; this causes issue if a meeting is not then quorate and also reminds Council about the amount of prep that goes into each meeting.
- A request is submitted to working from home on a Wednesday that is accepted, the office is only open 4 hours on that day so no issue and the Clerk will alter the advertised office hours. This is flexible and if required she can be in the office, especially the Wednesday after full council. To review in October

11. Planning Committee: –

- Cllr Swiers reports that the group considered applications at East Carr and Cayton Bay and both were acceptable with no issues noted.
- A McCain's development had no issue either but a comment submitted that in future industry submissions should be delegated to a local officer.
- The historic Surf shop plan at Cayton Bay is to be refused by NYC at this time.

12. Village Maintenance Committee:

- a. Cllr. Boak is nominated and seconded as Village maintenance Chair after the resignation from Council by Cllr Shasanya.
- b. The Clerk reports that tasks undertaken include weeding of the verges over 3 days, Mr Swiers has cut brambles back from Jackson Close play area and along with Cllr Swiers has cleared the overgrown bushes at the recycling bins. Cllr Liley has cleared some of the planters and an assessment has been done in the Churchyard . Tasks outstanding include a fence to repaint on the Pastures – Cllr Boak will attend after the 1st , a branch to cut up in cemetery, brambles on Mill Lane – Mr Swiers to attend, risk assessments to be done weekly on Jackson Close will be taken over by Cllr Lockyer, Coulson Drain to be monitored as previously arranged – Cllr Lockyer will also take this on from Cllr Shasanya.
- c. Highways – roadworks already discussed and issues on West Garth
- d. The Clerk reports that Community Payback will be returning more regularly and have sited the two new benches plus sorted the Church path as a priority. They will continue with weeding.
- e. It was **RESOLVED** to email Bryan Walker in relation to the replacement light in Millennium Gardens as the original shade has been replaced with something that looks out of character. Future tasks will need to be assessed as Councillors are not able to undertake a lot of maintenance work for various reasons. Consideration will be given to employing some form of Village caretaker as new developments are built especially and the Clerk will continue to get info from other Councils relating to the same. It is noted that there will be cost implications re maintenance and so it is important that we clarify who has responsibility for things such as the Unitary Council.
- f. Sept 5th at 7pm next meeting.

13. Community Land – Open Space :

- a. Community Land – The Clerk has emailed NYC Planning in relation to the non-compliance of duty for BDW and clarification on the ditch boundary. Nothing has been done in relation to the current state of the ditch . No reply has been received from NYC to either email and Cllr Swiers has mentioned this to management who are aware of the emails. A further email is to be sent to Peter Morriss at BDW in relation to the landslip issue.

b. The Open Space – Just awaiting the Unitary Council to transfer the land and is in hand with the solicitors. A donation of £80 was received for orchard trees from a Cayton resident to celebrate his 80th birthday, thanks extended to him.

c. The Clerk reports that both her and Cllr Swiers have met with Matthew Smartt and Sheila Johnson from NYC at the Jackson Close play area which is subject to over £64k of 106 money. There will now be a public consultation on what residents, especially children want in that area, the Clerk will make sure this is put out to a wide audience

14. Events Committee

- Olympics – It has been hard to arrange various activities so we can spread out activities over the coming months. Boccia session is booked and a lot of interest.
- The Children’s activity went well although it wasn’t busy, thank you to the two volunteers who also assisted.
- Events for the autumn and Christmas will be discussed further at the next meeting.
- It was **RESOLVED** that the Clerk would invite Scarborough Lions to undertake the Santa Sleigh

Time and Date of next meeting: 5th September at 8pm

15. Finance

a) The Clerk reported the current financial information related to monies held

b). Bank reconciliation received and Schedule of payments received: It was **RESOLVED** to accept the Aug payments schedule totalling as follows:

Aug 24 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£51.83	£10.37	£62.20	DD Telephone internet
Staff costs INC hmrc & NEST	£1,165.00		£1,165.00	net wage paid via BACS, HMRC and NEST paid via d/d. 7 hours o/t
Pinkney Grunwells	£86.40		£86.40	Regulated searches for open space
Cumbria Clock Company	£195.00	£39.00	£234.00	Church Clock service
West Building Supplies	£22.20	£4.44	£26.64	rubble sacks
David Wilson	£120.00		£120.00	Grass cutting x 2
EasyPC	£64.00		£64.00	Accounts package
Gill Armstrong	£60.15		£60.15	Refreshments Fun Run
pkf littlejohn	420.00	84.00	504.00	External audit
Gill Armstrong	47.89	47.89	47.89	Kids activity crafts
David Wilson	120.00		120.00	
Total	£2,352.47	£185.70	£2,490.28	

c) It was **RESOLVED** to accept the Clerks 7 hours overtime for August/Sept

d) It was reported that the external audit report had returned with no queries, thanks given to the Clerk for her hard work. It was noted that the notice of conclusion of audit was put out on to the noticeboards on the 15th August 2024. The Clerk reports that secure email provision will be a requirement of audit going forward; this has previously been discussed in Council and accepted. After research by the Clerk it was **RESOLVED** to accept the quote from Parishonline to provide a new compliant website and .gov.uk secure email provision for all Councillors. There is also an option for digital mapping at £160 which was **RESOLVED** to add for the first year to assess provision. Cllr Boak enquired if documents would be able to be backed up on the new website and the Clerk will ask about this. Our current provision from NYC has been sporadic and despite them having a contract to provide service this is not being done and is a breach of that contract.

e) The next meeting is on Wednesday 14th August 2024

16. Co-option – It was **RESOLVED** that due to the resignation of Cllr Shasanya that a full campaign of recruitment for the current two vacancies should be undertaken.

17.EXCLUSION OF PRESS AND PUBLIC - No requirement

18.Time & Date of the Next Meeting

The next meeting of Cayton Parish Council will be held on Tuesday 17th September 2024 at 7.00pm at The Jubilee Hall.

Meeting closed at 9.45

Chairman's Signature:.....

Date:.....