



DRAFT Minutes of the meeting of Cayton Parish Council held on Tuesday 15th October 2024 at 7.00pm at The Jubilee Hall , Main Street , Cayton

Present : Councillor Swiers (Chair), Councillor Hall, Councillor Lockyer, Councillor Bentley, Councillor Liley – Vice Chair

In Attendance: County Councillor Swiers and 2 members of the public

1. **Election of Chair –** Nomination received for Cllr Swiers which was proposed by Cllr Liley and seconded by Cllr Hall. It was **RESOLVED** that Cllr Swiers duly take the role of Chair. The Declaration of acceptance was signed by Cllr Swiers and witnessed by the Proper Officer, Gill Armstrong.
2. **Election of Other positions –** Nomination received for Cllr Liley and also for Cllr Lockyer – both proposed and seconded. Due to low numbers on Council they agreed to Cllr Liley taking the role up to the February meeting when Cllr Lockyer will then take on the role as a role share. This was unanimously **RESOLVED**
3. **Notice of meeting –** It was **RESOLVED** that the meeting was being held in accordance with the correct schedules.
4. **Apologies and Reasons for Absence:** None – It was noted that Cllr Karen Cranston had tendered her resignation earlier today and with immediate effect. Council thanked her for her help over the last 12 months and were sad to see her end her role.
5. **Declarations of Interests:**
 - a) To note declarations of interests not already declared under members' code of conduct or members register of disclosable pecuniary interests.
Cllr Swiers at payment schedule and Jubilee Hall, Cllr Liley at Jubilee Hall
 - b) To approve dispensation requests. None received.
6. **Public Participation:** Member of public raised a Finance query for the County Councillor – not a matter for the Parish Council. Also further concern re the drains and the pavement on Church Lane – the Clerk invited the m.o.t.p to a meeting the following day.
7. **Meeting of Cayton Parish Council held 17th September 2024:**
 - a. It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 17th September 2024 as a true and accurate record. The Chairman signed the minutes.
 - b. The Clerk noted the following points on the minutes of September as she was on annual leave and not present – two resolutions were made that were not on the

agenda and therefore unlawful , one being the spending of £418 on decoration for the Jubilee Hall , this is a condition of the lease to the Jubilee Hall Management Committee and not for the PC to pay, the second being the funding of drains clearing at the Jubilee Hall. This does come under the PC however was a role of the Caretaker that is employed by the JHMC and if ha not been done then that is a failing of that committee and in the future this must e kept up with. The Clerk will get a price for the drains to be cleared and it will appear on the November agenda.

In relation to the Finance entry and the misunderstanding re the Clerks wage – the Gross figure is displayed on the payment schedule which is obviously not the amount that the Clerk receives as this includes tax, N.I and pension

8. **Police Matters:** All members have received the latest report

9. **Correspondence Received:**

- a. Emails had been received in relation to the concern re flooding of the highway at Killerby by both the Clerk and the County Councillor. The Clerk has replied to the resident and invited him to the flood meeting tomorrow as agencies are present.
- b. The Clerk has received a grant application from Mr Vasey at Cayton School to purchase new football goals for £298 – it was **RESOLVED** to fund this in its entirety
- c. The Clerk read out a reply to questions relating to the grant request from TLC and recommends it be placed on the agenda for November – **RESOLVED** to do so.

10. **Report from County Councillor**

- County Councillor Swiers reports that the recent speed surveys on Mill Lane have prompted the Unitary Authority to consider a 20mph around the school again with the possibility of Mill Lane becoming 40mph – this is something she has campaigned for over the last 5 years.
- The trial preventing overnight stays on the Old Filey Road starts on 17th November
- She has recently attended the induction of the new Vicar who will cover Cayton – Rev Claire Soderman and has conferences in Harrogate coming up.
- Due to a change of budget the £20 million for Scarborough is now in question
- She will use some of her locality budget for Christmas Hampers for vulnerable people again this year..

11. **Planning Committee:** – A recent plan for Eldin Hall was looked at and no issues found

12. **Village Maintenance Committee:**

- a. Cllr.Lockyer was nominated as Chair for this committee – proposed by Cllr Liley and seconded by Cllr Swiers therefore **RESOLVED** to take the role
- b. Nothing further to add re Highways
- c. The Clerk reports that Payback should be attending most weeks now and asks for any tasks to be sent to her as she has a weekly list
- d. Future tasks – Cllr Liley requests that a new covering is put on the shed roof – **RESOLVED** to complete.
- e. Next meeting is the 14th November 2024 at 3pm

13.**Community Land & Open Space :**

- a. Community Land –No further info has been forthcoming from Barratts in relation to the collapse of the ditch banking and neither has there been a reply from Planning

regarding the planning permission. Cllr Swiers will chase that and the Clerk will again email Barratts

b. It was **RESOLVED** to engage Cllr Hall and Cllr Lockyer in signing the transfer and report on title with Pinkney Grunwells in relation to the Open Space on Main Street.

14. Events Committee

There is no Chair in place due to the resignation of Cllr Cranston – the Halloween party is all organised, volunteers required from 3pm on the Friday to help decorate. The Clerk will loan her large inflatable decs and has purchased the prizes and some new decorations.

Thanks to Animated Objects for inviting Councillors to take part in Scarborough Sparkle and make the lanterns.

The Wreath is on order each year and will need collecting from Ros Fox with the donation - £30 . Cllr Swiers will donate one from NYC for the cemetery.

The Clerk will ask Chris Costigan if he will assist with the trees again this year

Time and Date of next meeting: 12th November at 10.30am

15. Finance

a. Cllr Hall reported the current financial information related to monies held

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

Oct 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
Advanced Trees	£240.00		£240.00	
Viking	£97.01		£105.31	stamps, teabags, wallplanner
Gill Armstrong	£5.99		£5.99	Lantern event
Gill Armstrong	£2.44		£2.44	Community Payback
Dave Swiers	£218.50		£218.50	Water Heater
Gill Armstrong	£57.25		£57.25	Halloween decorations and prizes
SCS Groundscare	5,512.67	1,102.53	6,615.20	Final grass contract payment
West Building Supplies	56.61	11.32	67.93	Maintenance equipment payback
Walkers accountants	45.00	9.00	54.00	Payroll services
YLCA	26.30		26.30	Finance training Cllr Hall
David Wilson	120.00		120.00	West Garth Flowerbed maintenance Oct
David Wilson	120.00		120.00	Millenium Gardens x 2
Total	£7,718.60	£1,133.22	£8,860.12	

- c) It was **RESOLVED** to accept the Clerks 7 hours overtime for September/Oct
- d) It was **RESOLVED** that the next Finance meeting be held on Friday 14th June at 12pm and that dates will be set at each one to fit in with the Clerks work load and Councillors commitments.
- e) The next meeting is to be arranged dependant on Full Council meeting

16.Co-option – It was **RESOLVED** to approve the Clerks leaflet and the very reasonable price to print – the Clerk will look to have delivered

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 12th November at 7.00pm at The Jubilee Hall straight after a co-option meeting.

Meeting closed at 8.46pm

Chairman's Signature:.....

Date:.....