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DRAFT Minutes of the meeting of Cayton Parish Council held on Tuesday 15th November 2022 7.00pm at The Jubilee Hall , Main Street, Cayton

Present : Councillor Swiers (Chairman), Cllr Caygill, Cllr Petts, Cllr Liley, Cllr Shasanya, Cllr Lockyer and Clerk, Gill Armstrong.

In Attendance: County and Borough Councillor Swiers, Borough Councillor Green

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, apology accepted Cllr Tomlinson – Hall , apology accepted
3. **Declarations of Interests** – Cllr Swiers at items 15,16 & 17 , Cllr Liley at item 15
4. **Public Participation** – Confirmation sought in relation to the prize given to the photograph competition winner, The Clerk confirmed receipt. An email has been sent to the Clerk in relation to a request for information and this will be dealt with by way of the Freedom of Information Act, the member of the public has been informed verbally and via email.
5. **Meeting of Cayton Parish Council held on 4th October-** It was noted that Cllr Swiers and Cllr Liley's declaration of interests had been left off the previous minutes but it was confirmed that they had been made..
 - a) It was **RESOLVED** to approve the minutes of the Cayton Parish Council meeting held on 4th October 2022 as a true and accurate record. Proposed by Cllr Caygill and seconded by Cllr Petts. The Chairman signed the minutes.
6. **Police Matters** – nothing to report
7. **Correspondence** – Thankyou card received from King Charles Office in relation to condolences sent. Cayton in Bloom have asked if any Councillors are available for the Santa Sleigh 5th to the 8th December .
8. **Complaints / Concerns received** –a) a concern has been raised about rats in Cayton Bay that have infiltrated the houses, it was **RESOLVED** that the Clerk would make contact with businesses in the area to ascertain if the issue is widespread.
 - b) A resident has made contact with the Parish Office with a concern relating to Scarborough Pirates Rugby Team now having a base at the CPFA and the traffic that this will generate to park plus the attending coaches for home games. It was **RESOLVED** that Cllr Petts would raise this with a CPFA Committee member.

9. Borough and County Councillors reports

County – Cllr Swiers reports that NYCC Chair Cllr Margaret Atkinson had sadly passed away very suddenly. Two planning applications had been reviewed recently for schools in the County and budget settings are currently in progress looking towards the Unitary Council.

Borough – Cllr Green reports that nothing much has happened in the last month however THE Open Air Theatre had a good report in recent media outlets and the bookings for next year are going well with some great acts appearing. The redevelopment of the old swimming pool is no further as the offer to build a new hotel has been refused.

Borough – Cllr Swiers reported that she is was in a Planning meeting last week for houses in Speeton which were accepted and are one of the best plans seen, the houses have been well considered and fit perfectly with the surroundings. There is currently little on committee agendas due to the impending Unitary Council. There was objection to demolishing the little bridge over the North Bay Railway so further work will be needed to maintain it.

Cllr Swiers noted that Trish Kinsella at the Rainbow Centre was retiring after many years and that she would be very much missed as it had been her mission to support everyone in the Borough. A sentiment echoed by the whole Council and the Clerk.

10. Clerks Report – Nothing further to report that isn't already covered.

11. Chairman – Cllr Swiers reported that she was still in touch with Barratts foreman regularly and he has informed her that the next task is for Northern Powergrid to lay pipes from the site to just before The Farrier, it is hoped that the road won't be closed to do this. In January they will be making the new centre turning lane into the St Johns development and will need a road closure at that point probably. Thankfully the work on Limekiln Lane lasted much shorter than first thought and Cllr Swiers offered her thanks to parents dropping and picking up children for , on the whole, their patience. She hopes that lift sharing and bicycle use will continue. She laid a wreath at the cemetery on Armistice day along with 2 other Councillors and she has asked at school if there are any families really struggling that they make contact with her to see what assistance can be offered.

12. Planning Committee – a) Cllr Swiers, chair of the Planning Committee reports that two retrospective plans have been received, one for Mount View and one for Killerby Hall. *STANDING ORDERS WERE SUSPENDED AT THIS TIME BY THE CHAIR IN AGREEMENT WITH MEMBERS AS CLLR. GREEN REQUESTED TO SPEAK-* Cllr Green is concerned that the lights at Killerby Hall are dazzling to road users coming in to the village, concern noted.

13. Village Maintenance Committee – a) Cllr Boak the Chair of Village Maintenance reports that he is aware that a gazebo of some kind has been put up at the allotments and this contravenes the tenancy agreement , it is possible a new shed has also been erected buut the road to the allotments was flooded so unable to get to the field. It was **RESOLVED** that the Clerk would check the tenancy agreement wording and also the site to be checked.
b) It was **RESOLVED** to accept the rise in rental for West End View allotment land from £100 to £115 to SBC. It was also **RESOLVED** to accept Bruntons price for a skip and for the Clerk to ascertain if they would be able to get to the field. It was further **RESOLVED** for the Clerk to get costings for wire fencing to use on the vacant plot.
c) Killerby Cliff signpost is being delivered on Friday and Cllr Swiers will attend the hall on Tuesday to show Community Payback where it is to be sited.
d) The terms of reference will be available for the January meeting
e) The Clerk requested that Councillors send her further ideas for the Community Payback team schedule of work. Cllr Liley suggested that a new regime of bulb planting could be

undertaken and Cllr Swiers asked for the leaves on Main Street to be removed to assist pedestrians.

f) The Clerk requested that she be able to take a training course of cemetery management via YLCA and it was **RESOLVED** that this is accepted.

g) The Clerk asked for clarification on the placement of the second noticeboard and it was **RESOLVED** that the Clerk would check with Highways if permission was needed to put it near the Green Belt on West Garth.

h) The next meeting will be 8th December 8.15pm

14. Community Land / Open Space– a) An email has been received from our solicitors to confirm that the ongoing issues have been sent to Planning for them to look at BDW's responsibilities under the agreed plans and 106 matters for the Community Land.

b) We are awaiting confirmation that the Open Land is to be transferred to CPC

15. Jubilee Hall and Bell Tower – a) One building firm has visited the Hall and has provided a quote, awaiting replies and quotes from other firms.

b) Cllr Petts asked if the masonry at the Jubilee Hall could be moved from the kitchen door as wheelchairs would not be able to leave the hall via the emergency door in the kitchen if needed. Cllr Green will move it to the same place as the other masonry.

c) Hire of the Jubilee Hall – after a meeting last week with the JHMC it was **RESOLVED by unanimous vote** that the office rent would be agreed at £100 per month from £35 a month as it is now and that any events that the CPC wished to put on at the hall would not incur any hire costs. It was reported that one off parties will be charged £1

d) It was **RESOLVED** that the deposit for the replacement door at the Jubilee Hall is to be met by the CPC in the first instance and the full amount is to be funded by Cllr Swiers NYCC Locality Budget. It was also **RESOLVED** to accept the £550 plus vat fitting cost for the new door

e) It was **RESOLVED** that Mr Swiers be asked to source a smoking bin for the rear door similar to the one on the Jubilee Hall and the cost be met by the JHMC

16. Recreation & Amenities Committee –a) Cllr Petts reports that the Drop Ins are going well and thanked Bridgit, Kath and Sue for their continued volunteering.

b) SBC has given the Drop Ins £300 as a Warm Hub and it was **RESOLVED** that the Clerk purchase Morrison's vouchers to use for the food provided as her and Cllr Swiers are the main providers each week. Cllr Swiers declared an interest at this point, this was accepted. The Clerk suggested that a full day of Warm Hub / Drop In is held on the 29th December and this was agreed. Councillors could drop in for a couple of hours at a time if required.

c) The Clerk is awaiting a reply from SBC in relation to the 106 money from Persimmon, it was **RESOLVED** to send a further email.

d) Cllr Petts reported a successful event had been held on Halloween and thanked all Councillors involved.

e) The Christmas Fair is on the 26th November – more tombola prizes are required and we have some spaces for stalls. Stall Holders will be at the hall from 9am and the event is 11am to 4pm, drop in style lunches will be available. The new Santa suit is on the way and the Clerk managed to get it a little cheaper than originally planned. The Christmas parties will be in 2 sittings on 17th December and it was **RESOLVED** that the Clerk will arrange the ticketing via Eventbrite as previously. Each session will be for 50 children only as this also encompasses the accompanying parents and takes the hall to capacity. It was also **RESOLVED** that the Clerk contact Hunmanby Silver Band to see if they are available for the Carol singing on the 14th December as Salvation Army no longer have capacity to attend with a band.

f) Cllr Petts has asked that all Councillors come up with some ideas for next year's Coronation celebrations; she suggested a big community picnic with music and entertainment on the Greenbelt land but further discussion needs to be held after Christmas.

g) The next meeting will be 8th December 7.00pm

Cllr Shasanya left the meeting at 9pm

17. Finance –

a) Cllr Caygill gave a verbal report on the bank balances.

b) It was **RESOLVED** to approve the November payments schedule totalling as follows

Nov 22 Accounts due for payment				
	Nett	VAT	Gross	
OneCom	£35.95	£11.40	£47.35	DD
Rent	£35.00		£35.00	Rent SO
Staff costs INC hmrc & NEST	£1,606.68		£1,606.68	net wage paid via BACS, tax and NEST paid via d/d inc mandatory £1 hour raise back dated at 577.75 hours
Lyreco	£10.09		£10.09	Stationary
S.Taylor and Sons	£1,087.28		£1,087.28	Deposit for JH Door works
Scarborough Coast Trefoil Guild	£50.00		£50.00	Donation for Halloween event
Costcutters	£954.99	£191.00	£1,145.99	Benches paid for by resident
Jonathan Dyer	£128.00		£128.00	george wilson beds
SANTA Costume store	£110.60		£110.60	Santa costume
D.Swiers	£42.00		£42.00	Emergency light kitchen
D Swiers	39.96	£8.00	£47.96	Christmas lights
Yazoo Clothing	76.93	15.39	£92.32	Hoodies
Walker and Co	35.00	7.00	42.00	Payroll
ylca	50.00		50.00	training summer 2022
West Building Supplies	98.52	19.70	118.22	Seats, gate,hall maintenance
Total	£4,361.00	£252.49	£4,613.49	

c) The pay scales for Council employees has been updated after recent agreement with NALC in relation to last years pay rise which is £1925 per person pro rata = £1 per hour back dated to April 1st – for the Clerk this equates to 577.75 hours back pay. Cllr Caygill also reports that a further review of the Clerks role has taken place and that the hourly rate will rise from pay scale 15 to pay scale 20

d) It was **RESOLVED** that the Clerks 4.5 hrs paid hours overtime was accepted for this period

e) The Clerk went through the first draft of the budget with Councillors , a further draft will be presented in December.

The next meeting of the Finance Committee is 11am on 8th November 2022

18. Cayton News Awaiting printing, Clerk will inform Councillors when it requires delivery

19. Cost of living crisis – Cllr Swiers wished to consult with Council to see if CPC were doing enough in relation to the current financial crisis for residents. It was **RESOLVED** that the clerk email Cayton school to offer cpc support to local families and staff if required. Currently we are advertising support via social media and Cayton News plus we have Drop Ins and can monitor the situation.

20.20 mph scheme Cllr Swiers reports that there has been a highways Officer out in the area and that Cayton School is the only school in the County without a 20mph scheme as it goes from a 60mph limit directly past the school , this would require consultation to move the

60mph and she will continue to push for this. It was **RESOLVED** to support this action by a follow up letter from CPC.

21. Crossing on Main Street Cllr Swiers has been in the village with a Highways Officer and has highlighted the issues of residents attempting to cross Main Street, again it is **RESOLVED** that the Parish Council also write in relation to this matter that has been discussed over the years but always refused by Highways.

22. Exclusion of Press and Public – Not required

23) Time and Date of the next meeting - It was **RESOLVED** that the next meeting of Cayton Parish Council will be held on **Tuesday 13th December at 6.30pm**

Meeting closed at 9.45pm

Chairman's Signature.....

Date.....