



Cayton Parish Council

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28/08/2024

To Members of Cayton Parish Council Village Maintenance Committee

You are hereby summoned to attend a Village Maintenance Committee to be held on Thursday 5TH September 2024 at 8pm

GILL ARMSTRONG

Clerk Cayton Parish Council

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 note apologies and approve the reasons for absence.
- 3. Declaration of Interests**
 - To note declarations of interest not declared under Code of Conduct or members Register of disclosable pecuniary interests.
 - To approve dispensation requests.
- 4. Public Participation** – Members of the public can speak for a maximum of 3 minutes each and overall the allocated time is 15 minutes.
- 5. Minutes of last meeting** – Including any updates from Minutes
- 6. Pay Back Team** - to discuss any relevant issues and decisions made on actions required
- 7. Play areas** – to discuss any relevant issues and decisions made on actions
- 8. Risk Assessments** updates on previous actions and allocation of assessments for relevant quarter of year plus details about the Safety culture app to digitise the process
- 9. Grassed areas & verges, trees & hedges** to discuss any current issues including TPO's, issue with tree stock around Parish and grassed areas and to take action where required including overview of the grass contract
- 10. Benches & notice boards** to discuss work needed and actions taken
- 11. Highways & street furniture** to discuss work needed and actions to be taken. Including Grit Bins, rubbish and dog waste bins, roads, paths, signage and street lighting
- 12. Drainage and water courses** – To discuss work needed and actions taken including updates from Flood/Snow Group and issues relating to proposed Community Land, Coulson Drain and related outlets.
- 13. Time & date of the next meeting** – tba