



Cayton Parish Council

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01/06/23

To Members of Cayton Parish Council Village Maintenance Committee

You are hereby summoned to attend a Village Maintenance Committee to be held on Thursday 8th June 2023 at 8.00pm

Gill Armstrong

Clerk Cayton Parish Council

AGENDA

- 1 **Notice of meeting-** to confirm that the Public notice of the meeting has been be 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. **Minutes of last meeting** – Including any updates from Minutes
5. **Terms of Reference** – To agree the Terms of Reference for the Committee
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 if required
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
 - b) **Millennium Gardens** – management of rear shrub bed
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. **Allotments** -To discuss issues relating to access
14. **Cemetery** - to discuss work needed and actions taken
 - b) **Kerb Stones** – to discuss ideas relating to provision of plaques
15. **Time & date of the next meeting** to be confirmed