



# Cayton Parish Council

Jubilee Hall, Main Street, Cayton, Scarborough, YO11 3TF

Tel: 01723 586869

Email: [clerk@caytonparishcouncil.gov.uk](mailto:clerk@caytonparishcouncil.gov.uk)

Website [www.caytonparish.gov.uk](http://www.caytonparish.gov.uk)

02/04/2025

## **To Members of Cayton Parish Council Parish Maintenance Committee**

You are hereby summoned to attend a Parish Maintenance Committee to be held on Thursday 10<sup>TH</sup> April 2025 at 2pm

**GILL ARMSTRONG**

**Clerk Cayton Parish Council**

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### **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. **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
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 . This can include the Open Space, Greenbelt, Shelley Close Field, Community Land and Millennium Gardens.
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