



**Cayton Parish Council**  
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14/08/2025

**To All Members of Cayton Parish Council,**

You are hereby summoned to attend a meeting of Cayton Parish Council to be held on Tuesday 19<sup>th</sup> August 2025 at 7.00pm, at The Jubilee Hall, Main Street Cayton  
The business to be transacted at this meeting is set out below.

**Gill Armstrong, Clerk to Cayton Parish Council**

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### **Chairman's Announcement**

Prior to the commencement of the meeting, the Chairman will outline the procedure for the public at this meeting to ensure that it is effective and lawful, including recording of the meeting and public participation.

### **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 receive apologies for absence and consider the reasons for absence.
- 3. Declaration of Interests**
  - a. To receive Councillors declarations of interest not declared under Code of Conduct or members register of disclosable pecuniary interests.
  - b. To receive dispensation requests.
- 4. Public Participation** - To receive and hear any person who wishes to address the council. Each speaker will be limited to a period of 3 minutes (A maximum of 15 minutes in total public participation at the Chairman's discretion). **No resolutions will be made on points raised that are not otherwise on the agenda**
- 5. Meetings of Cayton Parish Council held on 15<sup>th</sup> July 2025**
  - a. To approve minutes of the meeting of Cayton Parish Council held on Tuesday 15<sup>th</sup> July 2025 as a true record of the meeting
  - b. To note any update from the minutes including items deferred
- 6. Police Matters**-To note the Police report and any other matters relevant to the police
- 7. Correspondence Received**- Any correspondence received requiring discussion and action to be taken
- 8. Report from County Councillor.** - To receive verbal report from NYC Councillor Swiers

## **9. Planning Committee-**

- a. To receive a verbal report from Chairman of the Planning Committee, relating to current Planning applications received for the Parish

## **10. Parish Maintenance Committee.**

- a. Report from Chair of Parish Maintenance including future tasks required
- b. Highways concerns – to receive current concerns in relation to Highways issues including drainage from members and make resolutions in regard to further actions
- c. Community Payback – update from Clerk and to discuss future maintenance tasks
- d. Water Butts – to discuss the provision and use of water butts to better enable CiB and Cllrs to water plants
- e. Next meeting date and time to be confirmed

## **11. Community Land / Open Space/Jackson Close Play area**

- a. To receive any update on progress and make resolutions where required for Community Land
- b. To receive any update on progress and make resolutions where required for Open Space including work required including the purchase of water tanks to pipe water to trees in place.
- c. Update re Jackson Close Play area

## **12. Events Committee**

- a. Verbal report from the Chair of the Events Committee
- b. Upcoming events – to make decisions where required including the purchase of equipment needed
- c. Next meeting date and time to be confirmed

## **13. Finance Committee**

- a. To receive the bank reconciliation and payment schedule for August 2025 and bank balance, correct as of the 19<sup>th</sup> August 2025
- b. To receive the Clerks overtime for July/August for approval
- c. Next meeting date and time to be confirmed

## **14. Old Filey Road** – To update on situation and to make decisions where required

**15. EXCLUSION OF THE PRESS AND PUBLIC** - Members to consider excluding the press and public under the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business now to be transacted.

**16. Attendance at meetings and events** – to discuss Councillor attendance at meetings and events

**17. Time and Date of the Next Meeting** Tuesday 9<sup>th</sup> September 2025 at 7pm