

Ordinary meeting of Cayton Parish Council held on Tuesday 17th March 2026 at 7pm



Present: Councillor Swiers (Chair), Councillors Green, Liley, Lockyer, Mander, Paxton & Seaward & after co-option Councillor J Seaward; Chris Roe NYC, 2 members of the public & Interim Clerk Helen Carter.

Prior to the start of the meeting the Chair asked for mobile phones not to be used during the meeting but that they could be put on silent as necessary & she also requested that if councillors wished to speak that they raised their hands & not speak over other councillors.

1. Notice of meeting – It was **RESOLVED** that public notice of the meeting had been given in accordance with schedule 12para(10)2(b) of the Local Government Act 1972. **35/26**

2. Declarations of Interests the following declarations were made & noted: -
Councillor Swiers Liley & Lockyer in agenda item 9 Jubilee Hall & Councillor Mander in agenda item 16 Finance.

3. Apologies – none made.

The chair introduced Chris Roe from NYC. He thanked the members for giving NYC the grass cutting contract & he spoke about what to expect with regards to grass cutting & maintenance this season.

4. Public Participation: the following issue was enquired about & replied to:

- **Streetlights between Penton Road & The Green belt** – the clerk advised the resident that a reply had been received from NYC & Column 3 East Carr, Column 5 located on the footpath between the two roads & Column 2 Penton Road are to be restored for all night operation. These should be operational in the next 2/3 weeks.

5. Councillor Vacancy – one resident had expressed interest & was in attendance. She spoke to the members following which she was co -opted onto the council. Mrs Seaward signed the declaration of acceptance of office & joined the meeting.

6. Minutes – the minutes of the ordinary meeting held 17th February 2026 had been circulated prior to the meeting. It was **RESOLVED that the minutes be approved & were signed.** **36/26**

7. Reports from North Yorkshire Councillor - Councillor Swiers reported on the following:

- Area Committee – water at the South Bay needs to improve; grant of £97K obtained to mitigate erosion at Scalby; Alpacare; OAT bookings; £200K from Football federation for MUGA at Gallows Close; Motor Home parking; McCain Volunteering Group in May need a project; Whitby Cliff Lift; Whalebones at Whitby; Resolution House; New taxi licensing policy; West Pier & 19 homes had been refused in Hunmanby.

8. Planning the following applications are outstanding:

- **ZF25/01156/OL**- Outline application for up to 190 residential dwellings etc. Land Off Mill Lane Cayton. **A response was submitted November 2025 objecting to the application. The application remains outstanding.**
- **ZF25/01002/FL** - Change of use agricultural land to extension to existing holiday park, redevelopment of public house including etc. Browns Caravan Park Mill Lane Cayton. **A response was submitted in support of the application in December & the matter remains outstanding.**

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- **25/04330/FUL** - Proposed 2 no. Padel Courts, associated fencing and flood lighting. Cayton Playing Fields Association Station Road Cayton. The application was discussed & it was agreed to respond the Cayton Parish Council supports the application. **A response was submitted February 2026 supporting the application. The application remains outstanding.**

Councillor Paxton was appointed chair for the following agenda item:

9. Jubilee Hall Management committee – a report had been circulated prior to the meeting & the following were discussed & decided on:

- **Gutters** – a quote of £100 to clean out all the gutters had been received. The clerk to advise the company only the front need doing & does this change the cost of the quote, but the work does need to be done. It was **RESOLVED the expenditure could be made.** **37/26**
Rear gutters had been cleaned out by Dave. He had found a few issues & it was **RESOLVED he could do the repairs as required.** **38/26**
- **Boiler** – the boiler issues have been resolved under warranty & a service undertaken at a cost of £129 including VAT. It was **RESOLVED the invoice could be paid.** **39/26**
 It has been suggested that Vaillant service the boiler on an annual basis in the future & that if any other issues arise that Valiant are called out. This was agreed to.
 Bodens are to isolate and drain down central heating system; seal the system and sort out the outside flue. They are also sorting out isolating the radiator valves & wire in a new Honeywell EvoHome smart control system at a cost of £3,830 plus VAT. The work to be done 8/9th April. It was **RESOLVED the expenditure could be made.** **40/26**
- **Loft above the committee room** – has been inspected by Councillor Seaward. He was impressed with the work and the structural extra supports put in the middle of the loft.
- **Installation of CCTV** – information about options had been circulated prior to the meeting. Cllrs Mander & Seaward did not participate in the vote. After discussion it was **RESOLVED to install cameras over the front & rear doors with TV1 analogue cctv with smart phone viewing at a cost of £715 +VAT.** **41/26**
- **Mill Lane perimeter wall**– information had been circulated prior to the meeting. After discussion it was **RESOLVED to repair the wall repointing as required at a cost of £2,300 + VAT.** **42/26**
Other side wall of car park - a quote is to be obtained for all the existing render to be removed & re-rendered totally.
- **Ramp** - Councillor Liley updated the members on the funding secured to pay for the new ramp & requested that the Parish Council submit the Planning application as soon as possible.

The chair was passed back to Councillor Swiers.

10. Cayton News – Councillor Liley passed a list of advertisers to the clerk & updated the members on printing of the April edition.

11. NYC Community Assets Improvement team – correspondence received from NYC had been circulated prior to the meeting. This was discuss & additional information provided for inclusion in the response.

12. Parish Maintenance Committee

- The minutes of the meeting held 24th February were received & it was **RESOLVED to accept the recommendation made for Flixton Plant Centre to provide plants & plant up the tubs etc around the village at a total cost of £2,900.** 43/26
- Councillor Lockyer further advised a grass cut is to be undertaken as soon as the contract starts; a list of seats is being drawn up; the light on Soth Lea Road is now working; the vicar wants a meeting to discuss the paths in the churchyard, it was suggested that Chris Roe from NYC could be involved; the Payback Team have been working in the cemetery; a bin is needed at The Orchard & another one moved for use on Shelley Close Field. Councillor Swiers advised light 8 on Church Lane is on permanently & part of the wall at The Star has been damaged, these to be reported to NYC.
- The clerk reported a Killerby allotment holder had asked for a skip to enable the plot holders to clear a lot of rubbish. This had been promised last year. After discussion it was **RESOLVED a skip could be hired & the expenditure made.** 44/26
Reinstating a lock on the gate was also discussed & is to be looked into.
One of the residents left the meeting at 9.20pm.

- 13. Risk assessments** – the assessments had been undertaken by councillors & a summary of findings was circulated at the meeting. Some litter picking required at Millenium Gardens/ Estill Close/ Shelley Close field; a new lock on the electric cupboard at the Jubilee Hall which the caretaker is to do.
Assessments for the Play Equipment & the allotments still to be done.

14. Events Committee

- The minutes of the meeting 9th March were received.
- Councillor Liley & updated the members on developments since the meeting.

- 15. Community Land** – Councillor Green had nothing to report as the matter is still with North Yorkshire Council.

16. Finance

- **Bank reconciliation to 28th February 2026** -the figures had been circulated prior to the meeting Balances held £212,339.07; payments £58,328.09; receipts £109,481.40. It was **RESOLVED the figures be approved & accepted by the council.** 45/26
- **Grant Friends of Cayton School** – .an application had been received with details circulated at the meeting. It was **RESOLVED a grant of £127.20 be approved for help with “The Walk to School project”.** 46/26
- **Schedule of Payments** – an amendment to the final figure for February was required with details circulated at the meeting. It was **RESOLVED payments of £1,969.54 could be paid for February 2026.** 47/26
- **March payments** – it was **RESOLVED payments of £2,447.69 could be paid for March 2026.** 48/26

- 17. EXCLUSION OF PRESS & PUBLIC RESOLVED:** That under the Public Bodies (Admission to Meetings) Act 1960, members of the press & public are excluded for the following items of business in view of the confidential nature of the business to be transacted. 49/26

18. Staffing matters – the minutes of the Staffing meeting held 26th February 2026 were received. It was **RESOLVED to accept the recommendation that Richard Westgarth be appointed clerk & Responsible Financial Officer to Cayton Parish Council effective from 7th April 2026.** **50/26**

19. Date and time of the next meeting Tuesday 21st April 2026 at 7pm.

Signed *R Swiers*

Date 21st April 2026