

NOTE: filming, photographing or audio recording of proceedings is allowed – council asks that, as a matter of politeness, people tell the Clerk of their intention to record. In the interests of encouraging public participation, it is requested that anyone filming does not include members of the public “in shot”.



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2 June 2026

To All Members of Cayton Parish Council, the Public and Press

Dear Member

You are hereby summoned to attend an Events Committee meeting to be held on Thursday 11th June 2026 at 11am in the committee room at the Jubilee Hall Cayton.

Richard Westgarth

Clerk Cayton Parish Council

AGENDA

- 1 Notice of meeting – to confirm that public notice of the meeting has been given in accordance with Schedule 12, par 10(2) of the Local Government Act 1972.**
- 2 Apologies** To note apologies and approve the reasons for absence.
- 3 Declaration of Interests** to receive declarations of interest by councillors and to approve any written applications for dispensations.
- 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** to approve the minutes of the meeting held on 23 April 2026 as a correct record.
- 6 Event Health & Safety** - To receive a report from the Clerk on health & safety insurance requirements and to discuss & decide on appropriate action.
- 7 First Aid Provision** - To receive a report from the Clerk on First Aid and to discuss & decide on appropriate action.
- 8 Future Events** – To discuss arrangements for up-and-coming events & to decide on appropriate action. Including:
 - Dog Show
 - 5K Fund Run
 - Pie & Bingo
 - Carol Signing
 - Decorated property
 - Adult Silent Disco
 - Remembrance Sunday & Remembrance Day
 - Halloween Party
 - Christmas Party
 - Proposed Scarecrow event
- 9 Date of next meeting** to discuss the time & date of the next meeting.

Note: there must be no audio or video recording or photographing of this meeting without the prior approval of the council.