

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”.

Cayton Parish Council Jubilee Hall, Main Street. Cayton, Scarborough, YO11 3TF

Tel: 01723 586869 Email: clerk@caytonparishcouncil.gov.uk

Website www.caytonparishcouncil.gov.uk



15th July 2026

To all Members of the Parish Council, County Councillors, the Public & Local Press.

Dear Member

You are hereby summoned to attend an Ordinary meeting of the Parish Council to be held on Tuesday 21st July 2026 at 7pm, in the Jubilee Hall, Main Street, Cayton. *Richard Westgarth* Clerk to Cayton Parish Council

Agenda

- 1. Notice of meeting** – to confirm that public notice of the meeting has been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972.
- 2. Declarations of Interests** – To receive declarations of interests by Parish Councillors and to consider any written applications for dispensations.
- 3. Apologies for absence**
 - To receive apologies for absence given in advance of the meeting.
 - To consider the approval of reasons given for absence.
- 4. Public Question Time** -To receive & hear any person who wishes to address the council. The chairman will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public participation at the chairman's discretion.).
- 5. Minutes** to approve and sign the minutes of the Ordinary meeting held on 16th June 2026.
- 6. Report from the North Yorkshire Councillor** to receive a report from Cllr Roberta Swiers.
- 7. Planning** to receive a report from the clerk regarding the following applications
 - **ZF25/01156/OL** – 190 Houses, land off Mill Lane, Cayton. **Responded to November 2025 awaiting decision.**
 - **ZF25/01002/FL** – changes at Browns Caravan Park Mill Lane Cayton. **Responded to December 2025 awaiting decision**
 - **26/01569/FUL** - Use of Unit 8 for Class B8 use (Storage and Distribution) with ancillary trade counter and display area along with associated external works including replacement roof, recladding of walls, installation of roof lights and a central feature door. **Responded to May 2026 awaiting decision.**
 - **26/02402/FUL** - Householder application for a proposed single storey rear extension. - 55 Church Lane Cayton Scarborough North Yorkshire YO11 3SA – **Awaiting decision.**
 - **New applications**
 - **26/01224/FUL**- Proposed side extension- 1 West Garth Gardens Cayton.
 - **26/02996/FUL** - 30 Spring Gardens - Two storey side extension with garage and dormer windows to front and rear elevations.
 - **26/02203/FUL** - Rear extension to dwelling for assisted mobility, 12 Green Park Avenue Cayton
 - **26/02101/FUL** - Proposed additional storey on existing ground floor extension - 108 Main Street Cayton
 - **25/03907/FUL** - Change of use from Footgolf amenity to provide an enclosed dog walking/exercise area. Erection of perimeter fencing, and gates.

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- **Renewal of Certificated Site at: Roe Deer Farm, Carr House Lane, Cayton, YO11 3ST - Response submitted, awaiting decision.**
- **Any other application received prior to the meeting.**

8. **Parish Maintenance** – To receive a brief report from Councillor K Seaward relating to the following and to discuss and decide on appropriate action:-
 - Grass cutting
 - Weed spraying
 - Churchyard footpath
 - Bench provision
 - Allotments
9. **Play Equipment** – To hear from Councillor Swiers and the clerk and to consider forming a working group to review play park provision, equipment and funding.
10. **Strategic Plan**- To hear from Councillor Mander and to consider forming a working group to draft a proposed plan.
11. **Events Committee** to receive a brief report from Councillor Liley covering forth coming events and to approve the Risk Assessment for the Fun Run.
12. **Defib & Bleed Kit** – To receive an update from the clerk on the installation of the bleed kits.
13. **Electronic Service of Council Meeting Documents** – To receive a report from the clerk and for the council to approve this method of information provision for meetings and for councillors to sign their individual permission form.
14. **Whole Council Training** – To consider a request from Folkton Parish Council for 2 councillors to attend the Cayton Parish Council Training session.
15. **Community Land** - To hear from Councillor Green & to discuss & decide on the appropriate action.
16. **Finance to discuss & decide on the appropriate action in relation to the following: -**
 - **Bank Reconciliation for period ending 30th June 2026** – to receive the information & for the chair to review & sign.
 - **Appointment of Internal Auditor (inc mid year audit)** – to receive a report from the clerk and consider approving the quote received.
 - **PDF Pro Licence**- to receive a report from the clerk and to consider approving the purchase of the licence.
 - **Grant** – to consider approving a grant application received from Cayton Primary School.
 - **Schedule of payments** – to approve the schedule of payments for July 2026 and to receive information and to approve a revised total of payments for June 2026.
 - **Internal Control Check** – to hear from Councillors Lockyer and Green on the proposed date of check.
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.
18. **Clerk and Interim Clerk workload and progress** – to hear from Richard and Helen and to discuss and decide appropriate action.
19. **Time & date of the next meeting** - Tuesday 18th August 2026 at 7pm.

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