

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

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12th August 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 18th August 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 21st July 2026.
6. **Councillor Vacancies** – to hear from the Interim Clerk regarding the lawful process to fill the vacancies following the resignation of 2 councillors.
7. **Report from the North Yorkshire Councillor** to receive a report from Councillor Roberta Swiers.
8. **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**
 - **26/02402/FUL** - Householder application for a proposed single storey rear extension. - 55 Church Lane Cayton Scarborough North Yorkshire YO11 3SA – **Awaiting decision.**
 - **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
 - **26/02101/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.**
- South Cayton Development Framework – to receive an email from Alex Robinson (NYC Delivery and Infrastructure Officer) regarding South Cayton Development Framework for the South Cayton Strategic Growth Area, who would like to meet with representatives from Cayton Parish Council

9. Parish Maintenance – to receive and approve the minutes of the meeting held 6th August and to discuss the following maintenance items, receive updates, and decide on any required actions:

- **Church path:** To receive an update on appointing a contractor and agree on next steps.
- **Barratts Field:** To hear from Councillor Lockyer and determine any required action.
- **Watering** – to receive an update from the clerk concerning the cost of the contract.
- **NYC Invoices** - to receive an update from the clerk concerning the outstanding invoices.

10. Play Equipment/106 Funding – To hear from the clerk, to receive correspondence from Matthew Smart (NYC Parks Development Officer) and to consider forming a working group as suggested.

11. Jubilee Hall Ramp – to hear from Councillor Liley & discuss & decide on any required action.

12. Jubilee Hall Water Usage – to hear from Councillor Liley & discuss & decide on any required action

13. Strategic Plan- To hear from Councillor Mander and to consider forming a working group to draft a proposed plan.

14. South Scarborough Grant Scheme – To consider an application received under the South Scarborough Community Grant Scheme.

15. Events Committee to receive the minutes of the meeting 30th July 2026 & a brief report from Councillor Liley the chair of the committee. To also discuss amending the date of the next meeting.

16. Whole Council Training – To remind councillors of the date and time of the training event (Jubilee Hall, 6 – 8:30pm Wednesday 9th September 2026).

17. Community Land - To hear from Councillor Green & to discuss & decide on the appropriate action.

18. Finance to discuss & decide on the appropriate action in relation to the following: -

- **Bank Reconciliation for period ending 31st July 2026** – to receive the information & for the chair to review & sign.
- **Internal Control Check** – to hear from Councillors Lockyer and Green following the check having been undertaken.
- **External audit 2025/26** – to hear from the Clerk and Interim Clerk.
- **Grant** – to consider approving a grant application received from Wilf Ward.
- **Schedule of payments** – to approve the schedule of payments for August 2026.

19. Time & date of the next meeting - Tuesday 15th September 2026 at 7pm.

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