



Ordinary meeting of Cayton Parish Council held in the Jubilee Hall, Cayton on

Tuesday 18th August 2026 at 7pm

Present: Councillor Swiers (Chair), Councillors Green, Liley, Lockyer, Mander, Paxton, three members of the public, Clerk Richard Westgarth and Interim Clerk Helen Carter.

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Prior to the start of the meeting the Chair spoke of Les Cowton who had recently died and requested a minutes silence be observed.

- 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.

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- 2. Declarations of Interest** – the following declarations were made & noted: - Councillors Liley, Lockyer and Swiers agenda items 11 and 12; Councillor Green agenda item 8; Councillor Liley and Swiers agenda item 18.

- 3. Apologies** – no apologies made.

- 4. Public Question Time** – the following were raised and answer given as appropriate: - **Verge grass Church Lane between Cayton and Osgodby** - the grass needs cutting again. It was cut earlier in the season by NYC. The chair advised she had discussed the matter with NYC Highways and had requested a further cut and that the verges be cut on a regular basis.

Coulston Drain – blocked by a large amount of debris the clerk advised the matter has been reported to NYC but will be chased up. The resident also expressed concerns with various blocked gullies around the village.

Penton Road - build-up of debris in the area under the tree. The chair is to ask the Payback Team to clear.

Recycling area on Main Street - the area is being used as a dumping ground. The matter to be raised for discussion at the next Parish Maintenance meeting.

- 5. Minutes** – it was **RESOLVED** the minutes of the Ordinary meeting held on 21st July 2026 be taken as read, approved & were signed.

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- 6. Councillor Vacancies** – the chair reported the resignation of 2 councillors had been received. She is to acknowledge and thank them for their service. The Interim clerk explained the procedure following the resignations: -

- Electoral Services notified.
- Notice of Vacancies displayed on the Parish Council Website and in the noticeboards until 3rd September 2026. During this period electors can request an election; if NYC receive at least 10 requests from the electors an election will be called and will take place no later than 5th November, this would be at a cost to the parish of in the region of £4/5K.
- If no election is requested, the Parish Council can co-opt, and further notices will be displayed.

- 7. Report from the North Yorkshire Councillor** – Councillor Swiers reported on a range of matters including: Cawood house; Funding for gull deterrent bins in Scarborough, Whitby and Filey; Details of the cost of the Langdale End fires a year ago; Mecca Bingo property is to be converted into a theatre; plans for 1500 houses at Eggborough – decision deferred again; School Transport appeals; Licensing for The Treasury at Whitby; Travellers on the field Cayton Low Road.

8. Planning – the following were reviewed

- **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**
- **26/02203/FUL** - 12 Green Park Avenue Cayton - Rear extension to dwelling for assisted mobility – **responded to July 2026. Awaiting decision.**
- **26/01224/Ful** – side extension 1 West Garth Gardens – - **responded to July 2026 awaiting decision.**
- **26/02996/FUL** – 2 storey side extension with garage and dormer windows to front and rear – **30 Spring Gardens - application permitted.**
- **26/02101/FUL** – proposed additional storey on existing ground floor extension – 108 Main Street – **responded to July 2026 awaiting decision.**
- **26/03907/FUL** – change of use from Footgolf amenity to provide an enclosed dog walking/exercise area, erection of perimeter fencing and gates - OS 5165 Killerby Lane Cayton - **responded to July 2026 awaiting decision.**
- **Renewal of Certificated site at Roe Deer Farm, Carr House Lane** – **responded to July 2026 awaiting decision.**
- **South Cayton Development Framework** – Councillors Green and Swiers reported on their attendance at a meeting with North Yorkshire Council Planning Officers and Gillespies regarding the emerging Development Framework for the South Cayton Strategic Growth Area. It was noted that the Council may benefit from developing a strategic plan to inform its engagement with the process, future Section 106 funding, and its wider Council responsibilities. Further consideration will be given under Agenda Items 10 & 13.

9. Parish Maintenance –the following were discussed and decided on:

- **Minutes of meeting held 6th August 2026** – these had been circulated prior to the meeting and were received. The Council considered the recommendations arising from the meeting and **RESOLVED** to approve the minutes and endorse the proposed Parish Maintenance Committee Terms of Reference. **163/26**
- **Churchyard path** – following the Parish Maintenance meeting the clerk had obtained a quote “To take gravel off the entrance to the church yard and set aside for reuse; Dig out soils for a smoother less sharp incline; Re-lay gravel over newly formed path levels, Removal of soils from site”. This was discussed and it was **RESOLVED to accept the quote of £960 plus VAT and that the work could be undertaken.** **164/26**
- **Barratts Field** – Councillor Lockyer reported concerns had been expressed about the grass being a fire risk. After discussion it was agreed, the clerk will write to Barratts expressing our concerns.
- **Watering** – clarification was sought regarding the amount of the invoice which had been received from NYC for this service. The chair explained about her discussion with Chris Roe and that the Parish Council will not be charged for the watering.
- **NYC Grass cutting invoices** – at the July Full Council meeting it had been agreed to withhold payment until there had been discussion with Chris Roe. The council still has concerns about the level of service and it was agreed Councillor Lockyer will contact Chris Roe and report to the next meeting.

10. Play equipment/106 Funding – the clerk reported Matthew Smartt (Parks Development Officer NYC) is happy to work with us in developing proposals and as a first step he has suggested a meeting to look at the sites and discuss our plans. It was agreed to set up a working group of Councillors Lockyer, Mander and Paxton with Councillor Liley as a reserve.

11. Jubilee Hall Ramp – Councillor Liley requested an update with the planning application. The clerk advised the Planners had been furnished with details of the previous applications following the last Parish Council meeting and although a chaser had been sent no response had been received.

12. Jubilee Hall water usage- Councillor Liley requested that the Parish Council consider making a donation to the Jubilee Hall Management Committee towards the water bill as the water is being used to water the village hanging baskets and plants. It was agreed to defer a decision until later in the year with a request that evidence is made available as a comparison of usage compared to last year.

13. Strategic Plan – Councillor Mander spoke about the importance of developing a strategic plan to help shape the future direction of the parish, identify long-term priorities, and support informed decision-making on community facilities, services and development. It was agreed that this work should be incorporated into the working group established under Agenda Item 10 (Play/Fitness Equipment/106 Funding)), with the group's remit expanded to consider wider strategic planning matters for the village.

Councillor Mander also provided an update on the Children's Council. It was reported that the school had requested that participation be open to pupils attending Cayton School, regardless of whether they reside within the parish. The update was noted, and it was agreed that the Children's Council could proceed on this basis.

Councillor Green declared an interest in the following item and left the room.

14. South Scarborough Community Grant scheme – An application from Coastline Sight and Hearing had been referred by North Yorkshire Council for consideration. Members considered the application and completed the approved scoring matrix, which resulted in a total score of 84. It was **RESOLVED that the application be supported and approved for funding, subject to the applicant providing details of how the project will be monitored and evaluated, including the measures that will be used to demonstrate whether the project has achieved its intended outcomes.**

Councillor Green returned to the room.

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15. Events Committee – Councillor Liley reported on the following:

- **Minutes of meeting held 30th July 2026** were received.
- **Fun Run** – thanks were expressed to Dave and Jasmine.
- **Thank you card** – had been received from The Dog rescue organisation for the donation which had been made.
- **Bunting** – to be taken down.
- **Bingo night** – final arrangements discussed and it was **RESOLVED that the Bingo entry fees would be donated to MNDA in full.**
- **Date of next meeting** - rearranged for 8th September 2026.

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16. Whole Council Training – a reminder was made of the time and date as Wednesday 9th September at 6pm.

17. Community Land – Councillor Swiers confirmed there was no further update the matter is with NYC Legal.

18. Finance

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- **Bank reconciliation up to 31st July 2026** - the figures were circulated prior to the meeting Balances held £226,055.20; payments £30,123.95; receipts £44,282.31. It was **RESOLVED the figures be approved & accepted by the council.**
- **Internal Control Check** – Councillors Green and Lockyer had undertaken the check and reported they had no concerns. A further check will be undertaken in September.
- **External audit 2026/26** - the Interim Clerk reported PKF Littlejohn had requested further information about the Internal Audit report and the re-stated balance as at 31/3/2026. A draft reply had been made and subject to sign off by the Engagement Lead the opinion noted will detail “Website Publication Delay and Governance Non-compliance regarding the 5 sections with adequate explanations given and details of actions being taken to address the weaknesses” . Once received a Finance Committee meeting will be called.
- **Grant application for Wilf Ward Trust** – the application had been circulated prior to the meeting. After discussion it was **RESOLVED a grant of £50 be approved for the purchase of a Karaoke Machine.**
- **Schedule of payments for August** – a schedule was circulated at the meeting. Details were read out by the Interim Clerk. The amount due for the pies for the Bingo event has not yet been received. It was **RESOLVED payments of £12,286.42 could be paid and that the amount for the pies would be added for payment in the August payment schedule; and that the Clerk be paid for 20 hours of approved overtime in the next month's salary payment.**

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

Signed *R Swiers*

Date **15/09/2026**