



22nd September 2026

Dear Councillor

You are summoned to attend an Extra-Ordinary meeting of the Parish Council to be held on Tuesday 29th September 2026 at 7pm, in the Jubilee Hall, Main Street, Cayton.

Robetta Swiers

Chair 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. Apologies for absence**
 - ❖ To receive apologies for absence & record these in the minutes
 - ❖ To consider the approval of reasons given for absence given by councillors.
- 3. Declarations of Interests**
 - ❖ To receive any declarations of interest under the Council's Code of Conduct
 - ❖ To receive details any applications for dispensation from the clerk
- 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 15th September 2026.
- 6. Review of Standing Orders and Financial Regulations** - To receive a report from the Clerk regarding queries raised, and to consider and approve any necessary amendments prior to formal adoption.
- 7. Time & date of the next meeting** - Tuesday 20th October 2026 at 7pm.