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
Clerk@caytonparishcouncil.gov.uk
www.caytonparishcouncil.gov.uk
8 October 2026

Dear Member, in accordance with Schedule 12 of the Local Government Act 1972, you are hereby summoned to attend the Parish Maintenance meeting of Cayton Parish Council to be held on Thursday 15 October 2026 at 6.00pm in the Committee Room, Jubilee Hall, Main Street, Cayton.
County Councillors, members of the public and representatives of the press are welcome to attend.

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 for absence**
- To receive apologies for absence given in advance of the meeting.
- To consider the approval of reasons given for absence.

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 Participation -** To receive & hear any person who wishes to address the council. The chair will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (Standing Orders will be suspended for a maximum of 15 minutes to allow public participation and reinstated immediately thereafter at the chair's discretion).

5 **Minutes -** To approve & sign the minutes of the meeting held on 6th August 2026.

6 **Appointment of Link Councillors & update on checks carried out -** To discuss & decide on monitoring and liaison arrangements such as:
- Defib checks
- Play Park checks
- Allotment Liaison
- Other roles/checks

7 **Grass Cutting & Parish Maintenance** - To receive a report from Councillor Lockyer & to discuss & decide on the appropriate action on the following items:
- Grass cutting & parish maintenance contract & invoices – to review contracts year to date.
- Tree works (Green Belt & corner of Chapel Lane)– to review and decide on quote received totalling £400 plus VAT.
- Christmas Trees – to review and decide on quote received.

8 **Parish Maintenance Budget** – To review 2026/27 maintenance budget and formulate a budget recommendation to Full Council regarding the proposed 2027/28 maintenance budget, taking into account of anticipated expenditure and maintenance requirements.

9 **Date of the Next Meeting – To discuss the time & date of the next meeting.**