

**LYTHE PARISH COUNCIL
MEETING, MONDAY 4 DECEMBER 2023, COMMENCING AT 18:30, LYTHE VILLAGE HALL**

Recording is allowed at Lythe Parish Council, committee, and sub-committee meetings/Lythe Parish Meetings that are open to the public, subject to: - (i) the recording being conducted under the direction of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings. Any person wishing to record a meeting in any format whatsoever is encouraged (but not compelled), to contact the Clerk prior to the start of the meeting. Discussing requirements with the Clerk beforehand will help to ensure that the council provides reasonable facilities to meet the needs of the person that is recording. Any recording must be clearly visible to anyone at the meeting and be non-disruptive. Those who attend a public meeting should expect to be filmed and/or recorded. This includes councillors, council officers and members of the public.

Prior to the commencement of the formal Parish Council meeting, a period of up to 15 minutes is available as public question time.

AGENDA

ITEM	SUBJECT
1.0	Councillor Issues
1.1	To receive declaration of interest(s) by members.
1.2	Non-attendance of Councillors <ul style="list-style-type: none"> To receive and note apologies from councillors who are unable to attend the meeting. To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.
2.0	Minutes of meetings
2.1	To confirm the minutes of the meeting held on 6 November 2023.
3.0	To receive information on the following ongoing issues and resolve further actions
3.1	Police and speeding related activities.
3.1.1	Police Report.
3.1.2	Action plan to reduce number of speeding vehicles.
3.2	Planning applications to feedback to Authorities.
3.2.1	NYM/2023/0677 Construction of porch canopy at Speedwell House, Red Lion Square, Lythe.
3.3	Parish 'Items to address.'
3.4	Development of new LPC website.
3.5	LPC bench painting.
3.6	Clearing pathway from Lythe Village to St Oswald's.
3.7	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park.
3.8	East Row car park, safe access/egress.
3.9	Register of Interest, new forms*.
3.10	'Off to a Flying Start' training event.
3.11	Christmas trees, including donation of trees by ME, installation, lighting/carol event, school involvement.
3.12	Housing Strategy consultation, respond by 11 December 2023*.
3.13	Polling District Review consultation, respond by 13 November 2023*.
3.14	North Yorkshire Council, Let's Talk Money, respond by 18 December 2023*.
3.15	NYMNPA, North York Moors Dark Skies Supplementary Planning Document, respond by 4 December 2023*.
3.16	Lythe bus shelter.
4.0	Planning Issues
4.1.	To consider the following planning applications
4.1.1	NYM/2023/0709, Lythe Community Shop Ltd, High Street, Lythe. Application for advertisement consent for the permanent display of two non- illuminated signs (submission prior to expiration of NYM/2018/0774/AD) at Lythe Community Shop Ltd, High Street, Lythe.
4.2	To receive the following planning decision, full information on relevant websites.
	NYM/2023/0476 alterations to building and change of use from light industry (E(g)) to three retail units (Use Class E(a)) at Former Sawmill (Fossil Workshop), East Row, Sandsend, Lythe. Granted with conditions.

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5.0	Correspondence received by the Clerk where decisions are required or are for information (excluding financial matters which are included in 7.0)												
5.1	Correspondence requiring decisions												
5.1.1	NYC, <ul style="list-style-type: none"> Household Waste Recycling Centre (HWRC) Consultation, respond by 31 January 2024*. Draft Statement of Community Involvement, respond by 22 December 2023*. 												
5.1.2	<ul style="list-style-type: none"> NYMNPAs Undergrounding of Overhead Electricity Lines*. 												
5.2	Correspondence for information (excluding financial matters included in 7.0)												
5.2.1	YLCA <ul style="list-style-type: none"> White Rose Bulletin 3, 17 November 2023*. Information Bulletin & Training 9 November*. Information Requests/Vacancies Bulletin 24 November and Training Bulletin*. 												
5.2.2	NALC <ul style="list-style-type: none"> Chief Executive's bulletins 9, 16, 23 November 2023*. 												
5.2.3	Commissioner Zoë <ul style="list-style-type: none"> Thanks Chief Fire Officer and his team for significant progress against His Majesty's action plan*. 												
6.0	To agree actions on issues raised by Councillors and/or submitted to the Clerk												
6.1	To review the draft Policy on Public participation at a Parish Council meeting and adopt.												
6.2	To receive a verbal report on the difficulties of recruiting Volunteer Firefighters.												
6.3	To consider the need for a LPC Facebook page and consider if further action is necessary.												
6.4	To receive a verbal report on the need for a digital/parishioner engagement strategy and consider if further action is necessary.												
6.5	To review the draft 2024 meeting dates/times for adoption.												
6.6	To review the draft 2024 Sandsend defib check dates/people for adoption.												
6.6	To receive a verbal report/update on East Row road-bridge footpath and consider if further action is necessary.												
7.0	To receive information on financial matters and approve spend												
7.1	Balance of accounts @ 28/11/23 <table border="1"> <tr> <td>Savings</td> <td>£11,634.94</td> </tr> <tr> <td>Current</td> <td>£0.05</td> </tr> </table>	Savings	£11,634.94	Current	£0.05								
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7.2	Money received <table border="1"> <tr> <td></td> <td>£0.00</td> </tr> </table>		£0.00										
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7.4	Invoices, processed. As above.												
7.5	Invoices for approval (at agenda publication). <ul style="list-style-type: none"> Reimbursement of £45 to the Clerk for payment to the Computer Centre to resolve issues with webcam on LPC computer. Lythe Village Hall hire, £11.00, 06/11/23. TDP, £834.53, 2 x 1.5m Peak Benches. 												
7.6	Approval of contribution towards maintenance of St Oswald's churchyard.												
7.7	Requirements for financial spend across the Parish, including budget/precept for the 2025 financial year. NB: Precept requested needed by NYC by 31 December 2023.												
7.8	To agree the Clerk's revised salary.												

ITEM	SUBJECT
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting
9.0	To confirm the details of the next meeting
	To confirm the next meeting as Monday 8 January 2024, 18:30, Lythe Village Hall.
 J A Clark, Clerk to the Council

*Circulated via email.

Judy Clark, Clerk to the Council, Lythe Parish Council.

Email: clerk@lytheparishcouncil.org

Glossary			
AGAR	Annual Governance and Accountability Return	NYFRS	North Yorkshire Fire and Rescue Service
CCG	Clinical Commissioning Group	NYH	North Yorkshire Highways
CiLCA	Certificate in Local Council Administration	NYMNPA	North Yorkshire Moors National Park Authority
FOLS	Friends of Lythe School	PCC	Police and Crime Commissioner
LPC	Lythe Parish Council	SLCC	Society of Local Council Clerks
LSPCC	Lythe & Sandsend Parochial Church Council	TRO	Traffic Regulation Order
NAR	No action required	YAS	Yorkshire Ambulance Service
ME	Mulgrave Estate	YLCA	Yorkshire Local Councils Association
NYC	North Yorkshire Council		