

LYTHE PARISH COUNCIL

MEETING, MONDAY 5 FEBRUARY 2024, 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 4 January 2024.
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, including feedback from data loggers and potential Community Speed watch.
3.2	Planning applications to feedback to Authorities.
3.2.1	ZF23/01902/HS Alterations to 2 no. dormers and replacement of 1.no dormer with rooflight together with enlargement of door opening to east elevation. Sandygate House Lythe Bank Sandsend North Yorkshire YO21 3TG.
3.2.2	ZF23/02016/HS Erection of single storey rear extension. Flat 1 Ravenswood The Parade Sandsend Whitby North Yorkshire YO21 3SZ.
3.2.3	ZF23/02045/HS Erection of single storey rear extension, rear dormer and detached garage. 26 Meadowfields Sandsend Whitby North Yorkshire YO21 3SX.
3.2.4	ZF23/01968/FL Enlarging of existing opening in stone wall, new dropped kerb to create vehicular access and hardstanding. Estbek House East Row Sandsend YO21 3SU.
3.2.5	ZF23/01969/LB Enlarging of existing opening in stone wall, new dropped kerb to create vehicular access and hardstanding. Estbek House East Row Sandsend YO21 3SU.
3.3	Parish 'Items to address.'
3.4	Development of new LPC website.
3.5	LPC bench painting.
3.6	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park.
3.7	East Row car park, safe access/egress.
3.8	Christmas trees, including donation of trees by ME, installation, lighting/carol event, school involvement.
3.9	Digital/parishioner engagement strategy.
3.10	Draft 2024 meeting dates/times for adoption.
3.11	Biodiversity, draft policy, and template*.
3.12	Law & Governance Bulletins November & December 2023*, further policies required.
3.13	D Day 80- letter and information from the Pageantmaster, Bruno Peek*.
3.14	Off to a Flying Start, feedback from Cllr JB.

ITEM	SUBJECT						
4.0	Planning Issues						
4.1.	To consider the following planning applications						
4.1.1	None at agenda publication.						
4.2	To receive the following planning decision, full information on relevant websites.						
	None at agenda publication.						
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	YLCA						
	<ul style="list-style-type: none"> YLCA Information Bulletin & Training 12 January 2024*. White Rose Bulletin 5 January 2024*. Scarborough Branch Meeting - Thursday, 8 February 19:00*. 						
5.1.2	NYC, Home upgrade grant 2 - information for parish councils to share with residents*.						
5.2	Correspondence for information (excluding financial matters included in 7.0)						
5.2.1	PFCC, Tim Forber confirmed as next Chief Constable for North Yorkshire*.						
5.2.2	NYH, slides from workshop*.						
5.2.2	NALC, Chief Executive's bulletins 11, 18, 25 January 2024*.						
6.0	To agree actions on issues raised by Councillors and/or submitted to the Clerk						
6.1	To receive a verbal report on the difficulties of recruiting Volunteer Firefighters.						
6.2	To consider the need for a LPC Facebook page and if further action is necessary.						
6.3	To consider organising an event promoting the organisations/activities within the Parish.						
6.4	LCC Engage Everyone in Your Community Themed Summit, 1 day event £65 +VAT*.						
6.5	Lythe Parish Meeting, format.						
7.0	To receive information on financial matters and approve spend						
7.1	Balance of accounts @ 30/01/24						
	<table border="1"> <tr> <td>Savings</td> <td>8,061.64</td> </tr> <tr> <td>Current</td> <td>£0.05</td> </tr> </table>	Savings	8,061.64	Current	£0.05		
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Current	£0.05						
7.2	Money received						
	<table border="1"> <tr> <td></td> <td>£0.00</td> </tr> </table>		£0.00				
	£0.00						
7.3	Money paid						
	<table border="1"> <tr> <td></td> <td>£1,242.00</td> <td>The Conversion Company, new website and annual charges associated with website, domain name and email addresses.</td> </tr> <tr> <td></td> <td>£11.00</td> <td>Lythe Village Hall, hire 04/12/23.</td> </tr> </table>		£1,242.00	The Conversion Company, new website and annual charges associated with website, domain name and email addresses.		£11.00	Lythe Village Hall, hire 04/12/23.
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7.4	Invoices, processed. As above.						
7.5	Invoices for approval (at agenda publication). <ul style="list-style-type: none"> YLCA, £33.40, attendance of Cllr JB on Off to a Flying Start, Part 1. SLCC Clerk's membership fee, £80.00. 						
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 4 March 2024, 18:30, Lythe Village Hall.						
 J A Clark, Clerk to Lythe Parish 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	NYMNP	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 & Sandstead 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		