

LYTHE PARISH COUNCIL

MEETING, MONDAY 7 APRIL 2025, COMMENCING AFTER THE LYTHE PARISH ANNUAL ASSEMBLY THAT COMMENCES AT 18:00, 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 - 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 10 March 2025 meeting.
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.
3.2	Planning applications to feedback to Authorities.
3.2.1	ZF24/01576/HS Replacement of timber windows with upvc, to Flat 1 and communal area Flat 1 Whitehaven The Parade Sandsend*.
3.3	Parish items to address*.
3.4	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park.
3.5	New noticeboards for Goldsborough and Sandsend*. Quotation for lettering.
3.6	Sandsend Trail.
3.7	Public Convenience Consultation*.
3.8	Annual Parish Assembly.
3.9	Filling a Council Vacancy when a councillor leaves office.
3.10	Dog control Public Space Protection Order in the Filey, Scarborough, and Whitby area*.
4.0	Planning Issues
4.1.	To consider the following planning applications
4.1.1	NYM/2025/0189 Listed Building consent for removal of 17 no. uPVC windows and installation of replacement slimline double glazed timber windows at Cleveland House, Goldborough*.
4.1.2	NYM/2025/0174 The Hedgerow Regulations 1997. Hedgerow Removal Notice – Lythe Hall*.
4.1.3	NYM/2025/0144 Application for change of use of land to form all weather manege together with installation of ground mounted solar array (16 panels) at High Leas Farm, Low Lane, Lythe.
4.2	To receive the following planning decision, full information on relevant websites.
4.2.1	ZF24/01909/HAS Variation of Condition 1 in relation to application 22/01651/HS, to allow alteration to a flat roof and creation of Juliet balcony, 34 Meadowfields Sandsend. Permitted with Conditions

ITEM	SUBJECT		
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		
	• White Rose Bulletin 14, 21, 31 March 2025*.		
5.1.2	NYMNPA Coastal Area Parish Forum, Mon 28 April 2025 at 7pm, Burniston Village Hall*.		
5.2	Correspondence for information (excluding financial matters included in 7.0)		
5.2.1	NYC Parish Liaison. Parish Update March 2025*.		
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk		
6.1	To consider the future plan for LPC Chairman and Vice Chairman roles.		
6.2	Speeding traffic.		
6.3	To discuss forward plan for Councillor vacancy.		
6.4	To consider Whole Council training.		
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues		
7.1	Balance of accounts @ 31/03/25		
7.1.1	Savings	£5,539.44	Credit.
	Current	£0.05	Credit.
7.2	Money received		
7.3		£22.55	Compensation from Post Office (via Clerk) for non-delivery letter.
		£1042.28	HMRC, VAT refund.
	Money paid		
		£5.50	Lythe Village Hall, hire, March 2025.
		£1366.72	Clerk, 6 months salary to 31/03/25.
		£341.68	Clerk, 6 months tax to 31/03/25.
		£34.98	Clerk, reimbursement, ink cartridges x2.
		£8.35	Clerk, reimbursement, next day delivery letter.
		£80.00	SLCC annual membership fee for Clerk.
		£132.00	Defib4life, new pads x 2, Lythe defibrillator.
7.4	Invoices, processed. As above.		
7.5	Invoices for approval:		
7.5.1	At agenda publication.		
	None.		
7.5.2	After agenda publication.		
7.6	NY0365 Lythe Parish Council – 2024/25 AGAR external auditor instructions and intermediate review 5% sample.		
7.7	Model Agreement Expenditure 2024/25, form returned.		
7.8	Consider financial spend for plants, Sandsend flower beds (including Raven Hill terrace – bark?) and Lythe planters.		
7.9	To consider and approve the draft 2025/6 budget.		
7.10	To consider Clerk’s attendance on Understanding Highway Regulations, together with practical guidance, cost £10, 15 May 2025.		
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 12 May 2025, after the Annual Parish Council meeting that commences at 18:00, 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	NYC	North Yorkshire Council
CCG	Clinical Commissioning Group	NYFRS	North Yorkshire Fire and Rescue Service
CSW	Community Speed watch	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