

LYTHE PARISH COUNCIL

MEETING, MONDAY 1 SEPTEMBER 2025, 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 - 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 consider the accuracy of the minutes of 2 June and 7 July 2025 Parish Council meeting and approved if agreed.
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	NYM/2025/0384 Application for installation of slate tile to gabled dormer and painting of rendered walls at 2 Green Haven, High Street, Lythe*.
3.2.2	NYM/2025/0386 Application for Listed Building consent for insulation works at High Leas Farm, Low Lane, Lythe*.
3.2.3	NYM/2025/0382 Application for replacement of uPVC window with timber single-glazed timber Yorkshire sliding sash window to north gable, rebuilding of unstable boundary wall with partial demolition to create access with gate, removal of hedge and widening of pedestrian gateway to southern boundary at Lythe Hall, The Causeway, Lythe.
3.2.4	NYM/2025/0383 Application for Listed Building consent for replacement of uPVC window with timber single-glazed timber Yorkshire sliding sash window to north gable, rebuilding of unstable boundary wall with partial demolition to create access with gate, removal of hedge, widening of pedestrian gateway to southern boundary together with installation of four stoves, flue liners and chimney cowl at Lythe Hall, The Causeway, Lythe.
3.3	Parish items to address*.
3.4	New noticeboards for Goldsborough and Sandsend*. The Clerk reported that a quotation of £78.00 (inc. VAT) for lettering had been received.
3.5	Revised Standing Orders*.
3.6	To discuss traffic on East Row bridge, an issue raised at the Annual Parish Assembly.
3.7	Overgrown pavement on Lythe Bank from the Gatehouse down to the bench by the field corner, working party.
3.8	Sandsend Trail*.
3.9	Councillors Register of Interest forms review.
3.10	Investigation of use of gov.uk on emails/website.
3.11	Parish Liaison, North Yorkshire Local Plan: Our First Conversation Update*.
3.12	2025 Community Facilities survey*.
3.13	Save the Date! Parish Training Event Thursday 18 September 2025*.
3.14	YLCA website - Log in instructions for Councillors updated*.

ITEM	SUBJECT
4.1.	To consider the following planning applications
4.1.1	NYM/2025/0530 Application for Listed Building consent for installation of replacement timber slim-line double glazed windows at High Leas, Low Lane, Lythe.
4.1.2	NYM/2025/0528 Application for Listed Building consent for installation of replacement timber slim-line double glazed windows at Upton Hall Farm, Lythe.
4.1.3	NYM/2025/0527 Application for Listed Building consent for installation of replacement timber slim-line double glazed windows at Woodbine Cottage, Goldsborough Lane, Goldsborough.
4.1.4	NYM/2025/0526 Application for Listed Building consent for installation of replacement timber slim-line double glazed windows at Middle Farm, Goldsborough.
4.1.5	NYM/2025/0508 Application for Listed Building consent for rebuilding of a section of north gable wall, re-roofing works, lowering of cill height and installation of timber door at Barnby Sleights Farm, Hutton Mulgrave.
4.2	To receive the following planning decision, full information on relevant websites.
4.2.1	NYM/2025/0383 Lythe Hall, The Causeway, Lythe. Listed Building consent for replacement of uPVC window with timber single-glazed timber Yorkshire sliding sash window to north gable, rebuilding of unstable boundary wall with partial demolition to create access with gate, removal of hedge and widening of pedestrian gateway to southern boundary together with installation of four stoves, flue liners and chimney cowl. Listed Building Consent Granted with Conditions
4.2.2	NYM/2025/0386 High Leas Farm, Low Lane, Lythe. Listed Building consent for insulation work. Listed Building Consent Granted
4.2.3	NYM/2025/0382 Lythe Hall, The Causeway, Lythe. replacement of uPVC window with timber single-glazed timber Yorkshire sliding sash window to north gable, rebuilding of unstable boundary wall with partial demolition to create access with gate together with removal of hedge and widening of pedestrian gateway to southern boundary. Approved with Conditions
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 4, 18, 28 July, 1, 8, 15, 22 August 2025*. - Law and Governance Bulletin, July 2025*. - New assertion 10 in the annual governance and accountability return for year ended 31 March 2026 – digital and data compliance*.
5.1.2	NYMNPA - Public Rights of Way Route prioritisation - Parish input*. - Parish Forum/Training Event - Wednesday 22 October 2025*.
5.1.3	York and North Yorkshire combined authority Help shape the Fire & Rescue Service's new Community Management Plan (by 7 September 2025)*.
5.1.4	NYC Parish Liaison: Parish Updates July and August 2025*.
5.2	Correspondence for information (excluding financial matters included in 7.0)
5.2.1	York and North Yorkshire combined authority - Deputy Mayor Newsletter, July 2025*. - New Director for Policing, Fire and Crime Directorate*.
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk
6.1	To consider the suppliers for the purchase of a new Parish Council computer due to Windows 11 and inability of current PC to be updated.
6.2	To consider plan and associated costs for the purchase of Lythe/Sandsend Christmas trees.
6.3	To consider plan and associated costs for the repainting of Sandsend bus shelter.
6.4	To confirm use of LPC email accounts.
6.5	To review service level of the NYC Seasonal Caretaker.

ITEM	SUBJECT		
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues		
7.1	Balance of accounts @ 27/08/25		
7.1.1	Savings	£9422.76	
	Current	£0.05	
7.2	Money received		
		£0.00	
7.3	Money paid		
		£1020.00	AR, KL & AC Clay, Grass cut.
		£10.00	YLCA, Understanding Highway Regulations Webinar.
		£11.00	Lythe Village Hall, hire, May 2025.
		£52.00	Information Commissioner, Annual fee.
		£13.25	Lythe Village Hall, hire, June and July 2025.
7.4	Invoices, processed. As above.		
7.5	Invoices for approval:		
7.5.1	- At agenda publication. - St Mary's, Sandsend, £23.00, Hall Hire 9 July 2025. - After agenda publication.		
7.6	2025/6 budget, to consider on an ongoing basis, additional spend to the agreed budget.		
7.7	Financial Regulations, invoices vs expenditure.		
7.8	Parish precept arrangements for 2025/26 and 2026/27*.		
7.9	To approved increase to Clerk's salary in line with NJC T&C.		
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 6 October August 2025, commencing at 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	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