

LYTHE PARISH COUNCIL

MEETING, MONDAY 6 OCTOBER 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 1 September 2025 and approve if appropriate.
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/2025/0530 Application for Listed Building consent for installation of replacement timber slim-line double glazed windows at High Leas, Low Lane, Lythe.
3.2.2	NYM/2025/0528 Application for Listed Building consent for installation of replacement timber slim-line double glazed windows at Upton Hall Farm, Lythe.
3.2.3	NYM/2025/0527 Application for Listed Building consent for installation of replacement timber slim-line double glazed windows at Woodbine Cottage, Goldsborough Lane, Goldsborough.
3.2.4	NYM/2025/0526 Application for Listed Building consent for installation of replacement timber slim-line double glazed windows at Middle Farm, Goldsborough.
3.2.5	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.
3.3	Parish items to address*.
3.4	New noticeboards for Goldsborough and Sandsend*.
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	Sendsend Trail*.
3.9	Councillors Register of Interest forms review.
3.10	Summary feedback on the Charing skills event attended by Cllr Braime.
3.11	New assertion 10 in the annual governance and accountability return for year ended 31 March 2026 – digital and data compliance*.
3.12	Public Rights of Way Route prioritisation - Parish input*, respond by 30 November 2025.
3.13	Parish Forum/Training Event (Helmsley) - Wednesday 22 October 2025*. Participation via video link.
3.14	The Fire & Rescue Service's, Community Management Plan, closed 7 September 2025*.

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3.15	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.						
3.16	Purchase of Lythe/Sandsend Christmas trees, confirmation of costs and delivery date.						
3.17	Repainting of Sandsend bus shelter.						
3.18	NYC Seasonal Caretaker.						
3.19	Costs for a replacement bench outside St Oswald's						
3.20	Grass cutting – to consider if there was a need for cuts to the current extent and frequency based on current maps.						
3.21	Councillor Vacancies To consider applications received for the vacancies to be filled by co-option.						
4.1.	To consider the following planning applications						
4.1.1	NYM/2025/0592 Application for change of use of building to office space, community workshop and gallery (no external alterations) at The Studio, High Street, Lythe*						
4.1.2	NYM/2025/0577 Application for Listed Building consent for installation of replacement slim-line double glazed timber windows at Fox & Hounds, Goldsborough Lane, Goldsborough*						
4.1.3	ZF25/01007/FLA Variation of condition 1 (plans) in relation to 21/02955/FL to allow bathroom in place of external yard Thordisa House East Row Sandsend*.						
4.2	To receive the following planning decision, full information on relevant websites.						
4.2.1	NYM/2025/0527 Woodbine Cottage, Goldsborough Lane, Goldsborough, installation of replacement timber slim-line double glazed windows. Permission granted.						
4.2.2	NYM/2025/0528 installation of replacement timber slim-line double glazed windows at Upton Hall Farm, Lythe. Permission granted.						
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 29 August, 5, 12, 19 September 2025*. - National Association of Local Councils - Coastal Parishes Forum*.						
5.1.2	NYMNPA - Coastal Parish Member Election - mid-term vacancy, nominations by 16/10/25*. - Coastal Area Parish Forum - Monday, 3 November at 7pm at Hinderwell Village Hub*.						
5.1.3	NYC - Parish Liaison - The North Yorkshire Police, Fire and Crime Panel. Respond by 09/10/25*. - Radio Teleswitch Meter Phase-Out*. - Parish Updates September 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, Summer, September 2025*.						
	YLCA Scarborough Branch Meeting - Monday, 22 September*. Apologies submitted.						
	NYC Council Briefing: Approved Policy on Election Recharges*.						
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk						
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues						
7.1	Balance of accounts @ 01/10/25						
7.1.1	<table><tr><td>Savings</td><td>£14,865.88</td><td></td></tr><tr><td>Current</td><td>£0.05</td><td></td></tr></table>	Savings	£14,865.88		Current	£0.05	
Savings	£14,865.88						
Current	£0.05						
7.2	Money received						
	<table><tr><td></td><td>£ 963.60</td><td>Model Agreement.</td></tr></table>		£ 963.60	Model Agreement.			
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7.3	<table><tr><td></td><td>£4,472.50</td><td>Parish Precept.</td></tr></table>		£4,472.50	Parish Precept.			
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	Money paid						

		£23.00	St Mary's Sandsend, hall hire.	
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7.4	Invoices, processed. As above.			
7.5	Invoices for approval:			
7.5.1	- At agenda publication. - Reimbursement to Cllr IS for stain £47.34 and paint £16.99 (total £64.33) for Sandsend bus shelter. - Reimbursement of £35.99 for stain purchase for Sandsend bus shelter. - After agenda publication.			
7.6	Approval of 6 months salary/tax for the six months April – September 2025.			
7.7	Parish precept arrangements for 2025/26 and 2026/27*.			
7.8	Replacement signatory for bank account due to Jackie Morris resignation.			
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting			
8.1	2025/6 Budget, financial spend to date and projection to 31 March 2026.			
9.0	To confirm the details of the next meeting			
	To confirm the next meeting as Monday 3 November 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