

LYTHE PARISH COUNCIL

MEETING, MONDAY 3 NOVEMBER 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.

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 6 October 2025 meetings 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/2025/0592 Application for change of use of building to office space, community workshop and gallery (no external alterations) at The Studio, High Street, Lythe*.
3.2.2	NYM/2025/0577 Application for Listed Building consent for installation of replacement slim-line double glazed timber windows at Fox & Hounds, Goldsborough Lane, Goldsborough*.
3.2.3	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*.
3.3	Parish items to address*.
3.4	Lettering on noticeboards for Goldsborough and Sandsend*.
3.5	To discuss traffic on East Row bridge, an issue raised at the Annual Parish Assembly.
3.6	Overgrown pavement on Lythe Bank from the Gatehouse down to the bench by the field corner, working party.
3.7	Sendsend Trail*.
3.8	Councillors Register of Interest forms to add to LPC website.
3.9	gov.uk email and website addresses.
3.10	Public Rights of Way Route prioritisation - Parish input*.
3.11	Parish Forum/Training Event (Helmsley) - Wednesday 22 October 2025*.
3.12	New LPC computer.
3.13	Purchase of Lythe/Sendsend Christmas trees, confirmation of costs and delivery date.
3.14	Costs for a replacement bench outside St Oswald's.
3.15	Grass cutting.
3.16	Councillor Vacancies.
3.16.1	Documentation for newly co-opted Cllr. 'Off to a Flying Start' event.
3.16.2	To consider applications for co-option for the remaining vacancy.

ITEM	SUBJECT						
4.1.	To consider the following planning applications						
4.1.1	NYM/2025/0625 Application for Listed Building consent for installation of replacement slimline double glazed timber windows and timber doors at Middle Farm, High Street, Lythe*.						
4.1.2	NYM/2025/0638 Application for Listed Building consent for installation of replacement slimline double glazed timber windows and timber doors at Rose Cottage, High Street, Lythe*.						
4.1.3	NYM/2025/0664 Application for Listed Building consent for insulation to the internal face of external walls at Seawood View, High Street, Lythe*.						
4.2	To receive the following planning decision, full information on relevant websites.						
4.2.1	Variation of condition 1 (plans) in relation to 21/02955/FL to allow bathroom in place of external yard. Thordisa House East Row Sandsend. Permitted with conditions.						
4.2.2	NYM/2025/0530 installation of replacement timber slim-line double glazed windows at High Leas, Low Lane, Lythe. Listed building consent granted with conditions.						
4.2.3	NYM/2025/0526 installation of replacement timber slim-line double glazed windows at Middle Farm, Goldsborough. Granted 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 3, 10, 17, 24 October 2025*. - Law and Governance bulletin, 10 October 2025*.						
5.1.2	NYMNPA Coastal Area Parish Member Elections 2025*.						
5.1.3	NYC - Street light unit no. S1 installed on the road connecting Cliff House Farm to Sunlight Cottage in Kettleness*. Parish Liaison - Drop-in surgery, 10am and 4pm on Thursday 6th November at Goathland Village Hall*.						
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*.						
5.2.2	NYMNPA North York Moors Management Plan Stakeholder Forum - Report and Slides*.						
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk						
6.1	To review the condition of the paint on the railings, The Parade, Sandsend and decide on any action.						
6.2	Discuss the reasons for and possible actions related to traffic calming.						
6.3	Discuss and resolve the need for a Staffing Committee.						
6.4	Discuss and resolve the need for a Business Continuity Plan.						
6.5	Consider purchase of spring flowering bulbs for Sandsend and Winter pansies for Lythe.						
6.6	Consider adoption of Civility and Respect pledges - Council, and individual.						
6.7	Consider Whole Council training, and if felt relevant, the timing.						
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues						
7.1	Balance of accounts @ 29/10/25						
7.1.1	<table><tr><td>Savings</td><td>£12,993.06</td><td></td></tr><tr><td>Current</td><td>£1000.05</td><td></td></tr></table>	Savings	£12,993.06		Current	£1000.05	
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7.2	Money received <table><tr><td></td><td>£ 30.02</td><td>Bank interest.</td></tr></table>		£ 30.02	Bank interest.			
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7.3	Money paid <table><tr><td></td><td>£354.40</td><td>HMRC, tax for Clerk's salary.</td></tr><tr><td></td><td>£418.10</td><td>Clerk's salary, payment 1 of 3.</td></tr></table>		£354.40	HMRC, tax for Clerk's salary.		£418.10	Clerk's salary, payment 1 of 3.
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7.4	Invoices, processed. As above.						

ITEM	SUBJECT
7.5	Invoices for approval:
7.5.1	- At agenda publication. - Lythe Village Hall Hire, 8 September 2025, £13.75. - YLCA, Invoice INV-4678, Chairing Skills webinar, J Braime, £73.00. - Post agenda publication.
7.6	2025/6 Budget, financial spend to date and projection to 31 March 2026, including election costs.
7.7	Parish precept arrangements for 2025/26 and 2026/27*. Precept to be agreed at December 2025 meeting, required by NYC by 31 December 2025.
7.8	Replacement signatory for bank account.
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 1 December 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