

**LYTHE PARISH COUNCIL
MEETING, MONDAY 1 DECEMBER 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 3 November 2025 meeting and approve if appropriate.
3.0	To receive information on the following ongoing issues and resolve further actions
3.1	Police report.
3.2	Planning applications to feedback to Authorities.
3.2.1	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*.
3.2.2	NYM/2025/0638 Application for Listed Building consent for installation of replacement slimline double glazed timber windows/ timber doors, Rose Cottage, High Street, Lythe*.
3.2.3	NYM/2025/0664 Application for Listed Building consent for insulation to the internal face of external walls at Seawood View, High Street, Lythe*.
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	Councillors Register of Interest forms to add to LPC website and review of individual Register of Interest forms.
3.8	gov.uk email and website addresses.
3.9	Public Rights of Way Route prioritisation - Parish input*.
3.10	New LPC computer.
3.11	Lythe and Sandsend Christmas trees.
3.12	Replacement bench outside St Oswald's.
3.13	Grass cutting.
3.14	Councillor Vacancies, co-option vacancy.
3.15	'Off to a Flying Start' training event Cllr BH.
3.16	Street light unit no. S1 installed on the road connecting Cliff House Farm to Sunlight Cottage in Kettleness*.
3.17	Parish Liaison, drop-in surgery*.
3.18	Condition of the paint on the railings, The Parade, Sandsend, request for inspection by NYC.
3.19	Discuss the reasons for and possible actions related to traffic calming*.
3.20	Implementation of a Business Continuity Plan.
3.21	Purchase of spring flowering bulbs for Sandsend and Winter pansies for Lythe.
3.22	Whole Council Training, implementation plan.

ITEM	SUBJECT						
4.1.	To consider the following planning applications						
4.1.1	ZF25/01225/FL Demolition of existing/erection of Café, Sandside, East Row Sandsend*.						
4.1.2	NYM/2025/0707 Application for alterations and subdivision of single dwellinghouse into two dwellinghouses at Kerrs Farm, High Street, Lythe*.						
4.1.3	NYM/2025/0708 Application for Listed Building consent for external and internal alterations to facilitate the subdivision of the dwellinghouse at Kerrs Farm, High Street, Lythe*.						
4.1.4	NYM/2025/0727 Application for Listed Building consent for installation of slimline double glazed timber windows and timber doors at Wayside Cottage, High Street, Lythe*.						
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						
	White Rose Bulletin 31 October, 7, 14, 21 November 2025*.						
5.1.2	NYMNPA						
	Community Forums*.						
5.1.3	NYC						
	Scarborough & Whitby Area Committee 28.11.25*.						
	Parish Liaison						
	- NYC Electric Vehicle Charging Infrastructure Programmes*. - Let's Talk Money*. - Cost of Living Campaign*.						
5.2	Correspondence for information (excluding financial matters included in 7.0)						
5.2.1	NYC Parish Liaison						
	- End of Garden Waste Collection Service for 2025*. - The Scarborough Model Agreement: Lythe*.						
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk						
6.1	Defibrillators						
6.1.1	Sandsend, draft calendar of dates/responsibility for weekly checks.						
6.1.2	Lythe, to consider taking over responsibility for the defibrillator.						
6.2	To confirm dates/times for 2026 meetings.						
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues						
7.1	Balance of accounts @ 24/11/25						
7.1.1	<table><tr><td>Savings</td><td>£12,986.29</td><td></td></tr><tr><td>Current</td><td>£0.05</td><td></td></tr></table>	Savings	£12,986.29		Current	£0.05	
Savings	£12,986.29						
Current	£0.05						
7.2	Money received						
7.3	<table><tr><td></td><td>£79.98</td><td>Christmas tree lights x 2 sets, refund for 12/24 purchase, faulty in 12/25.</td></tr></table>		£79.98	Christmas tree lights x 2 sets, refund for 12/24 purchase, faulty in 12/25.			
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	Money paid						
	<table><tr><td></td><td>£73.00</td><td>YLCA, Cllr JB attendance on Chairman's event.</td></tr><tr><td></td><td>£13.75</td><td>Lythe Village Hall, September hire.</td></tr></table>		£73.00	YLCA, Cllr JB attendance on Chairman's event.		£13.75	Lythe Village Hall, September hire.
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7.4	Invoices, processed. As above.						
7.5	Invoices for approval:						
7.5.1	- At agenda publication. £870.00, AR, KL & AC Clay, grass cut (2nd cut). £13.75, Lythe Village Hall, hire on 06/10/25. £22.00, Lythe Village Hall, hire on 28/10/25. £23.89, reimbursement to Clerk for colour ink cartridges. £24.99, reimbursement to Clerk for black ink cartridges. £360.00, reimbursement to Clerk for Christmas trees x 2. £159.96, reimbursement to Clerk for Christmas tree lights x 4. £2.50, reimbursement to Clerk for postage to return Christmas tree lights x 1. £7.98, reimbursement for spring flowering bulbs, Sandsend. - Post agenda publication.						

ITEM	SUBJECT
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 meeting as required by NYC by 31 December 2025.
7.8	Replacement signatory for bank account.
7.9	£279.07 Model Agreement contribution, churchyard maintenance at St Oswald's, Lythe.
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting
	None.
9.0	To confirm the details of the next meeting
	To confirm the next meeting as Monday 12 January 2026, 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