

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 <ul style="list-style-type: none"> • 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 1 December 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	ZF25/01225/FL Demolition of existing/erection of Café, Sandside, East Row Sandsend*.
3.2.2	NYM/2025/0707 Application for alterations and subdivision of single dwellinghouse into two dwellinghouses at Kerrs Farm, High Street, Lythe*.
3.2.3	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*.
3.2.4	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*
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	gov.uk email and website addresses.
3.8	New LPC computer.
3.9	Replacement bench outside St Oswald's and confirmation/approval of costs.
3.10	Grass cutting.
3.11	'Off to a Flying Start' training event Cllr BH.
3.12	Condition of the paint on the railings, The Parade, Sandsend, request for inspection by NYC.
3.13	Discuss the reasons for and possible actions related to traffic calming*.
3.14	Implementation of a Business Continuity Plan.
3.15	Purchase of spring flowering bulbs for Sandsend and Winter pansies for Lythe.
3.16	Whole Council Training, implementation plan.
3.17	Sandsend Defibrillator
3.18	Lythe Defibrillator

ITEM	SUBJECT
4.1.	To consider the following planning applications
4.1.1	NYM/2025/0800, Curlew Cottage, High Street, Lythe
4.2	To receive the following planning decision, full information on relevant websites.
4.2.1	NYM/2025/0625 Middle Farm, High Street, Lythe. Listed Building Consent granted with conditions.
4.2.2	NYM/2025/063 Rose Cottage, High Street Lythe. Listed Building Consent granted with conditions.
4.2.3	NYM/2025/0664 Seawood View, High Street, Lythe. Listed Building Consent 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 <ul style="list-style-type: none"> • White Rose Bulletin 5, 12, 19 December 2025*. • Rescheduled YLCA Joint Annual Meeting 2025 - Saturday, 17 January 2026, The Bridge Hotel, Walshford, Wetherby*. • YLCA Scarborough Branch - 24 February 2026: Agenda item invite*.
5.1.2	NYMNPA <ul style="list-style-type: none"> • Community Forums*. • Grants available from North York Moors NPA*.
5.1.3	NYC, INCLUDING PARISH LIAISON <ul style="list-style-type: none"> • Scarborough & Whitby Area Committee 28.11.25*. • NYC Electric Vehicle Charging Infrastructure Programmes*. • Let's Talk Money*. • Cost of Living Campaign*.
5.1.4	Estbek House, request for site visit.
5.1.5	Installation of cabinet on High Street, Lythe*.
5.1.6	ME, Parish Council property on Estate land*.
5.2	Correspondence for information (excluding financial matters included in 7.0)
5.2.1	NYC, INLCUDING PARISH LIAISON <ul style="list-style-type: none"> • The Scarborough Model Agreement: Lythe*. • Welcome to the latest council news from North Yorkshire*.
5.2.2	NYMNPA <ul style="list-style-type: none"> Public Rights of Way prioritisation 2025*.
5.2.3	York and North Yorkshire Combined Authority <ul style="list-style-type: none"> • "Start Safe, Stay Safe" New Street Harassment app to improve street safety in York and North Yorkshire.
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk
6.1	To consider use of Council debit card by the Clerk.
6.2	Christmas trees, 2026, consider different options and approaches.
6.3	Consider purchase of voucher for the person who maintains Sandsend flower beds.
6.4	Photograph of Councillors for website.
6.5	Reimbursement towards fuel costs to Cllr PC for Christmas trees collection/delivery.
6.6	Consider introduction of an IT policy.

ITEM	SUBJECT		
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues		
7.1	Balance of accounts @ 07/01/2026		
7.1.1	Savings	£ 10,770.12	
	Current	£0.05	
7.2	Money received		
		£39.72	Gross bank interest.
7.3	Money paid		
		£478.00	Reimbursement to Clerk for new LPC laptop.
		£360.00	Reimbursement to Clerk for 2 x Christmas trees.
		£279.07	Payment to Lythe PCC towards churchyard maint.
		£159.96	Reimbursement to Clerk for 2 x Christmas tree lights.
		£870.00	AR, KL & AC Clay, grass cut (2 nd cut).
		£48.88	Reimbursement to Clerk for 2 x ink cartridges.
		£35.75	Lythe Village Hall hire, October 2025.
		£13.75	Lythe Village Hall hire, November 2025.
		£7.98	Reimbursement to Clerk for bulbs at Sandsend.
		£2.50	Reimbursement to Clerk for postage (Christ t lights).
7.4	Invoices, processed. As above.		
7.5	Invoices for approval:		
7.5.1	<ul style="list-style-type: none"> At agenda publication. £11.00, Lythe Village Hall, Hire December 2025. Post agenda publication. 		
7.6	2025/6 Budget, financial spend to date and projection to 31 March 2026, inc election costs*.		
7.7	Parish precept arrangements for 2025/26 and 2026/27*.		
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 as Monday, 2 February 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