

LYTHE PARISH COUNCIL

MEETING, MONDAY 8 JANUARY 2024, COMMENCED AT 18:30, LYTHE VILLAGE HALL

Recording of meeting: None made.

Public question time: None present.

Present: Councillors, J Braime, P Cornforth, J Morris, L Smith (Chairman), T Spark (Vice Chairman) until 19:00. J A Clark (Clerk).

ITEM	SUBJECT	ACTION
1.0	Councillor Issues	
1.1	To receive declaration of interest(s) by members. Non pecuniary declarations of interest were made by Cllrs PC, JM and TS in any items related to Mulgrave Estate and by Cllr LS in item 4.1.1.	To note
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. Apologies were received from Cllrs SB and IS and the reasons approved by the Council. Apologies were received from Cllr TS who had to leave the meeting at 19:00, the reason was approved by the Council.	To note To note
2.0	Minutes of meetings	
2.1	The minutes of the meeting held on 4 December 2023. RESOLVED to confirm the minutes and obtain the Chairman's signature.	Clerk
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. RESOLVED to circulate when received.	Clerk
3.1.2	Action plan to reduce number of speeding vehicles. The Clerk reported that a response had not yet been received regarding Lythe data logger deployment nor outcome from data logger deployments in Sandsend. RESOLVED to progress with the Speed Management Protocol team	Clerk
3.2	Planning applications to feedback to Authorities.	
3.2.1	NYM/2023/0709, Lythe Community Shop Ltd, High Street, Lythe. Application for advertisement consent for the permanent display of two non- illuminated signs (submission prior to expiration of NYM/2018/0774/AD) at Lythe Community Shop Ltd, High Street, Lythe. Feedback sent.	Complete
3.3	Parish 'Items to address.' RESOLVED to continue to progress and circulate updated spreadsheet.	Clerk
3.4	Development of new LPC website. The Clerk reported that the website had been completed. RESOLVED to review and circulate to Cllrs and then arrange for it to become operational.	Clerk
3.5	LPC bench painting. The Clerk advised that the Contractor had been informed that three benches outside the Pyman Institute required painting and she would contact in Spring to arrange. RESOLVED to retain on the agenda until complete.	Clerk
3.6	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. RESOLVED to retain on agenda until consultation live.	Clerk
3.7	East Row car park, safe access/egress. The Clerk advised that NYH had agreed to a site meeting for LPC to discuss safety concerns regarding; East Row car park access/egress and footpath on East Row road bridge., RESOLVED to arrange meeting.	Clerk
3.8	Christmas trees, including donation of trees by ME, installation, lighting/carol event, school involvement. RESOLVED to send thank you correspondence to all involved.	Clerk
3.9	Housing Strategy consultation, respond by 11 December 2023*. Response sent.	Complete
3.10	North Yorkshire Council, Let's Talk Money, respond by 18 December 2023*.	NAR
3.11	Draft Statement of Community Involvement, respond by 22 December 2023. NYC had been advised that there were no comments.	Complete
3.12	NYMNPA Undergrounding of Overhead Electricity Lines. NYMNPA had been advised that LPC supported the work, including the prospect that BT lines may go undergrounds	

	whilst groundworks undertaken.	Complete
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3.13	Draft Policy on Public participation at a Parish Council meeting. The Clerk advised that the Policy had been added to the LPC website.	Complete
3.14	Digital/parishioner engagement strategy. RESOLVED to circulate the Sleights newsletter and include as a basis for discussion on the next agenda.	Clerk
3.15	Draft 2024 meeting dates/times for adoption. RESOLVED to adopt the draft circulated and add to the website.	Clerk
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	ZF23/01902/HS Alterations to 2 no. dormers and replacement of 1.no dormer with rooflight together with enlargement of door opening to east elevation. Sandygate House Lythe Bank Sandsend North Yorkshire YO21 3TG. NB: Cllr LS left the room during this discussion. RESOLVED no objections, advise NYC.	To note Clerk
4.1.2	ZF23/02016/HS Erection of single storey rear extension. Flat 1 Ravenswood The Parade Sandsend Whitby North Yorkshire YO21 3SZ. RESOLVED no objections, advise NYC.	Clerk
4.1.3	ZF23/02045/HS Erection of single storey rear extension, rear dormer and detached garage. 26 Meadowfields Sandsend Whitby North Yorkshire YO21 3SX. RESOLVED no objections, advise NYC.	Clerk
4.1.4	<p>ZF23/01968/FL Enlarging of existing opening in stone wall, new dropped kerb to create vehicular access and hardstanding. Estbek House East Row Sandsend Whitby North Yorkshire YO21 3SU. This application was discussed at length and LPC had the following objections to the application.</p> <p>This area of East Row is the focal point for vehicular and pedestrian traffic in Sandsend due to the narrow road bridge/it's footpath, pedestrian bridge, East Row car park and associated access/egress points.</p> <p>The following outlines the Council's concerns:</p> <ul style="list-style-type: none"> • There are dropped kerbs on footpaths very near to the proposed vehicular access to enable safe crossing from the pavement to the pedestrian footbridge for individuals who are less physically able and for people with wheelchairs/pushchairs/strollers. Whilst the dropped kerbs could possibly be relocated, they were placed in their current locations for safety reasons and to allow pedestrians to cross the road to reach the pedestrian bridge safely. • It would be extremely difficult to reverse into the proposed access area due to the volume of pedestrian/vehicular traffic and virtually impossible to turn around in the proposed space to enable a vehicle to leave the space in a forward direction that would enable the driver to see the surroundings/potential hazards more clearly. • There are double yellow lines in front of the proposed vehicular access/hardstanding that indicate no parking and potential danger. • There is a bus stop located near to the site of the proposed application, again adding to the potential hazards. • There have been at least two incidents in this area within the last year that resulted in the destruction of fences/walls - by approving this application it could create more danger to pedestrians and vehicle drivers. • Regarding the above bullet point, the Parish Council is in the process of arranging a meeting with North Yorkshire Highways to discuss the safety of this whole area. <p>As can be seen from the above, the Council had major concerns regarding the planning application due to the very real and significant potential for harm. RESOLVED to send the response to NYC.</p>	Clerk
4.1.5	ZF23/01969/LB Enlarging of existing opening in stone wall, new dropped kerb to create vehicular access and hardstanding. Estbek House East Row Sandsend Whitby North Yorkshire YO21 3SU. See response in 4.1.4.	To note
4.2	To receive the following planning decision, full information on relevant websites.	
	NYM/2023/0677 Construction of porch canopy at Speedwell House, Red Lion Square, Lythe. Approved with conditions.	To note

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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"> Biodiversity Webinar - Wednesday, 10 January 	NAR																					
	<ul style="list-style-type: none"> Biodiversity, draft policy, and template*. RESOLVED to adopt and add to the LPC website. 	Clerk																					
5.2	Correspondence for information (excluding financial matters included in 7.0)																						
5.2.1	YLCA																						
	<ul style="list-style-type: none"> A Basic Understanding of the Planning System webinar 9 January*. 	NAR																					
	<ul style="list-style-type: none"> Information Bulletin & Training 8, 15, 21 December*. 	NAR																					
	<ul style="list-style-type: none"> Law & Governance Bulletins November & December 2023*. The Clerk reported that there may be additional policies required RESOLVED to review and report in to the next meeting. 	Clerk																					
	<ul style="list-style-type: none"> D Day 80- letter and information from the Pageantmaster, Bruno Peek*. RESOLVED to send information to Lythe Village Hall. RESOLVED to suggest that St Mary's and St Oswald's ring church bells to join in 'Our World ringing out for Peace' on 6 June at 18:30. 	Clerk Cllr JB/Clerk																					
	<ul style="list-style-type: none"> Environmental News from across North Yorkshire*. 	NAR																					
5.2.2	NALC																						
	<ul style="list-style-type: none"> Chief Executive's bulletins 7, 14, 21 December 2023*. 	NAR																					
5.2.3	NYMNP Adoption of North York Moors Dark Skies Supplementary Planning Document.	NAR																					
5.2.4	NYC North Yorkshire Local Plan Launch Event - Thank You	NAR																					
6.0	To agree actions on issues raised by Councillors and/or submitted to the Clerk																						
6.1	To receive a verbal report on the difficulties of recruiting Volunteer Firefighters. RESOLVED to include on the next agenda.	Clerk																					
6.2	To consider the need for a LPC Facebook page and if further action is necessary. RESOLVED to include on the next agenda.	Clerk																					
7.0	To receive information on financial matters and approve spend																						
7.1	Balance of accounts																						
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7.4	Invoices, processed. As above.																						
7.5	<p>Invoices for approval (at agenda publication). None.</p> <p>Invoices for approval (post agenda publication).</p> <ul style="list-style-type: none"> Lythe Village Hall, £11.00, Hall hire for December 2023 meeting. The Conversion Company Ltd, £1242.00, NB: includes one off payments for website development and management software, as well as annual domain hosting/security certificate. <p>RESOLVED to approve the invoices and arrange payment.</p>	Clerk																					

ITEM	SUBJECT	ACTION
7.6	Contribution towards maintenance of St Oswald's churchyard. Payment made.	Complete
7.7	2024/5 Precept requirements. Request sent to NYC.	Complete
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting	
8.1	To consider organising an event promoting the various organisations/activities within the Parish.	
9.0	To confirm the details of the next meeting	
	The next meeting was confirmed as Monday 5 February 2024, 18:30, Lythe Village Hall.	
 Meeting closed at 19:10.	

*Circulated via email.

Judy Clark, Clerk to the Council, Lythe Parish Council.

Email: clerk@lytheparishcouncil.org

Glossary			
AGAR	Annual Governance and Accountability Return	NYFRS	North Yorkshire Fire and Rescue Service
CCG	Clinical Commissioning Group	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 & Sandstead Parochial Church Council	TRO	Traffic Regulation Order
NAR	No action required	YAS	Yorkshire Ambulance Service
ME	Mulgrave Estate	YLCA	Yorkshire Local Councils Association
NYC	North Yorkshire Council		