

**LYTHE PARISH COUNCIL  
MEETING, MONDAY 13 MAY 2024, COMMENCED AT 18:25, LYTHE VILLAGE HALL**

**Public question time:** None present.  
**Present:** Councillors S Blackwell, J Morris, L Smith (Chairman),  
I Suckling. J A Clark (Clerk).

| <b>ITEM</b> | <b>SUBJECT</b>   | <b>ACTION</b>                 |
|-------------|--|-------------------------------|
| <b>1.0</b>  | <b>Councillor Issues</b>   |                               |
| 1.1         | To receive declaration of interest(s) by members.<br>Non pecuniary declarations of interest were made by Cllrs JM in any items related to Mulgrave Estate.<br>Non pecuniary declaration of interest was made by Cllr IS in item 5.1.3.   | To note<br><br>To note        |
| 1.2         | Non-attendance of Councillors <ul style="list-style-type: none"> <li>To receive and note apologies from councillors who are unable to attend the meeting.</li> <li>To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.</li> </ul> Apologies received from Cllr JB and TS and the reasons approved by the Council.<br>Apologies received from Cllr PC post meeting, the reasons will be considered by the Council at the next appropriate meeting and the council's acceptance of these if felt relevant.   | To note<br>To note<br>Council |
| <b>2.0</b>  | <b>Minutes of meetings</b>   |                               |
| 2.1         | To confirm the minutes of the meeting held on 4 April 2024 and the notes for Annual Parish Assembly on 28 April 2024. Following minor amendment to the April monthly minutes, <b>RESOLVED</b> to approve and obtain Chairman's signature. <b>RESOLVED</b> to approve the Annual Parish Assembly notes prior to formal approval at the next Annual Assembly.  | Clerk                         |
| <b>3.0</b>  | <b>To receive information on the following ongoing issues and resolve further actions</b>  |                               |
| 3.1         | Police and speeding related activities.  |                               |
| 3.1.1       | Police Report. <b>RESOLVED</b> to circulate when received.   | Clerk                         |
| 3.1.2       | Action plan to reduce number of speeding vehicles, including feedback from data loggers and potential CSW. The Clerk reported that: <ul style="list-style-type: none"> <li>further detail on the Raithwaite to Sandsend data logger deployment had been received and circulated to Cllrs. The data indicated that mean speeds of 33 &amp; 32 mph in each travel direction and 85%ile speeds of 39 &amp; 37 mph in each travel direction had been recorded for the survey period which showed a good compliance to the posted 40 mph speed limit.</li> <li>Still awaiting data from the January 2024 Sandsend deployment and the Clerk reported that North Yorkshire Police had advised that "We are currently managing an unprecedented number of concerns and are striving to address each as quickly as possible. I can advise that we have received the data for Sandsend Village, this is waiting to be triage by our team."</li> <li><b>RESOLVED</b> to wait for all data before taking any action on CSW request. Noted that as the Raithwaite to Sandsend area was in the Newholm cum Dunsley Parish Council area, that Council should be consulted in any action. <b>RESOLVED</b> to continue to progress retain on agenda.</li> </ul> | Clerk                         |
| 3.2         | Planning applications to feedback to Authorities.  |                               |
| 3.2.1       | NYM/2024/0187 Application for certificate of lawfulness for confirmation of the lawful implementation of planning permission NYM/2022/0518/FL before 07 November 2025 at Land to the rear of Holly Cottage and Meadowfield House, High Street, Lythe*. Response sent.  | Complete                      |
| 3.3         | Parish 'Items to address.' <b>RESOLVED</b> to continue to progress and circulate updated spreadsheet.  | Clerk                         |
| 3.4         | Development of new LPC website. <b>RESOLVED</b> to update on an ongoing basis, arrangements made for removal of the old website.   | Clerk                         |

| ITEM        | SUBJECT  | ACTION           |
|-------------|--|------------------|
| 3.5         | LPC bench painting, Sandsend benches. Noted that adverse weather had prevented work commencing in April, however work now underway on the benches outside the Pyman Institute. <b>RESOLVED</b> to retain on the agenda until work complete.  | Clerk            |
| 3.6         | Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. The Clerk reported that there had been no further formal information on this, <b>RESOLVED</b> to retain on agenda until further updates received from NYH.   | Clerk            |
| 3.7         | East Row car park, safe access/egress. <b>RESOLVED</b> to retain on agenda until installation of new footbridge by ME, anticipated date now by the end of May 2024.  | Clerk            |
| 3.8         | Digital/parishioner engagement strategy. Noted that Cllr TS was creating an LPC Facebook page, <b>RESOLVED</b> to retain on the agenda until live.   | Cllr TS<br>Clerk |
| 3.9         | Law & Governance Bulletins November & December 2023*, further policies. Following minor amendment, <b>RESOLVED</b> to adopt the Smoke Free and Alcohol & Drugs and add to the website. Further policies would be circulated for discussion at the next meeting.  | Clerk<br>Clerk   |
| 3.10        | Event promoting the organisations/activities within the Parish, draft proposal*. Following debate, it was <b>RESOLVED</b> that there was not the time to arrange an event to coincide with a national promotion on 7 June and it would be discussed early in 2025.   | Complete         |
| 3.11        | Lease of Land at Sandsend - Parking of Boats etc*. The Secretary of Sandsend Boat Club had been advised that the lease secured by the Parish Council had expired and the Club should contact NYC direct for a five-year lease at a cost of £2K for that period.  | Complete         |
| 3.12        | York and North Yorkshire Mayoral election 2 May 2024 - Election Comms Toolkit*.  | Complete         |
| 3.13        | Have your say on nature recovery in the North York Moors!, by 19/04/24*.   | Complete         |
| 3.14        | Sendsend flower beds, storm damage. The Clerk reported that she had met with a NYC representative who had suggested removing the top 12" of soil and then adding new soil, NB: The volunteer who maintains the beds was involved. The Clerk had subsequently contacted Raithwaite to see if they would donate topsoil, no response to date. <b>RESOLVED</b> to spend >£50 to purchase topsoil/seek other sponsor e.g. Nobles.  | Clerk            |
| 3.15        | Zebra/pelican crossing, Lythe. Request submitted to NYC, the Clerk advised that the Council will undertake various surveys to determine need and any associated costs.   | Complete         |
| <b>4.0</b>  | <b>Planning Issues</b>   |                  |
| <b>4.1.</b> | <b>To consider the following planning applications</b>   |                  |
| 4.1.1       | <p>NYM/2023/0812 Application for demolition of existing workshop and sawmill buildings, construction of three principal residence dwellings and conversion of and extension to outbuilding to form one principal residence dwelling with associated amenity spaces, garaging/parking and landscaping works at Kerrs Farm, Lythe.</p> <p><b>RESOLVED</b> that the Parish Council <b>objects</b> to the application, to draft a response and circulate for approval prior to sending to NYMNPA. The following response was subsequently sent;</p> <ul style="list-style-type: none"> <li>• The Council had no objections to the development of the area or buildings themselves as it was deemed it could enhance what was currently in place. Should this application be approved, properties should be for permanent residences as stated.</li> <li>• However, there were major concerns regarding access/egress to the site, not only during the construction phase, but particularly once the new buildings became occupied, that is; <ul style="list-style-type: none"> <li>○ previous vehicular traffic tended to be taller/narrower and therefore visibility less restricted for drivers.</li> <li>○ the access/egress to the proposed development is very narrow thus contributing to safety concerns.</li> <li>○ it was felt that there would be numerous restricting visibility issues when driving from the site on to the very busy main highway due to: <ul style="list-style-type: none"> <li>▪ the narrow road.</li> <li>▪ cars parked on the highway.</li> <li>▪ the increase in vehicular traffic associated with the proposed development.</li> <li>▪ there is an entrance/road/car park to a busy nursery directly opposite the proposed access/egress road.</li> </ul> </li> </ul> </li> </ul> | Clerk            |

|            |   |                |
|------------|---|----------------|
|            | <ul style="list-style-type: none"> <li>In considering the above, it was concluded that there would be a significant potential for harm to: <ul style="list-style-type: none"> <li>vehicle drivers accessing/egressing the site, drivers on the main highway, pedestrians.</li> </ul> </li> </ul>  |                |
| 4.1.2      | ZF24/00358/FL   Siting of a shepherd's hut with associated car parking area; installation of retaining walls, landscaping and new shed   Land To The Rear Of Rose Cottage The Valley Sandsend. <b>RESOLVED</b> no comments, advise NYMNPA.  | Clerk          |
| <b>4.2</b> | <b>To receive the following planning decision, full information on relevant websites.</b>   |                |
| 4.2.1      | ZF24/00096/HS Creation of driveway and dropped kerb following removal of dwarf brick wall 26 Meadowfields Sandsend. Permitted with conditions.  |                |
| <b>5.0</b> | <b>Correspondence received by the Clerk where decisions are required or are for information (excluding financial matters which are included in 7.0)</b>   |                |
| <b>5.1</b> | <b>Correspondence requiring decisions</b>   |                |
| 5.1.1      | YLCA  |                |
|            | <ul style="list-style-type: none"> <li>YLCA Information/vacancies bulletin/training bulletin 5, 19 April *.</li> </ul>  | NAR            |
|            | <ul style="list-style-type: none"> <li>White Rose Bulletin 12, 26 April 2024*.</li> </ul>   | NAR            |
|            | <ul style="list-style-type: none"> <li>Law &amp; Governance bulletin 2024*.</li> </ul>  | NAR            |
|            | <ul style="list-style-type: none"> <li>Department for Energy Security and Net Zero - consultation into barriers to community energy projects*. <b>RESOLVED</b> to add to website.</li> </ul>  | Clerk          |
| 5.1.2      | NYC,  |                |
|            | <ul style="list-style-type: none"> <li>Standards Bulletin*. <b>RESOLVED</b> to check bulletin, particularly in respect of individual Register of Interest forms and update as necessary.</li> </ul>   | Cllrs          |
|            | <ul style="list-style-type: none"> <li>Home to School travel policy - consultation PC H&amp;R &amp; S&amp;W ACC*.</li> </ul>  | NAR            |
| 5.1.3      | Active Travel : "Barriers to Access" Survey*. <b>RESOLVED</b> to add to website.  | Clerk          |
| 5.1.4      | NYMNPA, Coastal Area Forum - 16 May, 7pm at St Hilda's Church, Ravenscar*. <b>RESOLVED</b> to attend if of interest/available.  | Council        |
| 5.1.5      | Whitby Neighbourhood Plan*.   | NAR            |
| <b>5.2</b> | <b>Correspondence for information (excluding financial matters included in 7.0)</b>   |                |
| 5.2.1      | NALC, Chief Executive's bulletins 6, 11, 18, 25 April, 2 May 2024*.   | NAR            |
| 5.2.2      | Office of Police, Fire and Crime Commissioner to be renamed York and North Yorkshire Office for Policing, Fire, Crime and Commissioning*.   | NAR            |
| <b>6.0</b> | <b>To agree actions on issues raised by Councillors and/or submitted to the Clerk</b>   |                |
| 6.1        | Parish wide scarecrow festival to be held the last week of July 2024.   | To note        |
| 6.2        | To receive an update on some of the questions posed at the Annual Parish Assembly.  |                |
| 6.2.1      | Potholes on Lythe Bank pavement and overgrown grass verges/vegetation. Potholes on Lythe Bank reported repaired, although it may be that further work was required. <b>RESOLVED</b> to walk the bank to check on work undertaken and determine if any work still required. <b>RESOLVED</b> to request grass cut, including strimming underneath hedges as appropriate.  | Clerk<br>Clerk |
| 6.2.3      | Concern regarding the perceived disrepair of private properties. Following investigation, any concerns raised regarding unoccupied properties that are not owned by the Parish Council, parishioners should contact NYC, or the appropriate Council, with their concerns. The relevant Council may have the details of the property owner and, in certain circumstances, may have to use enforcement action to ensure that empty properties are brought back into use. <b>RESOLVED</b> to advise the parishioner, or anyone who raises a similar query, of the above. | Clerk/Cllrs    |
| 6.3        | Resolve timing for first 2024 grass cut. <b>RESOLVED</b> to arrange a cut, including strimming of vegetation under hedges on Lythe Bank.  | Clerk          |

| ITEM       | SUBJECT   | ACTION                                      |
|------------|---|---|
| <b>7.0</b> | <b>To receive information on financial matters and approve spend</b>  |   |
| 7.1        | Balance of accounts @ 07/05/24  |   |
|            | Savings   | £10,131.35                                  |
| 7.2        | Current   | £0.05                                       |
|            | Money received  |   |
|            |   | £4239.18 NYC, Precept, and model agreement. |
| 7.3        | Money paid  |   |
|            |   | £142.00 £142.00, YLCA, membership fee       |
| 7.4        | Invoices, processed. As above.  |   |
| 7.5        | Discuss, amend if appropriate and agree the 2024/5 draft financial budget*. <b>RESOLVED</b> to recirculate prior to discussion at the next meeting.   | Clerk/Cllrs                                 |
| 7.6        | Invoices and payments for approval (at agenda publication). <ul style="list-style-type: none"> <li>• £570.34, Clear Councils (formerly BHIB Councils), renewal date 01/06/24.</li> <li>• £132.00, Defib4life, two sets of adult CPR pads.</li> <li>• £130.80, J A Clark, reimbursement for work by The Computer Centre, supply, and fit replacement LCD cable on LPC pc and install/configure LPC email account on alternative computer.</li> <li>• £25.00, R Bagnall-Wild, repair and re-install Sandsend sign.</li> <li>• £24.89, J A Clark, reimbursement for purchase of ink cartridges.</li> <li>• £11.00, Lythe Village Hall, hire 29/04/24.</li> </ul> <b>RESOLVED</b> to approve and arrange payment. | Clerk                                       |
| <b>8.0</b> | <b>To notify the Clerk of matters for inclusion on the agenda of the next meeting</b>   |   |
|            | None.   |   |
| <b>9.0</b> | <b>To confirm the details of the next meeting</b>   |   |
|            | The next meeting was confirmed as Monday 3 June 2024, 18:30, Lythe Village Hall. Noted apologies received from Cllr IS.   | To note                                     |
|            | ..... Meeting closed 19:15  |   |

\*Circulated via email.

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

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| 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                      |
| ClCA     | Certificate in Local Council Administration | NYMNP | 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                   |