

LYTHE PARISH COUNCIL
MEETING, MONDAY 13 JANUARY 2025, COMMENCED AT 18:30, LYTHE VILLAGE HALL

Recording of meeting: None made.
Public question time: None.
Present: Councillors J Braime, P Cornforth, P Hogarth, J Morris, L Smith (Chairman).
J A Clark (Clerk).

ITEM	SUBJECT	ACTION
A	Introduction of Mr Ben Garstang, Director Mulgrave Estate, to the Parish Council. Mr Garstang was welcomed to the Parish Council and then introduced himself to members and vice versa and then left the meeting.	Complete
1.0	Councillor Issues	
1.1	To receive declaration of interest(s) by members. Interest declared by Cllrs PC and JM in any item related to ME.	To note
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. Apologies received from Cllrs TS and IS and the reasons approved by the Council.	To note
2.0	Minutes of meetings	
2.1	To confirm the minutes of the 2 December 2024 meeting. RESOLVED to approve 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. Circulated.	Complete
3.2	Planning applications to feedback to Authorities.	
3.2.1	ZF24/01650/LB, replacement windows at Sea View Cottage The Parade Sandsend*. Feedback sent.	Complete
3.3	Parish items to address*. Circulated. RESOLVED to continue to progress and circulate.	Clerk
3.4	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
3.5	Installation of Christmas trees and lights in Lythe & Sandsend, including plan for future. RESOLVED to send formal thank you to ME for supplying the trees, Lythe Retained Firefighters for installing lights/trees and Broadwood Pianos/Tides for supplying electricity. Following discussion on the number of issues that had arisen with the trees and lights during the Christmas 2024 period, RESOLVED to include on the October 2025 agenda to consider the purchase of smaller, thicker trees to enable Parish Council members to assist with installation and rectification of any lighting issues.	Clerk Clerk
3.6	North Yorkshire Council Parish Liaison*. See 5.2.1 below.	NAR
3.7	New noticeboards for Goldsborough and Sandsend*. A formal quotation had been received from the supplier that included board headers and carriage. RESOLVED to accept the £1,686.75 updated quotation and place an order.	Clerk
3.8	Sandsend Trail. Cllr Cornforth and the Clerk reported that they had held discussions with NYMNPA regarding the work and support to ensure that the Trail remained open. The Trail was one of a number that was under review by NYMNPA. RESOLVED to retain on agenda until further information received.	Clerk
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	ZF24/01909/HAS Variation of Condition 1 in relation to application 22/01651/HS, to allow alteration to a flat roof and creation of Juliet balcony. 34 Meadowfields Sandsend*. RESOLVED that there were no objections and to advise NYC.	Clerk
4.2	To receive the following planning decision, full information on relevant websites.	
4.2.1	NYM/2024/0644 through field adjoining and Churchyard of St Oswald's Church, High Street, Lythe. Digging of trench to lay cables to facilitate to heating upgrade of Church. Approved with Conditions	

ITEM	SUBJECT	ACTION									
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										
	• Law and Governance Bulletin December 2024*.	NAR									
	• Training & Discussion Forums Bulletin December 2024, January 2025*.	NAR									
	• White Rose Bulletin 29 November, 6, 13 December 2024*. RESOLVED to send details of the Royal Countryside Fund to Lythe Village Hall.	Clerk									
5.1.2	NYC Urban grass cutting 2025/6, including verge restoration*. RESOLVED to advise NYC that visibility splays should continue to be cut by them.	Clerk									
5.2	Correspondence for information (excluding financial matters included in 7.0)										
5.2.1	NYC, Parish Liaison: Parish Updates*. Information circulated.	Complete									
5.2.2	NYH, Area3 workshop presentation slides*.	NAR									
5.2.3	PFCC, Promoting the Mayor's consultation on funding for policing and fire and rescue services in York and North Yorkshire*.	NAR									
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk										
6.1	Purchase of defibrillator battery for the Lythe defibrillator, cost £289 + VAT. RESOLVED that as the defibrillator was for community benefit, to purchase a new battery and advise The Stiddy.	Clerk									
6.2	Dates for 2025 meetings*. RESOLVED to confirm the following commencing on Mondays at 18:30, unless indicated otherwise, venue Lythe Village Hall. • 3 February. • 3 March. • 7 April, Annual Parish Assembly, followed by the monthly Parish Council meeting. Post meeting note: time of Assembly to be confirmed at the February 2025 meeting. • 12 May, Annual Parish Council meeting commencing at 18:00 followed by the monthly Parish Council meeting. • 2 June. • 7 July. • 4 August. To be held if urgent decisions required. • 1 September. • 6 October. • 3 November. • 1 December.										
6.3	Parish Council, Clerk email configuration. The Clerk reported that there had been issues with the LPC Clerk email, RESOLVED no further action required at present.	Complete									
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues										
7.1	Balance of accounts @ 07/01/25										
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£8,794.52</td><td></td></tr> <tr> <td>Current</td><td>£0.05</td><td></td></tr> </table>	Savings	£8,794.52		Current	£0.05					
Savings	£8,794.52										
Current	£0.05										
7.2	Money received <table border="1"> <tr> <td></td><td>£21.43</td><td>Interest</td></tr> </table>		£21.43	Interest							
	£21.43	Interest									
7.3	Money paid <table border="1"> <tr> <td></td><td>£272.00</td><td>Contribution towards churchyard maintenance, St Oswald's, Lythe.</td></tr> <tr> <td></td><td>£50.00</td><td>Gift voucher for Sandsend flower beds volunteer.</td></tr> <tr> <td></td><td>£70.20</td><td>YLCA, Inv 2832, Training for Cllr Hogarth.</td></tr> </table>		£272.00	Contribution towards churchyard maintenance, St Oswald's, Lythe.		£50.00	Gift voucher for Sandsend flower beds volunteer.		£70.20	YLCA, Inv 2832, Training for Cllr Hogarth.	
	£272.00	Contribution towards churchyard maintenance, St Oswald's, Lythe.									
	£50.00	Gift voucher for Sandsend flower beds volunteer.									
	£70.20	YLCA, Inv 2832, Training for Cllr Hogarth.									
7.4	Invoices, processed. As above.										

ITEM	SUBJECT	ACTION
7.5	Invoices for approval:	
7.5.1	At agenda publication. - Lythe Village Hall, hire for 04/11/24 (£8.25), and 2/12/24 (£5.50), total £13.75. - The Computer Centre, domain hosting/renewal and SSL security certificate to 01/02/26, £204.00. - Reimbursement to Clerk, purchase of 2 sets of Christmas tree lights, £79.98. RESOLVED to approve and arrange payment.	Clerk
7.5.2	After agenda publication. None.	
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting	
8.1	Speeding traffic. RESOLVED to send Safety Management Protocol to Cllrs.	
8.2	VAT claim.	
8.3	Spend vs budget.	
9.0	To confirm the details of the next meeting	
	The next meeting was confirmed as Monday 3 February 2025, 18:30, Lythe Village Hall.	
	 Meeting closed at 19:26.	

*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