

LYTHE PARISH COUNCIL

MEETING, MONDAY 3 FEBRUARY 2025, COMMENCED AT 18:30, LYTHE VILLAGE HALL

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

ITEM	SUBJECT	ACTION
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 IS and the reasons approved by the Council. Not in attendance, Cllr TS.	To note
2.0	Minutes of meetings	
2.1	To confirm the minutes of the 13 January 2025 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	ZF24/01909/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*. Comments sent.	Complete
3.3	Parish items to address*. 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 review feedback sent previously, update if necessary and circulate draft and circulate to Cllrs for discussion at the March meeting.	Clerk
3.5	Installation of Christmas trees and lights in Lythe & Sandsend, including plan for future. Reported that formal thank you sent.	Complete
3.6	New noticeboards for Goldsborough and Sandsend*. Reported that boards had been ordered and should be delivered in mid-February 2025 for installation. RESOLVED to contact ME to see if they could install the board at Goldsborough and C Harrison to install the board at Sandsend.	Clerk
3.7	Sandsend Trail. Reported that no further information had been received from NYMNPA since the initial contacts, RESOLVED to progress again.	Clerk
3.8	Royal Countryside Fund information to Lythe Village Hall*. Information sent.	Complete
3.9	NYC Urban grass cutting 2025/6, including verge restoration*. NYC had been advised that visibility splays should continue to be cut by them.	Complete
3.10	Purchase of defibrillator battery for the Lythe defibrillator, cost £289 + VAT. Reported that following discussions with The Stiddy representative, a new battery would be ordered now rather than wait until charge depleted further. RESOLVED to order new battery.	Clerk
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	None at agenda publication.	
4.2	To receive the following planning decision, full information on relevant websites.	
4.2.1	ZF24/00358/FL Land To The Rear Of Rose Cottage The Valley Sandsend North Yorkshire. Siting of a shepherds hut with associated car parking area; installation of retaining walls, landscaping and new shed. REFUSED.	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										
	Training & Discussion Forums Bulletin January, February 2025*.	NAR									
	White Rose Bulletin 10, 17, 24 January 2025*. Reported that the Clerk had booked on to a YLCA discussion forum on 6 February, topic - The Annual Parish Meeting. NB: zero cost for this event.	To note									
5.1.2	NYC, Town and Parish Council Survey for North Yorkshire Council Gypsy and Traveller Accommodation Assessment (GTAA) 2024/25*. RESOLVED to complete and return.	Clerk									
5.1.3	NYC Parish Liaison Public Convenience Consultation*. Respond by 21/04/25. RESOLVED to draft a response and circulate to Cllrs for discussion at the March meeting.	Clerk									
5.2	Correspondence for information (excluding financial matters included in 7.0)										
5.2.1	NYC Parish Liaison. - Street Lighting Improvement Project*. - Climate Change* (workshop held 15/01/25). - The Local Plan*. NB: May require debate/resolution in the future.	NAR NAR NAR									
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk										
6.1	Speeding traffic. RESOLVED to check with Cllr IS if he wished this including on a future agenda.	Clerk									
6.2	Annual Parish Assembly, commencement time. RESOLVED to check Mr Ben Garstang's availability to attend, ideally on 8, 9 or 10 April (on a separate date to the monthly Parish Council meeting). The Assembly would commence at 19:00 to, potentially, enable more people to attend.	Clerk									
6.3	Changes to motorhome parking (Experimental Traffic Regulation Order) - Consultation live. Covered in 3.4.	To note									
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues										
7.1	Balance of accounts @ 28/01/25										
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£8,460.79</td><td></td></tr> <tr> <td>Current</td><td>£0.05</td><td></td></tr> </table>	Savings	£8,460.79		Current	£0.05					
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7.2	Money received										
	<table border="1"> <tr> <td></td><td>£0.00</td><td></td></tr> </table>		£0.00								
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7.3	Money paid										
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7.4	Invoices, processed. As above.										
7.5	Invoices for approval:										
7.5.1	At agenda publication.										
	None.										
7.5.2	After agenda publication.										
	£11.00, Lythe Village Hall, hire January 2025. £2.55, J A Clark, signed for letter to HMRC for VAT return. RESOLVED to approve and arrange payment.	Clerk									
7.6	VAT claim. Claim submitted to HMRC.	Complete									
7.7	Spend vs budget 2024/5. RESOLVED to circulate to Cllrs.	Clerk									
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting										
8.1	Purchase of pads for the defibrillator located at The Stiddy, Lythe.										
9.0	To confirm the details of the next meeting										
	The next meeting was confirmed as Monday 3 March 2025, 18:30, Lythe Village Hall. Cllr Smith tendered apologies as she was unable to attend the March meeting.										
	 Meeting closed at 19:02.										

*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