

**LYTHE PARISH COUNCIL
MEETING, MONDAY 2 SEPTEMBER 2024, COMMENCED AT 18:30, LYTHE VILLAGE HALL**

Public question time: None present.
Present: Councillors J Braime, P Cornforth, J Morris, L Smith (Chairman), I Suckling. 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 was made by Cllrs PC and JM in any items related to Mulgrave Estate. Revised declaration form from Cllr IS. Form received and sent to NYC.	To note Complete
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 Cllr TS and the reasons approved by the Council.	To note
1.3	Exclusion of press and public in item 3.8. To consider that, due to the confidential nature of the business to be transacted, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item. RESOLVED to approve exclusion.	Complete
2.0	Minutes of meetings	
2.1	To confirm the minutes of the July 2024 meeting. RESOLVED to approve and obtain 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
3.1.2	Action plan to reduce number of speeding vehicles, including feedback from data loggers and potential for progressing a Community Speedwatch, organised, and run by the Community. The Clerk had circulated the following data from the Fire Service deployed data loggers prior to the meeting and then reiterated: <u>Outside Lythe Parish Council boundary</u> In the 40mph speed limit (Raithwaite to the Doctor's Surgery) the data showed that drivers were travelling at: - A mean (average) speed of 33/32 mph. - An 85th%ile speed of 39/37 mph (85% of all vehicles were travelling at less than the 40mph speed limit). <u>Within Lythe Parish Council boundary</u> In the 30mph speed limit (Doctor's Surgery to Sandside Café) the data showed: - A mean (average) speed of 20/21 mph - An 85%ile speed of 24/25 mph (85% of all vehicles were travelling at less than the 30mph limit). The Clerk confirmed that a Community Speedwatch had been offered by the North Yorkshire Police to the community. Cllr IS, as an individual, had requested data logger installation, and he confirmed that he had also been offered a Community Speedwatch. RESOLVED that as Community Speedwatch was a community initiative requiring 6 volunteers, Cllr IS would take the lead, plan, and implement the Speedwatch as an individual and not as a councillor. Consequently, LPC's involvement was now complete, apart from promotion on LPC website and notice boards. RESOLVED to inform Newhom cum Dunsley of the data for their parish.	IS Complete Clerk

ITEM	SUBJECT	ACTION
3.2	Planning applications to feedback to Authorities.	
3.2.1	NYM/2024/0401 Application for Listed Building consent for removal of 17 no. uPVC window and installation of replacement timber windows at Cleveland House, Goldsborough Lane, Goldsborough, Lythe*. Feedback sent.	Complete
3.2.2	ZF24/00913/FL Erection of single storey side extension with balcony, 2 storey rear extension and garage at Riggside and first floor balcony to side elevation and 2 storey rear extension at Craigmores, Riggside & Craigmores East Row, Sandsend*. Feedback sent.	Complete
3.2.3	NYM/2024/0401 Application for Listed Building consent for removal of 17 no. uPVC window and installation of replacement timber windows at Cleveland House, Goldsborough Lane, Goldsborough, Lythe*. Feedback sent.	Complete
3.3	Parish items to address*. Circulated. RESOLVED to continue to progress and circulate updated spreadsheet.	Clerk
3.4	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. Including update on a Proposed Experimental Traffic Regulation Order (TRO). The Clerk reported that the experimental TRO ban on overnight parking will commence in September and run for 18 months. A public consultation will also be launched in September. Concern was expressed by a Cllr on Sandsend (South) toilets being used to dispose of motorhome 'cassette' toilet waste. He was advised that LPC had contacted both SBC/NYC on this subject many times as well as reckless disposal of toilet waste on grass verges and in land drains. It was suggested that he contacted NYC as an individual if he wished to progress it again.	To note NAR
3.5	East Row car park, safe access/egress. New footbridge installed.	Complete
3.6	Digital/parishioner engagement strategy, Facebook page live.	Complete
3.7	National financial regulations, review for LPC*. RESOLVED to adopt and add to the website.	Clerk
3.8	Councillor vacancy. To consider the Expressions of Interest received*. Following debate on the individuals who had expressed interest, RESOLVED to co-opt Joe Hogarth as a Councillor and for him to complete the relevant documentation.	Clerk
3.9	Public Right of Way path adjacent to Meadowfields, Sandsend. A parishioner had reported the right of way was overgrown in parts and inaccessible in others and had requested path clearance. The Clerk had subsequently reported it to NYC for inspection. RESOLVED to move item to 'items to address'.	Clerk
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	Proposed diversion of Public Bridleway and Footpath No. 30.26/009 and 30.26/014, Overdale Farm. Following a site meeting between representatives from LPC and ME for footpath 30.26/014 and after lengthy debate at the meeting on both applications, it was RESOLVED the following comments would be made to NYC: • Public Bridleway 30.26/009 at Overdale Farm, Lythe No objections. • Public Footpath 30.26/014 off Lythe Bank, Lythe Objects as: • There appears to be no substantial reasons given for diverting the footpath. • The proposed footpath was significantly less convenient to use than the one currently in place.	Clerk
4.2	To receive the following planning decision, full information on relevant websites.	
4.2.1	ZF24/00913/FL Erection of single storey side extension with balcony, 2 storey rear extension and garage at Riggside and first floor balcony to side elevation and 2 storey rear extension at Craigmores. Approved with conditions.	To note
4.2.2	NYM/2024/0304 Listed Building consent for installation of loft hatch, Lythe Cottage, High Street, Lythe. Listed Building Consent Granted with Conditions.	To note
4.2.3	NYM/2024/0401 Listed Building consent for removal of 17 no. uPVC window and installation of replacement timber windows, Cleveland House, Goldsborough Lane, Goldsborough, Lythe. Listed Building Consent Granted 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													
	• Weekly news notifications 12, 22, 26 July, 2, 9, 16, 23 August 2024*.	NAR												
	• Law and Governance bulletin, July 2024*.	NAR												
5.1.2	NYMNPA													
	• Parish Training Event Wednesday 25 September 2024*. RESOLVED to check if attendance was available via Zoom/Teams and if slides used on the event could circulated if no one available to attend.	Clerk												
5.1.3	NYC													
	• Let's talk rubbish, Scarborough and Whitby*. RESOLVED to add to website.	Clerk												
	• Boundary Commission Parish Sector Briefing – Thursday 29 August at 7pm*. No one available to attend.	Complete												
5.1.4	York and North Yorkshire Combined Authority													
	• We want to hear your views on Serious Violence, the impact it has on communities and how to combat it*. RESOLVED to add to the website.	Clerk												
5.2	Correspondence for information (excluding financial matters included in 7.0)													
5.2.1	YLCA													
	• Annual Review 1 April 2023 to 31 March 2024*.	NAR												
	NYC													
	• Planned works for various roads in north area 3, including Goldsborough Lane*.	NAR												
	• Tour of Britain Cycle Race Wednesday 4th September 2024*.	NAR												
	• Local Plan update*.	NAR												
	• Carriageway patching, Sandsend Road*.	NAR												
	• Support/Training for Parish and Town Councils, East Area 5 September 2024, 3pm*.	To note												
	NYMNPA													
	• Slides from Joint Parish Forum at Land of Iron Museum - 16 July*.	NAR												
6.0	To agree actions on issues raised by Councillors and/or submitted to the Clerk													
6.1	Email received requesting recording of road traffic incidents. Cllr IS requested that Council members forward him details of any traffic incidents they encountered in the parish so that he could collate them as an individual.	To note												
6.2	Traffic cones on The Parade, Sandsend. The Clerk confirmed that, following contact from a parishioner, traffic cones on the highway (footpath or road) were illegal, it is not a parish council issue but a police matter.	To note												
6.3	Handrail installation request on the slope below the steps adjacent to Sandside Café*. RESOLVED to request extension of the handrail installation from the current steps on to the beach on the slipway adjacent to Sandside.	Clerk												
6.4	Grass cutting – plan for the future. RESOLVED that it was very difficult to plan in advance, but to try to anticipate when cuts required well in advance of when needed.	Council												
7.0	To receive information on financial matters and approve spend													
7.1	Balance of accounts @ 27/08/24													
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£0</td><td></td></tr> <tr> <td>Current</td><td>£7,752.16</td><td></td></tr> </table>	Savings	£0		Current	£7,752.16								
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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													
	<table border="1"> <tr> <td></td><td>£1080.00</td><td>AR, KL & AC Clay, Grass cutting June 2024.</td></tr> <tr> <td></td><td>£19.25</td><td>Lythe Village Hall, Hire 13 May and 3 June 2024.</td></tr> <tr> <td></td><td>£8.80</td><td>Lythe Village Hall, Hire, 1 July 2024.</td></tr> <tr> <td></td><td>£40.00</td><td>Information Commissioner's Office, annual fee.</td></tr> </table>		£1080.00	AR, KL & AC Clay, Grass cutting June 2024.		£19.25	Lythe Village Hall, Hire 13 May and 3 June 2024.		£8.80	Lythe Village Hall, Hire, 1 July 2024.		£40.00	Information Commissioner's Office, annual fee.	
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7.4	Invoices, processed. As above.													
7.5	Approval of spend of £15.00 for 3 bags of compost for Lythe planters. RESOLVED to approve and arrange reimbursement. RESOLVED to approve purchase of two/three bags of topsoil for Lythe planters.	Clerk Clerk												

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7.5	Invoices for approval. None.	NAR
7.6	New savings bank account. Documentation sent to open new account. RESOLVED to retain on agenda until complete.	Clerk
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting	
8.1	2024/5 Spend vs budget.	
8.2	Approval of Clerk's salary up to end September 2024.	
9.0	To confirm the details of the next meeting	
	The next meeting was confirmed as Monday 14 October 2024, 18:30, Lythe Village Hall.	
	 Meeting closed at 19:54	

*Circulated via email. At 18:30

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