

**LYTHE PARISH COUNCIL
MEETING, MONDAY 7 APRIL 2025, COMMENCED 18:35 AFTER THE LYTHE PARISH ANNUAL
ASSEMBLY THAT COMMENCES AT 18:00, LYTHE VILLAGE HALL**

Recording of meeting: None made.
Public question time: None present.
Present: Councillors J Braime, J Hogarth, 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	
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 PC and the reason approved by the Council. Not in attendance, Cllr JM. Apologies received post meeting and the reason discussed at the next meeting.	To note To note/ Clerk
2.0	Minutes of meetings	
2.1	RESOLVED to approve the minutes of the 10 March 2025 meeting 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. Report circulated. RESOLVED to contact the police if Parish information appears not included in the next report.	Clerk
3.2	Planning applications to feedback to Authorities.	
3.2.1	ZF24/01576/HS Replacement of timber windows with upvc, to Flat 1 and communal area Flat 1 Whitehaven The Parade Sandsend*. Response 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. Response to the consultation sent to NYC.	Complete
3.5	New noticeboards for Goldsborough and Sandsend*. Quotation for lettering. No response yet received to requests, RESOLVED to progress again.	Clerk
3.6	Sandsend Trail. The Clerk advised that NYMNPA had confirmed, verbally, that the Trail would remain open and work was underway to develop appropriate support material. RESOLVED to progress again for a formal response.	Clerk
3.7	Public Convenience Consultation*. Response sent.	Complete
3.8	Annual Parish Assembly. Assembly held.	Complete
3.9	Filling a Council Vacancy when a councillor leaves office. Cllr JB reported that, having reviewed the event summary, it would not cover the content he originally thought and therefore he felt it inappropriate to attend.	Complete
3.10	Dog control Public Space Protection Order in the Filey, Scarborough, and Whitby area*. Response sent.	Complete
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	NYM/2025/0189 Listed Building consent for removal of 17 no. uPVC windows and installation of replacement slimline double glazed timber windows at Cleveland House, Goldborough*. RESOLVED that there were no objections and NYMNPA would be informed.	Clerk
4.1.2	NYM/2025/0174 The Hedgerow Regulations 1997. Hedgerow Removal Notice – Lythe Hall*. RESOLVED that there were no objections and NYMNPA would be informed.	Clerk
4.1.3	NYM/2025/0144 Application for change of use of land to form all weather manege together with installation of ground mounted solar array (16 panels) at High Leas Farm, Low Lane, Lythe. RESOLVED that there were no objections and NYMNPA would be informed. The Council requested that NYMNPA use their professional knowledge and expertise to approve or otherwise.	Clerk

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4.2	To receive the following planning decision, full information on relevant websites.																						
4.2.1	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. Permitted with Conditions	To note																					
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																						
	• White Rose Bulletin 14, 21, 31 March 2025*.	NAR																					
5.1.2	NYMNPA Coastal Area Parish Forum, Mon 28 April 2025 at 7pm, Burniston Village Hall*. RESOLVED no one would attend, advise NYMNPA.	Clerk																					
5.2	Correspondence for information (excluding financial matters included in 7.0)																						
5.2.1	NYC Parish Liaison. Parish Update March 2025*. The information in the update, particularly in respect of the Standards Bulletin had been circulated to Cllrs.	Clerk																					
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk																						
6.1	To consider the plan for LPC Chairman and Vice Chairman roles. RESOLVED that should Cllrs be interested in a Vice Chairman/Chairman role they should email the Clerk prior to the next meeting.	Cllrs																					
6.2	Speeding traffic. Following input from Cllr IS re his concerns on safety issues within the Parish villages, RESOLVED to contact NYC again to request introduction of 20mph speed limit. Noted that NYC are currently reviewing speed limits outside all schools in the County and are also preparing a speed management strategy that they expect to be approved in the next few months.	Clerk																					
6.3	To discuss forward plan for Councillor vacancy. Following discussion on the draft poster, RESOLVED that Cllr JB would forward his comments to the Clerk who would then update the draft and advertise.	Cllr JB Clerk																					
6.4	To consider Whole Council training. RESOLVED to include on the agenda of the next meeting.	Clerk																					
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues																						
7.1	Balance of accounts @ 31/03/25																						
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£5,539.44</td><td>Credit.</td></tr> <tr> <td>Current</td><td>£0.05</td><td>Credit.</td></tr> </table>	Savings	£5,539.44	Credit.	Current	£0.05	Credit.																
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7.4	Invoices, processed. As above.																						
7.5	Invoices for approval:																						
7.5.1	At agenda publication.																						
7.5.2	None.																						
	After agenda publication.																						
	£155, YLCA, Annual Membership fee. RESOLVED to approve and arrange payment.	Clerk																					
7.6	NY0365 Lythe Parish Council – 2024/25 Annual Governance and Accountability Return (AGAR) external auditor instructions and intermediate review 5% sample. The Clerk reported that LPC had been selected for an external review.	To note																					
7.7	Model Agreement Expenditure 2024/25, form returned.	To note																					

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7.8	Consider financial spend for plants, Sandsend flower beds (including Raven Hill terrace – bark?) and Lythe planters. RESOLVED to approve £50 spend for Sandsend and £25 for Lythe to purchase plants.	Clerk
7.9	To consider and approve the draft 2025/6 budget. RESOLVED to approve and advise the Clerk of any additional spend for discussion.	Council
7.10	To consider Clerk's attendance on Understanding Highway Regulations, together with practical guidance, cost £10, 15 May 2025. After discussion on content, RESOLVED to approve and book a place.	Clerk
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting	
8.1	East Row bridge traffic (action from Annual Parish Assembly).	
9.0	To confirm the details of the next meeting	
	The next meeting was confirmed as Monday 12 May 2025, after the Annual Parish Council meeting that commences at 18:00, Lythe Village Hall.	
	 Meeting closed at 19:13	

*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	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