

LYTHE PARISH COUNCIL
MEETING, MONDAY 2 JUNE 2025, COMMENCED AT 18:30, LYTHE VILLAGE HALL

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

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 Cllrs IS and J Clark and the reasons approved by the Council. Apologies also received prior to the meeting from Cllr JM but had not been seen before the meeting commenced and would be circulated to Cllrs for approval at the next meeting.	Clerk
2.0	Minutes of meetings	
2.1	RESOLVED to approve the minutes of the annual Parish Council meeting and the May Parish Council meeting held on 12 May 2025 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. No report received. To be circulated when received. Clerk to request that the Police continue to send reports.	Clerk
3.2	Planning applications to feedback to Authorities.	
3.2.1	NYM/2025/0223 Application for variation of condition 2 of planning approval NYM4/039/0204/PA to allow extended opening hours (06:30am to 08:30pm) at The Old Blacksmiths, High Street, Lythe*. Response sent.	Complete
3.2.2	NYM/2025/0292 Application for installation of replacement door and painting of render at Speedwell House, Red Lion Square, High Street, Lythe*. Response sent.	Complete
3.3	Parish items to address*. Report not circulated due to Clerk's absence. RESOLVED to circulate on her return and continue to progress.	Clerk
3.4	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. The consultation is now closed. RESOLVED to contact NYC to determine how the success or otherwise of the ban will be measured.	Clerk
3.5	New noticeboards for Goldsborough and Sandsend*. Quotation for lettering. Cllr LS has sent the proposed supplier photos of the 3 noticeboards and approximate sizes of the areas for the lettering. RESOLVED to retain on the agenda.	Clerk
3.6	Councillor vacancy. As there had been no expressions of interest, an open-ended poster has been added to noticeboards and website. Council members have been unable to encourage people to apply for the position. RESOLVED to retain on the agenda	Clerk
3.7	Clerk's attendance on Understanding Highway Regulations, with practical guidance. The Clerk attended the event but felt she did not learn anything worthy of feeding back to the Council.	Complete
3.8	Revised Standing Orders*. RESOLVED to be reviewed over the Summer period.	Clerk/Cllr LS
3.9	To discuss traffic on East Row bridge, an issue raised at the Annual Parish Assembly. To request a traffic survey during the busier periods in Sandsend. RESOLVED to arrange a meeting with NYH and extend the invitation to Cllr JH if available.	Clerk/Cllr JH
3.10	Facebook, administration and updates. Cllr JB advised that Tom Spark had handed over responsibility of the LPC Facebook to himself. RESOLVED to add Councillor vacancy to Facebook.	Cllr JB

ITEM	SUBJECT	ACTION						
3.11	Grass cut, 1 st of 2025. This has been carried out. Cllr PC advised that Clay's have had difficulty in completing the cut behind Sandsend North toilets due to parked cars. As this area of grass does not impact on traffic safety, it was agreed that it was not important. Cllr JH advised that the path on Lythe Bank from the Gatehouse down to the bench by the field corner still needs widening. RESOLVED that the Clerk will organise a working party in due course.	Complete Clerk						
4.1.	To consider the following planning applications							
4.1.1	None.							
4.2	To receive the following planning decision, full information on relevant websites.							
4.2.1	NYM/2025/0223. Blacksmith', High Street, Lythe. Variation on condition 2 of planning approval NYM4/39/0204/PA to allow extended opening (06.30am to 08.30pm). Approved with Conditions.							
4.2.2	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. Listed Building Consent Granted with Conditions.							
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 9,16,23 May 2025*. - Law and Governance Bulletin May 2025*. Annual meeting of the Scarborough Branch, 12 June 19:00*.	NAR NAR NAR						
5.2	Correspondence for information (excluding financial matters included in 7.0)							
5.2.1	NYC Deputy Mayor Newsletter: May 2025	NAR						
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk							
6.1	Sendsend Trail*. Cllr PC said there had been a meeting on 2/6/25 with ME and NYMNP to negotiate over the paths that make up the Sandsend Trail. They're permissive paths rather than full public rights of way, and have been badly damaged by ponies grazing there. Possibility of reinstating parts of the trail, but negotiations are ongoing and it depends what maintenance ME are willing to undertake and whether they're going to graze the area in future. NYMNP are waiting for a clearer decision from Ben Garstang (ME). NYMNP will be in touch with the Clerk. Cllr PC also mentioned an upcoming NYMNP initiative where parish councils may be able to flag particular walking routes in their area as priorities. RESOLVED to retain on the agenda.	Clerk						
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues							
7.1	Balance of accounts @ 28/05/25							
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£10,502.11</td><td>Credit.</td></tr> <tr> <td>Current</td><td>£0.05</td><td>Credit.</td></tr> </table>	Savings	£10,502.11	Credit.	Current	£0.05	Credit.	
Savings	£10,502.11	Credit.						
Current	£0.05	Credit.						
7.2	Money received							
	<table border="1"> <tr> <td></td><td>£0.00</td><td></td></tr> </table>		£0.00					
	£0.00							
7.3	Money paid							
	<table border="1"> <tr> <td></td><td>£354.44</td><td>Zurich Insurance, Annual Premium</td></tr> </table>		£354.44	Zurich Insurance, Annual Premium				
	£354.44	Zurich Insurance, Annual Premium						
7.4	Invoices, processed. As above. Cllr LS advised that she and the Clerk had compared the Zurich insurance policy with the existing one and had found no obvious differences. As a result, they had moved to Zurich with a significant saving in premium.	Complete						
7.5	Invoices for approval:							
7.5.1	- At agenda publication. £11.00 Lythe Village Hall, hire for May 2025. - After agenda publication None	Clerk						

ITEM	SUBJECT	ACTION
7.6	NY0365 Lythe Parish Council – 2024/25 Annual Governance and Accountability Return (AGAR) external auditor instructions and intermediate review 5% sample. Completed and appropriate documentation sent to external auditors and placed on website and notice boards.	Complete
7.7	2025/6 budget, to consider any additional spend to add the agreed budget. RESOLVED that as no additional spend had been identified, members to highlight proposed spend as appropriate.	Council
7.8	Financial Regulations, invoices vs expenditure. RESOLVED to retain on the agenda until first audit has been completed.	Cllr JB/ Clerk
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting None.	
9.0	To confirm the details of the next meeting	
	The next meeting was confirmed as Monday 7 July 2025, commencing at 18:30, Lythe Village Hall.	
	 Meeting closed at 18:57	

*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