

LYTHE PARISH COUNCIL

MEETING, MONDAY 12 MAY 2025, AFTER THE LYTHE PARISH ANNUAL COUNCIL MEETING THAT COMMENCED AT 18:25, LYTHE VILLAGE HALL

Recording of meeting: None made.
 Public question time: None present.
 Present: Councillors J Braime, PCornforth, J 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	
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 post April meeting from Cllr JM and the reason approved by the Council. Apologies received from Cllr IS and the reason approved by the Council.	
2.0	Minutes of meetings	
2.1	RESOLVED to approve the minutes of the 7 April 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. Circulated. It had been indicated that the reports may not be circulated in future, RESOLVED to send request to Police to continue to send the reports.	Clerk
3.1.2	Speeding traffic within the Parish villages. The Clerk reported that NYH had responded to the request, extract as follows: "there is a subtle change coming in our approach to speed limit management. If the current proposal is approved – management of all speed limits will pass from the local Area team to a central team based at County Hall. This is being looked at so a uniform approach can be applied across the whole county, rather than 7 Area offices doing the same thing, but in slightly different ways..... I will pass your request onto the person who will be leading this team for a response. The Clerk then reported that the team lead had been in contact and advised that given the number of requests NYC are receiving this could take some time. Subsequently the Clerk read through her initial email request sent to NYH so that Cllrs were aware of its content.	Complete
3.2	Planning applications to feedback to Authorities.	
3.2.1	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*. Response sent.	Complete
3.2.2	NYM/2025/0174 The Hedgerow Regulations 1997. Hedgerow Removal Notice – Lythe Hall*. Response sent.	Complete
3.2.3	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. Response sent.	Complete
3.3	Parish items to address*. Circulated. RESOLVED to continue to progress and circulate. The Clerk reported that she had met with NYC Cleansing and walked around half of Sandsend with them to identify required work. A small team had been deployed very swiftly and carried out much need work - clearing grass/sand from pavements around the East Row area, an interim re-staining of benches until refurbishment could be undertaken. RESOLVED to send 'thank you' to the team involved. The Clerk then reported that should would be meeting with NYC again to walk around other areas of the village to identify further work. RESOLVED to report back when appropriate.	Clerk Clerk Clerk
3.4	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. The Clerk reported that whilst the end date of the consultation appeared as 26 May 2025, NYC anticipates that this will be extended until June/July 2025 to encapsulate summer visitors. RESOLVED to retain on the agenda.	Clerk

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3.5	New noticeboards for Goldsborough and Sandsend*. Quotation for lettering. The Clerk reported that there had been issues with the supplier's computer system. RESOLVED to progress again.	Clerk
3.6	Sandsend Trail. The Clerk reported that she had been unable to obtain any further details on the plans for the trail from NYMNPA. RESOLVED that as NYMNPA had confirmed that the trail would continue to exist, no further action would be taken by LPC.	Complete
3.7	LPC Chairman and Vice Chairman roles. Noted that Cllr L Smith had been re-elected as Chairman and Cllr J Braime as Vice Chairman.	To note
3.8	NYMNPA Coastal Area Parish Forum, Mon 28 April 2025 at 7pm, Burniston Village Hall*. As no one had been available to attend, apologies had been submitted.	Complete
3.9	Councillor vacancy. As there had been no expressions of interest, RESOLVED to update poster without and end date. RESOLVED that Council members would garner interest if possible.	Clerk Council
3.10	Clerk's attendance on Understanding Highway Regulations, with practical guidance. Noted that the Clerk was booked on to the event and would feedback after attendance.	Clerk
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	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*. RESOLVED that there were no objections and NYMNPA would be informed.	Clerk
4.1.2	NYM/2025/0292 Application for installation of replacement door and painting of render at Speedwell House, Red Lion Square, High Street, Lythe*. RESOLVED that there were no objections and NYMNPA would be informed.	Clerk
4.2	To receive the following planning decision, full information on relevant websites.	
4.2.1	None.	
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 4, 11, 17, 25 April 2025*. - Law and Governance Bulletin early April 2025*. - Revised Standing Orders*. RESOLVED to review over the Summer. - Annual meeting of the Scarborough Branch, 12 June 19:00*. RESOLVED to include as agenda item at the next meeting once topics for the branch meeting were available.	NAR NAR Cllr LS/ Clerk Clerk
5.2	Correspondence for information (excluding financial matters included in 7.0)	
5.2.1	NYC Parish Liaison. Parish Update April 2025*. RESOLVED no action required.	NAR
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk	
6.1	To consider Whole Council training. RESOLVED that as there was still a Councillor vacancy, the Clerk would include this topic as a future agenda item at the appropriate time.	Clerk
6.2	To discuss traffic on East Row bridge, an issue raised at the Annual Parish Assembly. RESOLVED to contact NYC to discuss why there were no road markings on the bridge. Agree that would not be requested now as the Council were interested in the thinking behind lack of markings. Also RESOLVED to check if a further traffic survey could be undertaken during a busier period (last survey undertaken in a late Autumn).	Clerk Clerk
6.3	To consider use of Facebook. RESOLVED that Cllr JB would take responsibility for admin and update page in conjunction with the Clerk. RESOLVED that he would obtain necessary passwords etc from Tom Spark.	Cllr JB/ Clerk Cllr JB
6.4	To consider when first grass cut should take place. RESOLVED to request first grass of the year.	Clerk

ITEM	SUBJECT	ACTION									
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues										
7.1	Balance of accounts @ 06/05/25										
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£10,856.55</td><td>Credit.</td></tr> <tr> <td>Current</td><td>£0.05</td><td>Credit.</td></tr> </table>	Savings	£10,856.55	Credit.	Current	£0.05	Credit.				
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7.2	Money received										
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	Money paid										
	<table border="1"> <tr> <td></td><td>£155.00</td><td>YLCA, Annual Membership fee.</td></tr> </table>		£155.00	YLCA, Annual Membership fee.							
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7.4	Invoices, processed. As above.										
7.5	Invoices for approval:										
7.5.1	At agenda publication. Consider approval of Clear Councils Insurance, £716.74 (NB: change of underwriter) or seek alternative providers. The Clerk reported that there had been a 25% increase in the premium. RESOLVED to compare current policy against an alternative provider that appeared to be significantly better value.	Cllr LS/ Clerk Clerk									
7.5.2	RESOLVED to approve the £716.74 premium and arrange payment should the alternative provider not provide appropriate cover. After agenda publication. £16.50, Lythe Village Hall, hire for April 2025. £33.94, J A Clark (Clerk), reimbursement for plant purchase for Sandsend. 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. All documentation has been prepared and approved by Council at the preceding Annual Meeting. RESOLVED to send relevant exemption form to the external auditor along with other appropriate documents required for the 5% intermediate review. RESOLVED to publicise on website and appropriate notice boards.	Clerk Clerk									
7.7	Financial spend on plants. Noted that £33.94 of the £50.00 approved spend for Sandsend had been used.	To note									
7.8	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									
7.9	Financial Regulations, invoices vs expenditure. RESOLVED that in conjunction with the Clerk, Cllr JB would undertake an audit on a quarterly basis prior to an LPC meeting.	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 2 June 2025, commencing at 18:30, Lythe Village Hall.										
	 Meeting closed at 19:09										

*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