

LYTHE PARISH COUNCIL

MEETING, MONDAY 7 JULY 2025, COMMENCED AT 18:35, LYTHE VILLAGE HALL

Recording of meeting: None made.
Public question time: None present.
Present: Councillors J Braime (Vice Chairman), P Cornforth, 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. None.	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 Cllr JM for the meeting on 2 June 2025 and the reasons approved by the Council. Absent: Cllr JM.	To note
2.0	Minutes of meetings	
2.1	As there were not the appropriate Cllrs available for this item, RESOLVED to leave approval of the minutes of the 2 June 2025 meeting until the next appropriate meeting.	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. Clerk had requested that the Police continue to send reports.	Complete
3.2	Planning applications to feedback to Authorities. None.	
3.3	Parish items to address*. Updated spreadsheet circulated. RESOLVED to continue to progress and retain on the agenda.	Clerk
3.4	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. Consultation measures. The Clerk reported that the focus of the NYC review would be the reduction in visual amenity by motorhome/campervan parking, however all other issues reported by consultation comments would be taken in to account. Also reported that the consultation was still open, mainly due to capture comments from summer visitors, RESOLVED to highlight that the consultation was still open as appropriate.	Council
3.5	New noticeboards for Goldsborough and Sandsend*. The Clerk reported that a quotation of £78.00 (inc. VAT) for lettering had been received. RESOLVED to accept the quotation and progress the order.	Clerk
3.6	Councillor vacancy. Added to the LPC noticeboards and Facebook page, no interests expressed to date. RESOLVED to continue to advertise.	Cllr JB/Clerk
3.7	Revised Standing Orders*. RESOLVED to review and present to the September 2025 meeting.	Cllr LS/Clerk
3.8	To discuss traffic on East Row bridge, an issue raised at the Annual Parish Assembly. The Clerk advised that Cllr JH and she were meeting, on site, with the Area Highways manager on 8 July 2025. RESOLVED that they would report back at the next appropriate meeting.	Cllr JH/Clerk
3.9	Facebook, administration, and updates. Cllr JB now had the necessary access and, in conjunction with the Clerk, would add appropriate information.	Complete
3.10	Overgrown pavement on Lythe Bank from the Gatehouse down to the bench by the field corner, working party. RESOLVED to check if formal permission required from NYC for Parish Council members to clear the overgrown pavement.	Clerk
3.11	Sandsend Trail*. Cllr PC reported that NYMNPA promoted two footpaths in each Parish and that the Trail could possibly be one of these. No further update on this had been received by the Clerk and it was noted that the Park were awaiting information from ME. RESOLVED to retain on the agenda.	Clerk

ITEM	SUBJECT	ACTION
4.1.	To consider the following planning applications	
4.1.1	NYM/2025/0384 Application for installation of slate tile to gabled dormer and painting of rendered walls at 2 Green Haven, High Street, Lythe*. RESOLVED that there were no objections and NYMNPA would be informed.	Clerk
4.1.2	NYM/2025/0386 Application for Listed Building consent for insulation works at High Leas Farm, Low Lane, Lythe*. RESOLVED that there were no objections and NYMNPA would be informed.	Clerk
4.1.3	NYM/2025/0382 Application for replacement of uPVC window with timber single-glazed timber Yorkshire sliding sash window to north gable, rebuilding of unstable boundary wall with partial demolition to create access with gate together with removal of hedge and widening of pedestrian gateway to southern boundary at Lythe Hall, The Causeway, Lythe. RESOLVED that there were no objections and NYMNPA would be informed.	Clerk
4.1.4	NYM/2025/0383 Application for Listed Building consent for replacement of uPVC window with timber single-glazed timber Yorkshire sliding sash window to north gable, rebuilding of unstable boundary wall with partial demolition to create access with gate, removal of hedge and widening of pedestrian gateway to southern boundary together with installation of four stoves, flue liners and chimney cowl at Lythe Hall, The Causeway, 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	NYM/2025/0292 Installation of replacement door and painting of render at Speedwell House, Red Lion Square, High Street, Lythe. Approved with conditions.	
4.2.2	NYM/2025/0162 Prior approval for creation of track for agricultural purposes under Part 6 Schedule 2 of the 2015 Town and Country Planning (General Permitted Development) Order (or any order revoking and re-enacting that Order) at north of Phipps Farm, High Street, Lythe. Permission refused.	
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 6, 13, 20, 27 June 2025*. - Law and Governance Bulletin, June 2025*. The Clerk reported that; - as Councillors Register of Interest forms now had to be kept on the LPC website rather than a link to NYC, it would be opportune to review them. RESOLVED to review, update as necessary, and email them to the Clerk prior to the September 2025 meeting so that they could be added to the LPC website. - In Assertion 10 of the 2025/6 AGAR there was very strong recommendation that gov.uk should be used by Councils. RESOLVED to investigate further and report in to the September 2025 meeting.	NAR Councillors Clerk Clerk
5.1.2	NYC	
	Parish Liaison, North Yorkshire Local Plan: Our First Conversation Update*. RESOLVED to hold an additional meeting to discuss and agree consultation response.	Clerk/Cllrs
	NYC Local Plan consultation reminder*.	NAR
5.1.3	NYMNPA	
	2025 Community Facilities survey*. RESOLVED to complete and circulate to Cllrs for comment prior to submission by 01/08/25.	Clerk Cllrs
	Save the Date! Parish Training Event Thursday 18 September 2025*. RESOLVED to consider who, if anyone, would be available to attend and discuss at the next meeting.	Council
5.2	Correspondence for information (excluding financial matters included in 7.0)	
5.2.1	YLCA	
	New publication from the National Association of Local Councils - the 2025 edition of Local Councils Explained*.	NAR
	Important Notice - Neighbourhood Plans*.	NAR
	YLCA website - Log in instructions for Councillors updated*. RESOLVED to resend to Cllrs.	Clerk

ITEM	SUBJECT	ACTION						
	NYC							
	Update on Call for Sites Map for Parish Councils*.	NAR						
	Nature Recovery Strategy Webinar 9th July 2025*.	NAR						
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk							
	None.							
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues							
7.1	Balance of accounts @ 02/07/25							
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£10,529.01</td><td></td></tr> <tr> <td>Current</td><td>£0.05</td><td></td></tr> </table>	Savings	£10,529.01		Current	£0.05		
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7.2	Money received							
	<table border="1"> <tr> <td></td><td>£26.90</td><td>Bank interest</td></tr> </table>		£26.90	Bank interest				
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7.3	Money paid							
	<table border="1"> <tr> <td></td><td>£33.94</td><td>J A Clark, reimbursement for plants</td></tr> <tr> <td></td><td>£16.50</td><td>Lythe Village Hall, Hire April 2025</td></tr> </table>		£33.94	J A Clark, reimbursement for plants		£16.50	Lythe Village Hall, Hire April 2025	
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7.4	Invoices, processed. As above.							
7.5	Invoices for approval:							
7.5.1	- At agenda publication. YLCA, Understanding Highway Regulations Webinar Thursday, 15 May, £10.00. AR, KL & AC Clay, £1020.00, Grass cut. - After agenda publication. Lythe Village Hall hire 12 May 2025, £11.00. RESOLVED to approve and arrange payment.	Clerk						
7.6	2025/6 budget, to consider on an ongoing basis, any additional spend to add the agreed budget. RESOLVED to retain on the agenda.	Clerk						
7.7	Financial Regulations, invoices vs expenditure. First audit. RESOLVED to complete prior to the September 2025 meeting.	Cllr JB/Clerk						
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting							
	Purchase of a new Parish Council computer due to Windows 11 and inability of current PC to be updated. RESOLVED to investigate options/prices and report in to the September 2025 meeting.	Cllr JH/Clerk						
9.0	To confirm the details of the next meeting							
	The next meeting was confirmed as Monday 4 August 2025, commencing at 18:30, Lythe Village Hall, if urgent actions were required.							
	 Meeting closed at 19:16.							

*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