

**LYTHE PARISH COUNCIL
MEETING, TUESDAY 4 OCTOBER 2022, COMMENCED AT 19:00, LYTHE VILLAGE HALL**

Recording of meeting: None made.
Public question time: None present.
Present: Councillors S Blackwell, L Smith, I Suckling, J A Clark (Clerk).
Absent: Councillor P Cornforth.

ITEM	SUBJECT	ACTION
1.0	Councillor Issues	
1.1	To receive declaration of interest(s) by members. Non pecuniary declarations of interest were made by Cllrs SB in any items related to Mulgrave Estate. A pecuniary interest was declared by Cllr IS in relation to any item related to the Doctors surgery.	Cllrs as appropriate
1.2	To receive apologies for absence, including approval by the Council of the reason. Apologies received from Cllrs Lancaster, Morris and Spark, RESOLVED to approve the reasons.	Complete
2.0	Minutes of meetings	
2.1	To confirm the minutes of the meetings of 2 August and 6 September 2022 as true and accurate. RESOLVED to approve the minutes of September 2022 and arrange for Chairman's signature. As there were not enough Cllrs present at this meeting who had been at the 2 August meeting, RESOLVED that the accuracy of the minutes would be confirmed at the next relevant meeting.	Clerk 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
3.2	Planning applications to feedback to Authorities.	
	None.	NAR
3.3	Parish 'items to address'. Spreadsheet circulated, RESOLVED to retain on the agenda.	Clerk
3.4	Siting of benches along East Row beck. The Clerk reported that ME had given permission for the 'Nora Roberts' bench to be removed. RESOLVED to contact the individual who had expressed interest in sponsorship with further details. RESOLVED for removal at an appropriate time and replace with a new sponsored bench as appropriate.	Clerk Clerk
3.5	Matrix signs, data feedback. Data circulated, RESOLVED to manipulate detailed data in preparation for further discussion at the next meeting.	Clerk/Cllr SB
3.6	Village improvement grant. The Clerk reported that rolls not yet ordered, RESOLVED to purchase and install 'log rolls' with assistance of Council members and identified parishioners.	Clerk
3.7	Overnight parking of motorhomes in the main Sandsend car park & in the layby to Whitby. The Clerk reported that NYH had confirmed that it anticipated the policy would be in place prior to the 2023 holiday season. RESOLVED to retain on agenda.	Clerk
3.8	X4/X4A, request for additional services on Sundays/Bank Holidays during holiday period. RESOLVED that as no further information received, contact Arriva for an update.	Clerk
3.9	Re-siting of waste bin back to egress of Witsend car park. Awaiting re-siting, RESOLVED to add to 'Items to Address' until complete. .	Clerk
3.10	Civility & Respect project – charter, policy*. RESOLVED to adopt the Equality Policy and Dignity at Work policy and add to the website. RESOLVED to sign the pledge at an appropriate time in the future when necessary training undertaken.	Clerk Clerk
3.11	Be Aware - Safeguarding Children in North Yorkshire*. Added to the website.	Complete
3.12	Training for new Cllrs. Two Cllrs to undergo training shortly. RESOLVED to identify suitable dates for the remaining Cllr.	Clerk
3.13	Lack of footpath towards the base of Lythe bank. RESOLVED to request NYH if suitable signage could be installed e.g., pedestrians in the road, no footpath.	Clerk
3.14	New bin alongside the bench outside St Oswald's, Lythe. The Clerk advised that SBC had confirmed that a bin would be installed. RESOLVED to add to 'Items to Address' until complete.	Clerk

ITEM	SUBJECT	ACTION
3.15	Old Steps, Sandsend, bin store. Property owner(s) advised that bins must not be left on the highway (footpath), and that they should identify the relevant landowner and appropriate Planning Authority should they wish to erect a bin store.	Complete
3.16	The North York Moors Management Plan*. Added to website.	Complete
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	NYM/2022/0518 <i>Amended Application</i> for demolition of three garages/outbuildings, construction of two principal residence dwellings with associated parking and amenity spaces together with creation of 28 space car park for use by The Stiddy Public House and landscaping works at land to the rear of Holly Cottage and Meadowfield House, High Street, Lythe. RESOLVED to advise NYMNPA that LPC had no additional comments to make in addition to those previously submitted.	Clerk
4.1.2	22/01651/HS Erection of single storey rear extension with a veranda and re-roofing of dwelling, 34 Meadowfields Sandsend*. RESOLVED to advise SBC that re-roofing of the property in the plan should use materials to replicate those in situ currently, particularly at the front of the property.	Clerk
4.2	To receive the following planning decision/information (full information on websites) as at agenda publication date	
	None at agenda publication.	NAR
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	The Cinnamon Trust, dog walking for elderly/disabled*. RESOLVED to add to the website.	Clerk
5.1.2	NYMNPA, Coastal Area Parish Forum, 7 November 2022, 19:00, Ravenscar*. RESOLVED that Cllr IS would attend.	Clerk/Cllr IS
5.1.3	North Yorkshire Council, All Partner Webinar 5th October 2022 17:00 – 18:30*. RESOLVED that the Clerk would attend and circulate information as appropriate.	Clerk
5.2	Correspondence for information (excluding financial matters included in 7.0)	
5.2.1	YLCA <ul style="list-style-type: none"> White Rose Bulletin 2, 16, September 2022*. 	NAR
5.2.2	NALC <ul style="list-style-type: none"> Chief Executive's bulletin 3, 11, 16, 23 September 2022*. 	NAR
5.2.3	NYCC <ul style="list-style-type: none"> 'Let's talk' communications*. RESOLVED to add the timetable to the website. 	Clerk
6.0	To discuss and agree actions relating to issues requested by Councillors and/or submitted to the Clerk	
6.1	Spend vs 2022/3 Budget. Circulated, no questions raised.	Complete
6.2	Benches, Lythe Common, refurbishment. The Clerk advised that refurbishment would take in Spring 2023 when the weather would be suitable. RESOLVED to add to the appropriate 2023 agenda.	Clerk
6.3	Notice board, Lythe. RESOLVED to review boards when more Lythe Cllrs in attendance.	Clerk
6.4	Parking, doctor's surgery. The Clerk confirmed that the NYH barriers that had been erected during the summer at the request of the Doctors surgery had now been removed. RESOLVED to discuss further at the next meeting.	Clerk
6.5	Resident's parking. RESOLVED to discuss at the next meeting.	Clerk
6.6	20's plenty. RESOLVED to discuss at the next meeting.	Clerk
6.7	NYCC Local cycling and walking infrastructure plan. RESOLVED that this would be progressed by Cllr IS on a personal, rather than Parish Council, basis.	Complete
6.8	Litter picking. RESOLVED to discuss dates/plan at the next meeting.	Clerk

ITEM	SUBJECT	ACTION
7.0	To receive information on financial matters and approve spend	
7.1	Balance of accounts (both credit) @ 30/09/22	
	Current £0.05	
	Savings £8,432.24	
7.2	Money received	
	£243.96 Model Agreement, 2 nd instalment	
	£2,825.00 Precept, 2 nd instalment	
7.3	Money paid	
	£32.16 Lythe Village Hall, hire	
	£40.00 Clerk, reimbursement of ICO fee	
	£840.00 Clay, grass verge cutting	
	£617.48 TDP, memorial bench.	
7.4	Invoices, processed. As above.	
7.5	Invoices for approval (at agenda publication). None.	
7.6	Approval of six months fees/tax for Clerk. RESOLVED to discuss at November meeting.	Clerk
8.0	To receive information on actions, routine and/or urgent, carried out by Council members on behalf of LPC outside meeting (include where known prior to meeting).	
	None.	
9.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting	
	Christmas trees, Lythe and Sandsend.	
10.0	To confirm the details of the next meeting	
	The next meeting was confirmed as 19:00, Tuesday 1 November 2022, Lythe Village Hall.	
 meeting closed at 20:01.	

*Circulated via email.

Judy Clark, Clerk to the Council, Lythe Parish Council.

Email: clerk@lytheparishcouncil.org

Glossary			
AGAR	Annual Governance and Accountability Return	NYFRS	North Yorkshire Fire and Rescue Service
CCG	Clinical Commissioning Group	NYH	North Yorkshire Highways
ciLCA	Certificate in Local Council Administration	NYMNPA	North Yorkshire Moors National Park Authority
LPC	Lythe Parish Council	PCC	Police and Crime Commissioner
LSPCC	Lythe & Sandsend Parochial Church Council	SBC	Scarborough Borough Council
NAR	No action required	SLCC	Society of Local Council Clerks
ME	Mulgrave Estate	YAS	Yorkshire Ambulance Service
NYCC	North Yorkshire County Council	YLCA	Yorkshire Local Councils Association