

LYTHE PARISH COUNCIL

MINUTES OF MEETING HELD IN LYTHE VILLAGE HALL, TUESDAY 1 JUNE 2021, COMMENCED AT 18:30.

Recording of meeting: None made.

Public question time: None present.

Present: Councillors H Casson, D Lancaster (Vice Chairman), J Metcalfe, L Smith (Chairman), T Spark.
J A Clark (Clerk).

ITEM	SUBJECT	ACTION
1.0	Councillor Issues	
1.1	To receive declaration of interest(s) by members. Non pecuniary interest declared in items related to Mulgrave Estate by Cllrs Metcalfe and Spark and in 4.1.3 by Cllr Smith.	
1.2	To receive apologies for absence, including approval by the Council of the reason. Apologies due to childcare issues received from Cllr Williams. RESOLVED to accept the reason. Apologies received from Cllr Cornforth post meeting due to change of meeting date, approval or otherwise required at the July 2021 meeting.	Councillors
2.0	Minutes of meetings	
2.1	To confirm the minutes of the meetings held on 5 May 2021. RESOLVED that the minutes of the Annual Parish Council meeting and the May Parish Council meeting were true and accurate and that the Chairman's signature would be obtained.	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.	
3.2.1	21/00406/HS, Extension to existing balcony and replacing of existing window with bi-fold door, Aldersyde The Valley Sandsend*. Feedback sent.	Complete
3.3	Items from 'Goldsborough/Kettleiness/Lythe/Sandsend items to address. Spreadsheet updated, no significant changes. RESOLVED to circulated revised spreadsheet.	Clerk
3.4	Siting of benches along East Row beck (including additional groundworks) and fencing. Confirmed that a site meeting had been held and four locations for new benches had been identified on the north side of the beck and two on the south side. Still awaiting contact from NYH regarding siting two benches on the South side of the beck. RESOLVED to progress again.	Clerk
3.5	Christmas trees, Lythe and Sandsend. Details of fuse box/sockets sent to a contractor who had expressed interested in quoting for changing the electrical socket. RESOLVED to progress again and present quote when received.	Clerk
3.6	AJ1 Project Road Safety Fund*, inc. potential funding sources for additional matrix sign and feedback to police on work to date. The clerk reported that she had advised the AJ1 project of the speed monitoring strip deployment to gain additional data. RESOLVED to retain on agenda.	
3.7	Replacement sign for the Roman Signal Station Goldsborough. RESOLVED to contact SBC/NYCC/ME/NYMNPA/Historic England/Whitby Museum for assistance in replacing the interpretation board.	Clerk
3.8	Lythe War Memorial – whether or not further restoration required. Reported that the clerk had contacted the Conservation Officer at NYMNPA. The Officer had been in touch with a local stonemason for advice and had also agreed to meet the Clerk on site w/c 7 or 14 June. RESOLVED to report back on the site meeting.	Clerk
3.9	New Code of Conduct produced by The Local Government Association*. RESOLVED to contact YLCA to determine when training for the new Code will be available.	Clerk
3.10	Consultation on Housing and Other Site Submissions - Local Plan*. Response sent to SBC.	Complete
3.11	Obtaining .gov email addresses and domain name. RESOLVED to clarify with YLCA whether or not these were essential.	Clerk

4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	<p>NYM/2020/1018/FL Revised plan - Application for change of use of sawmill timber yard to visitor car park with associated works including surfacing, installation of associated infrastructure (pay stations, cctv poles, cycle stands/lockers, electric vehicle charging points, boundary treatment and signage) construction of vehicle bridge and creation of section of footpath at Former Saw Mill Timber Yard, East Row, Sandsend. RESOLVED that the following response would be sent:</p> <ul style="list-style-type: none"> • It was noted that the data within the Sanderson Associates (Consulting Engineers) Ltd report: <ul style="list-style-type: none"> ○ in respect of the Automatic Traffic Count (ATC), data was collected in November 2017 and whilst there had been account taken of predicted traffic growth in the report, it was felt that this did not reflect seasonal traffic volumes and therefore must be reviewed by the North Yorkshire Highways who have the necessary skills and expertise to make a competent assessment. ○ A road safety audit took place on 1 March 2021, a time period during the third national lockdown due to covid19, again comments on the data contained within this section should be made by North Yorkshire Highways. • The Council understands that 24-hour access is required at the Yorkshire Water pumping station located by the entrance to the proposed pedestrian bridge in the current East Row car park. This is to enable vacuum tankers to carry out work to prevent foul water discharge into East Row beck and subsequently the sea. The Council assume that Yorkshire Water will be consulted via the Environment Agency. • Whilst it appears that the proposed pedestrian bridge on Brewery Lane aims to ensure pedestrians use this bridge solely for access/egress to the car park and not veer elsewhere, methods should be employed to ensure that they do not veer elsewhere. 	Clerk
4.1.2	20/02831/FL Upgrade of existing junction onto A174, widening of access road, installation of footpath and pedestrian footbridge Existing Junction Onto A174 And Access Road/track At East Row, Sandsend. RESOLVED that the response as agreed in 4.1.1. would be sent.	Clerk
4.1.3	21/01097/HS, Haywood East Row Sandsend. Single storey side/rear extension*. NB: Cllr ES left the room during this debate and Cllr DL chaired this item. RESOLVED that there were no objections and to advise SBC of this.	Clerk
4.1.4	21/00940/FLA - South Villa East Row Sandsend Variation of condition 1 on decision 20/00671/FL to allow alterations to roof of rear extension*. RESOLVED that there were no objections and to advise SBC of this.	Clerk
4.2	To receive the following planning decision/information (full information on websites) as at agenda publication date	
	21/00306/HS, 21/00307/LB Single Storey Rear Extension, Beach Cottage East Row Sandsend Whitby North Yorkshire YO21 3SU. Permitted with Conditions.	
	20/02840/HS Erection of 2 storey rear extension, 16 Meadowfields Sandsend. Withdrawn.	
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	
	<ul style="list-style-type: none"> • Scarborough Annual Branch Meeting - Thursday, 3 June 2021*. 	NAR
5.1.2	<p>SBC</p> <ul style="list-style-type: none"> • Safer Streets Consultation, end date 6 June 2021*. RESOLVED that individual should respond. • Welcome Back funding grant offer, respond by 30 June 2021*. RESOLVED that an application would be made for a matrix sign. 	Council 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 Update 2021*. FDCMS Rural Broadband Consultation*, NB: response date passed. Law and Governance bulletin*. 	NAR NAR NAR						
5.2.2	Cllr David Chance,							
	<ul style="list-style-type: none"> Team North Yorkshire Weekly Bulletin – 28 April, 12, 19, 26 May*. 	NAR						
5.2.3	SBC							
	<ul style="list-style-type: none"> SBC, Design Vision and Characterisation - Town/Parish Council and Civic Society Discussions, Videocon 2 June 2021*. RESOLVED that the clerk would participate and report back to the Council Removal of phone boxes*. 	Clerk NAR						
5.2.4	NALC							
	<ul style="list-style-type: none"> Chief Executive's Bulletin - 7 May 2021*. 	NAR						
5.2.5	NYH							
	<ul style="list-style-type: none"> NY Highways Launch - 1 June 2021*. 	NAR						
6.0	To discuss and agree actions relating to issues requested by Councillors and/or submitted to the Clerk							
6.1	Additional policies/procedures for LPC, including dealing with anonymous correspondence. RESOLVED to adopt the policy statement regarding anonymous correspondence, send to Cllr HC for inclusion on the website.	Clerk/Cllr HC						
7.0	To receive information on Financial matters and approve spend as appropriate							
7.1	Balance of accounts							
	<table border="1"> <tr> <td>Current</td> <td>£0.05 credit</td> </tr> <tr> <td>Savings</td> <td>£10,823.48 credit</td> </tr> </table>	Current	£0.05 credit	Savings	£10,823.48 credit			
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7.2	Money received							
	<table border="1"> <tr> <td></td> <td>£0.00</td> <td></td> </tr> </table>		£0.00					
	£0.00							
	Money paid							
	<table border="1"> <tr> <td></td> <td>£28.78</td> <td>Zoom x 2 months</td> </tr> <tr> <td></td> <td>£37.50</td> <td>YLCA training</td> </tr> </table>		£28.78	Zoom x 2 months		£37.50	YLCA training	
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7.3	Invoices, processed. As above.							
7.4	Invoices for approval (at agenda publication). The Conversion Company (domain hosting), £91.00. RESOLVED to arrange payment.	Clerk						
7.5	AGAR forms. RESOLVED to forward to Cllr HC for inclusion on the website.	Clerk/Cllr HC						
8.0	To receive information on actions, routine and/or urgent, carried out by Council members on behalf of LPC outside formal meeting (including where known prior to meeting).							
9.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting							
	Budget, grass cutting, Sandsend Trail.							
10.0	To confirm the details of the next meeting							
	The next meeting was confirmed as Tuesday 6 July 2021.							
 Meeting closed at 19:41.							

*circulated via email.

Judy Clark, Clerk to the Council, Lythe Parish Council, c/o Cliff View, East Row, Sandsend, North Yorkshire YO21 3SU.

Email: clerk@lytheparishcouncil.org Website: www.lytheparishcouncil.org

Glossary			
AGAR	Annual Governance and Accountability Return	NYH	North Yorkshire Highways
CCG	Clinical Commissioning Group	NYMNPA	North Yorkshire Moors National Park Authority
LPC	Lythe Parish Council	PCC	Police and Crime Commissioner
LPCC	Lythe 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
NYFRS	North Yorkshire Fire and Rescue Service		