

## LYTHE PARISH COUNCIL

### MEETING, TUESDAY 6 DECEMBER 2022, COMMENCING AT 19:00, LYTHE VILLAGE HALL

Recording is allowed at Lythe Parish Council, committee and sub-committee meetings/Lythe Parish Meetings that are open to the public, subject to: - (i) the recording being conducted under the direction of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings. Any person wishing to record a meeting in any format whatsoever is encouraged (but not compelled), to contact the Clerk prior to the start of the meeting. Discussing requirements with the Clerk beforehand will help to ensure that the council provides reasonable facilities to meet the needs of the person that is recording. Any recording must be clearly visible to anyone at the meeting and be non-disruptive. Those who attend a public meeting should expect to be filmed and/or recorded. This includes councillors, council officers and members of the public.

**Prior to the commencement of the formal Parish Council meeting, a period of up to 15 minutes is available as public question time.**

#### AGENDA

| ITEM        | SUBJECT  |
|-------------|--|
| <b>1.0</b>  | <b>Councillor Issues</b>   |
| 1.1         | To receive declaration of interest(s) by members.  |
| 1.2         | To receive apologies for absence, including approval by the Council of the reason.   |
| <b>2.0</b>  | <b>Minutes of meetings</b>   |
| 2.1         | To confirm the minutes of the meetings of 2 August, 4 October, 1 November 2022 as true and accurate.   |
| <b>3.0</b>  | <b>To receive information on the following ongoing issues and resolve further actions</b>  |
| 3.1         | Police and speeding related activities.  |
| 3.1.1       | Police Report.   |
| 3.2         | Planning applications to feedback to Authorities.  |
|             | None to feedback.  |
| 3.3         | Parish 'items to address'.   |
| 3.4         | Siting of benches along East Row beck.   |
| 3.5         | Matrix signs, data feedback.   |
| 3.6         | Village improvement grant.   |
| 3.7         | Overnight parking of motorhomes in the main Sandsend car park & in the layby to Whitby.  |
| 3.8         | X4/X4A, request for additional services on Sundays/Bank Holidays during holiday period.  |
| 3.9         | Civility & Respect project – charter, policy*.   |
| 3.10        | Training for new Cllrs.  |
| 3.11        | Notice board, Lythe, including grant application.  |
| 3.12        | Parking, doctor's surgery.   |
| 3.13        | Litter picking, dates/plan.  |
| 3.14        | Meeting with Zoe Metcalfe and Asst Chief Constable Mike Walker-29 November*.   |
| 3.15        | Backing up data from LPC computer.   |
| 3.16        | 20's plenty for North Yorkshire, request for Phase 1 of 20s Plenty roll-out in N Yorkshire*.   |
| 3.17        | Christmas trees, Lythe and Sandsend.   |
| 3.18        | Sandsend defibrillator, future reporting requirements*.  |
| <b>4.0</b>  | <b>Planning Issues</b>   |
| <b>4.1.</b> | <b>To consider the following planning applications</b>   |
| 4.1.1       | NYM/2022/0699 Creation of two storm water retention basins, two wildlife ponds and one wetland habitat at land at Overdale Farm, Goldsborough.   |
| 4.1.2       | 2/02146/LB Replacement of existing timber windows with new double glazed timber sliding sash windows, to front elevation, Langholm East Row Sandsend.  |
| <b>4.2</b>  | <b>To receive the following planning decision, full information on relevant websites.</b>  |
| 4.2.1       | NYM/2022/0518, land to the rear of Holly Cottage and Meadowfield House, Lythe. Demolition of three garages/outbuildings, construction of two principal residence dwellings, associated parking/amenity spaces with creation of 25 space car park for use by The Stiddy Public House and landscaping works. Approved with conditions. |

| ITEM        | SUBJECT   |         |  |  |         |  |  |
|-------------|---|---------|--|--|---------|--|--|
| <b>5.0</b>  | <b>Correspondence received by the Clerk where decisions are required or are for information (excluding financial matters which are included in 7.0)</b>   |         |  |  |         |  |  |
| <b>5.1</b>  | <b>Correspondence requiring decisions</b>   |         |  |  |         |  |  |
| 5.1.1       | NYCC  |         |  |  |         |  |  |
|             | <ul style="list-style-type: none"> <li>• Invitation to town and parish councils to submit expressions of interest in managing services and assets on behalf of North Yorkshire Council*.</li> </ul>   |         |  |  |         |  |  |
| <b>5.2</b>  | <b>Correspondence for information (excluding financial matters included in 7.0)</b>   |         |  |  |         |  |  |
| 5.2.1       | YLCA  |         |  |  |         |  |  |
|             | <ul style="list-style-type: none"> <li>• White Rose bulletins 28 October, 11, 25 November 2022*.</li> <li>• Law and Governance November Bulletin*.</li> <li>• Timetable for adoption of the parish charter for North Yorkshire Council*.</li> </ul> |         |  |  |         |  |  |
| 5.2.2       | NALC  |         |  |  |         |  |  |
|             | <ul style="list-style-type: none"> <li>• Chief Executive's bulletins 21, 28, October, 4, 11, 18, 25 November 2022*.</li> </ul>  |         |  |  |         |  |  |
| <b>6.0</b>  | <b>To discuss and agree actions relating to issues requested by Councillors and/or submitted to the Clerk</b>   |         |  |  |         |  |  |
| 6.1         | Stile in Lythe.   |         |  |  |         |  |  |
| 6.2         | Proposed change of dates/times for future meetings.   |         |  |  |         |  |  |
| 6.3         | 2022/3 budget spend to date and forecast, 2023/4 precept financial requirement*.  |         |  |  |         |  |  |
| 6.4         | NYH meeting, out-with monthly LPC meeting.  |         |  |  |         |  |  |
| 6.5         | Photographs of Councillors for website.   |         |  |  |         |  |  |
| 6.6         | WhatsApp group for Councillors.   |         |  |  |         |  |  |
| <b>7.0</b>  | <b>To receive information on financial matters and approve spend</b>  |         |  |  |         |  |  |
| 7.1         | Balance of accounts   |         |  |  |         |  |  |
|             | <table border="1"> <tr> <td>Current</td> <td></td> <td></td> </tr> <tr> <td>Savings</td> <td></td> <td></td> </tr> </table>   | Current |  |  | Savings |  |  |
| Current     |   |         |  |  |         |  |  |
| Savings     |   |         |  |  |         |  |  |
| 7.2         | Money received  |         |  |  |         |  |  |
|             | <table border="1"> <tr> <td></td> <td></td> <td></td> </tr> </table>  |         |  |  |         |  |  |
|             |   |         |  |  |         |  |  |
| 7.3         | Money paid  |         |  |  |         |  |  |
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|             |   |         |  |  |         |  |  |
| 7.4         | Invoices, processed.  |         |  |  |         |  |  |
| 7.5         | Invoices for approval (at agenda publication). Refund to the Clerk for purchase of top soil/compost/bulbs/plants for two Lythe planters.  |         |  |  |         |  |  |
| 7.6         | Payment of six months fees/tax for Clerk.   |         |  |  |         |  |  |
| 7.7         | Proposed salary increase for Clerk for 2022/3 in line with NJC terms.   |         |  |  |         |  |  |
| <b>8.0</b>  | <b>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).</b>  |         |  |  |         |  |  |
| <b>9.0</b>  | <b>To notify the Clerk of matters for inclusion on the agenda of the next meeting</b>   |         |  |  |         |  |  |
| <b>10.0</b> | <b>To confirm the details of the next meeting</b>   |         |  |  |         |  |  |
|             | To confirm details of the January 2023 meeting and future meetings for 2023/4.  |         |  |  |         |  |  |
|             | ..... <b>J A Clark, Clerk to the Council</b>  |         |  |  |         |  |  |

\*Circulated via email.

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

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| Glossary |   |         |   |
|----------|---|---------|---|
| AGAR     | Annual Governance and Accountability Return | NYFRS   | North Yorkshire Fire and Rescue Service       |
| CCG      | Clinical Commissioning Group                | NYH     | North Yorkshire Highways                      |
| CLCA     | Certificate in Local Council Administration | NYMNPAA | North Yorkshire Moors National Park Authority |
| LPC      | Lythe Parish Council                        | PCC     | Police and Crime Commissioner                 |
| LSPCC    | Lythe & Sandstead 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          |