

**LYTHE PARISH COUNCIL
MEETING, TUESDAY 5 JULY 2022, COMMENCED AT 19:00, LYTHE VILLAGE HALL**

Recording of meeting: None made.
Public question time: One member of the public present.
Present: Councillors S Blackwell, P Cornforth, D Lancaster (Chairman for this meeting), J Morris, 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 declarations of interest were made by Cllrs SB, PC, JM, TS in any items related to Mulgrave Estate and by Cllr DL for 6.2.	Complete
1.2	Apologies for absence had been received from Cllrs LS and IS and the reasons approved by the Council.	Complete
2.0	Minutes of meetings	
2.1	RESOLVED that as there was not sufficient Cllrs present to confirm whether or not the minutes of the meeting of 7 June 2022 were true and accurate, the minutes would be reviewed at the September meeting.	Cllrs
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. RESOLVED to circulate when received.	Clerk
3.2	Planning applications to feedback to Authorities.	
3.2.1	NYM/2022/0374 alterations to garage to form additional accessible accommodation. Comments sent to NYMNPA.	Complete
3.3	Parish 'items to address'. Updated spreadsheet. RESOLVED to retain on agenda and continue to progress items.	Clerk
3.4	Siting of benches along East Row beck. The Clerk reported that signs would be added Saturday 16 July and that sponsors would be advised accordingly.	Clerk
3.5	Matrix signs, including installation and availability for training*. The Clerk reported that the Lythe pole would be relocated to the correct position on 8 July and that installation/training on the matrix sign would take place on 12 July at 10:00 in Village Hall. RESOLVED to retain on the agenda until complete.	Clerk
3.6	Village improvement grant. RESOLVED to progress quote for work to improve planters on Lythe Common and forward to the Clerk.	Cllr TS/ Clerk
3.7	Overnight parking of motorhomes in the main Sandsend car park and in the layby to Whitby. <ul style="list-style-type: none"> Main Sandsend Car Park - The Clerk reported that SBC had advised that two new advisory notices had been installed in in the car park. SBC had asked that overnight parking was monitored by the Clerk over the next two weeks to assess the impact of the signs. SBC had also advised that should the signs be ineffective, a prohibition notice could be considered. RESOLVED to monitor and advise SBC whether or not the new sign had had the appropriate impact. Layby on the Sandsend to Whiby Road – The Clerk reported that SBC had advised that this was under control of NYH, RESOLVED to contact NYH to discuss methods to prevent overnight parking. 	Clerk Clerk
3.8	Grass cut request. The Clerk reported that the grass cut was underway and that costs will be higher to increased costs of fuel and labour and that grass was very long.	To note
3.9	Signage re unstable cliffs, Sandsend. The Clerk reported that SBC had confirmed that no further signage would be erected other than that already in place. However, following debate, RESOLVED to contact SBC again to determine whether or not a removal banner could be added/removed by RNLI lifeguards.	Clerk
3.10	Potholes, Lythe. Awaiting photographs from Cllr SB in order to report for repair.	Cllr SB/ Clerk

ITEM	SUBJECT	ACTION
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	NYM/2022/0412 Application for installation of an air source heat pump system at Bryher House, High Street, Lythe. RESOLVED that there were no objections and NYMNPA would be advised accordingly.	Clerk
4.1.2	1/02955/FL Conversion and extension of existing coach house to form a two bedroom cottage. Formation of new vehicular and pedestrian access in the boundary wall and associated landscaping. Thordisa House East Row Sandsend. RESOLVED to send the following response to SBC; <ul style="list-style-type: none"> • There was some concern over potential flood risk, however the Council resolved that any assessment in this regard should be undertaken by flood risk experts. • There could be conflict in access to the property due to the extra volume of pedestrian and other traffic as a result of the new car park that is being built in Mulgrave woods. • By removing part of the wall along the property it could have an adverse impact on its character. 	Clerk
4.2	To receive the following planning decision/information (full information on websites) as at agenda publication date	
4.2.1	Variation of Condition 2 (occupancy) on decision 21/02356/HS, to allow use as an independent holiday let. Permitted with conditions.	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	YLCA conference, 23 September 2022*. RESOLVED that no one available to attend.	NAR
5.1.2	NYMNPA, Joint Parish Forum - Thursday, 21 July at 17.15 for 17.30*. RESOLVED that no one available to attend and that NYMNPA would be advised accordingly.	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 Weekly Bulletin 10, 24 June, 17 July 2022*. • Notes from meeting with Zoe Metcalfe Police, Fire & Crime Commissioner for North Yorkshire. • Exciting new Training Opportunities: being delivered nationally via the Civility and Respect Project*. 	NAR NAR NAR
5.2.2	NALC <ul style="list-style-type: none"> • Chief Executive's bulletin 1,10, 17, 24 June 2022*. 	NAR
5.2.3	NYCC <ul style="list-style-type: none"> • Briefings for parish and town councils and parish meetings*. The Clerk reported that she had attended the briefing. RESOLVED that the briefing slides would be circulated when received. 	Clerk
5.2.4	20s Plenty June update*.	NAR
5.2.5	SBC Model Agreement 2023/24	NAR
6.0	To discuss and agree actions relating to issues requested by Councillors and/or submitted to the Clerk	
6.1	X4 bus frequency on Sundays and Bank Holidays. The Clerk reported that she had requested additional services and was awaiting a response from Arriva. RESOLVED to retain on the agenda.	Clerk

ITEM	SUBJECT	ACTION
6.2	New scoreboard at Sport Mulgrave. Following a question raised by a parishioner on the necessity for planning permission and following discussion on a number of potential approaches, RESOLVED to wait until NYMNPA carry out their regular monitoring checks for them to review whether or not planning permission required.	Complete
6.3	Whitby poll on 2 nd homes. The Clerk outlined on activities related to a general parish poll rather than the specific Whitby poll i.e. <ul style="list-style-type: none"> A poll is not requested by a Parish Council but either at an Annual Parish Assembly or where a specified number or percentage of electors request one. The outcome of any poll is not legally binding in any way, it is purely an opinion poll. Whilst a poll is not called by the Parish Council there is a financial cost to the Council related to election costs e.g., hire of polling stations, staff, printing etc., an estimate to LPC are that a poll could be in the region of £2K-£3K. RESOLVED that as any poll would purely be opinion based, lack any legal standing and costs involved, there would be no further action taken. 	Complete
6.4	Dogs on Sandsend beach. The Clerk reported that there were signs at all entrances to the beach (including on every slipway), advisory windbreak put out by lifeguards daily, visits by dog warden almost daily. RESOLVED that no further action could be taken.	Complete
6.5	Parking permit, seasonal caretaker. RESOLVED to request permit from SBC at zero cost to LPC.	Clerk
6.6	Re siting of waste bin at the egress to Sandsend car park. RESOLVED to request SBC to re site the waste bin against the wall to the right of the car park egress.	Clerk
7.0	To receive information on financial matters and approve spend	
7.1	Balance of accounts (both credit)	
	Current £15,370.81	
	Savings £0.05	
7.2	Money received	
	£0.00	
7.3	Money paid	
	£1,500.00 John Noble Ltd, bench installation, Sandsend	
7.4	Invoices, processed. As above.	
7.5	Invoices for approval (at agenda publication). RESOLVED to approve the invoice for Lythe Village Hall (June) £8.25 and to arrange payment.	Clerk
7.6	Approval of purchase of defibrillator battery when appropriate. RESOLVED to approve purchase of battery £265 + VAT, pads £55 + VAT, and Clerk to purchase.	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).	
9.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting	
9.1	Social media policy.	
9.2	Training for new Cllrs.	
9.3	Lack of footpath towards the base of Lythe bank.	
10.0	To confirm the details of the next meeting	
	The next meeting was confirmed as 19:00, Tuesday 6 September 2022, Lythe Village Hall, unless urgent decisions required beforehand.	
 Meeting closed at 19:57	

*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

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	NYMNP	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

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