

**LYTHE PARISH COUNCIL
MEETING, MONDAY 7 AUGUST 2023, COMMENCED AT 18:30, LYTHE VILLAGE HALL**

Recording of meeting: None made.
Public question time: None present.
Present: Councillors S Blackwell, P Cornforth, L Smith (Chairman), T Spark (Vice Chairman, Chairman for item 3.4), I Suckling. J A Clark (Clerk).

| ITEM | SUBJECT | ACTION |
|-------------|---|---------------------------------|
| 1.0 | Councillor Issues | |
| 1.1 | To receive declaration of interest(s) by members. Cllr Smith declared an interest in item 3.4 and left the room during the discussion and vote. | To note |
| 1.2 | Apologies for absence, including approval by the Council of the reason. Apologies received from Cllr Spark, for 3 July meeting and the reason was approved. Apologies received from Cllr Morris and the reason was approved. | To note |
| 2.0 | Minutes of meetings | |
| 2.1 | RESOLVED to confirm the minutes of the meeting on 3 July 2023 will be confirmed as true and accurate at the next relevant 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. The Clerk had obtained a map of the geographical area of the Mulgrave policing and circulated to Cllrs. The Clerk reported that villages where incidents occurred would be included by the Police in future reports. July report circulated. | Complete To note Complete |
| 3.1.2 | Action plan to reduce number of speeding vehicles. The Clerk reported that data loggers had not been installed within the timeline given by the Police and that she had sent emails to the Police and PCC to obtain a revised date. If a date was not obtained by the 11 August she would progress again. | Clerk |
| 3.2 | Planning applications to feedback to Authorities. | |
| 3.2.1 | ZF23/00644/HS Single storey ground floor extension with roof terrace and window alterations to existing dwelling, Seaward Meadowfields Sandsend. Feedback sent. | Complete |
| 3.2.2 | NYM/2023/0341 Application for Listed Building consent for removal of mortar and repoint all joints with a breathable lime mortar at Oakdene, High Street, Lythe. Feedback sent. | Complete |
| 3.3 | Benches along East Row beck. The Clerk reported that all plaques had been installed, sponsors advised and invoices paid. | Complete |
| 3.4 | Councillor Co-option, including Policy review and plan for current vacancy. The revised policy had been added to the LPC website. Councillors discussed candidates who had formally expressed interest in being co-opted on to the Council and following a vote, RESOLVED to co-opt Joly Braime. RESOLVED to approach Joly and should he not wish to accept, the other individual would be offered co-option. | Complete Clerk Clerk |
| 3.5 | NYMNPA Dark Skies – Advice Page & Draft Supplementary Planning Document*. The Clerk advised that response had been sent. | Complete |
| 3.6 | NYMNPA Joint Parish Forum - 6 July 2023*. The Clerk reported that apologies had been sent. | Complete |
| 3.7 | Review of Standing Orders (Standing Order 8). The Clerk reported that revision to Standing Order 8 had been added to the LPC website. | Complete |
| 3.8 | Seasonal Caretaker. The Clerk advised that, Neil, the new Caretaker had commenced today and would be working six days a week, Friday to Wednesday. | Complete |
| 4.0 | Planning Issues | |
| 4.1. | To consider the following planning applications | |
| 4.1.1 | ZF23/00644/HS AMENDMENT , Single storey ground floor extension with roof terrace and window alterations to existing dwelling, Seaward Meadowfields Sandsend. RESOLVED no objections, inform NYC. | Clerk |

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| 4.2 | To receive the following planning decision, full information on relevant websites. | | |
| 4.2.1 | NYM/2023/0341 Application for Listed Building consent for removal of mortar and repoint all joints with a breathable lime mortar at Oakdene, High Street Lythe. Listed Building Consent Granted with Conditions. | | To note |
| 4.2.2 | NYM/2023/0145 Chapel Cottage, High Street, Lythe. Granted with Conditions | | To note |
| 4.3.3 | NYM/2023/0144 Chapel Cottage, High Street, Lythe. Approved with conditions. | | To note |
| 4.3.4 | 23/00435/HS Creation of new vehicular access and 2 parking spaces, Ness View, East Row, Sandsend. Permitted with conditions. | | To note |
| 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 | New Local Transport Plan engagement - for stakeholders*. RESOLVED to accept the consultation response drafted by the Clerk and to submit the response. | | 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 30 June, 14, 31 July 2023*. Information Bulletins & Training 7, 24 July 2023*. | | NAR |
| | <ul style="list-style-type: none"> Law and Governance, July 2023*. | | NAR |
| 5.2.2 | NALC | | |
| | <ul style="list-style-type: none"> Chief Executive's bulletins 6, 13, 20, 27 July 2023*. | | NAR |
| 5.2.3 | NYC, Parish Charter*. RESOLVED to add to the LPC website. | | Clerk |
| 5.2.4 | PCC, progress to address Violence Against Women and Girls in N Yorkshire and York*. | | NAR |
| 6.0 | To agree actions – issues raised by Councillors and/or submitted to the Clerk | | |
| | None. | | |
| 7.0 | To receive information on financial matters and approve spend | | |
| 7.1 | Balance of accounts (both credit) @ 01/08/23 | | |
| | Savings | £9,198.52 | |
| | Current | £0.05 | |
| 7.2 | Money received | | |
| | | £4.92 | Gross interest. |
| 7.3 | Money paid | | |
| | | £50.00 | Clerk, reimbursement for purchase of gift card. |
| | | £11.00 | Lythe Village Hall, Hire for June 2023. |
| | | £37.00 | YLCA, attendance of Cllr IS on trg event. |
| | | £89.24 | Vinyl Signs, Signs for East Row benches. |
| | | £900.00 | A R Clay, Grass cutting. |
| 7.4 | Invoices, processed. See above. | | |
| 7.5 | Invoices for approval (at agenda publication); <ul style="list-style-type: none"> £40 Data Protection fee, ICO, £11 Lythe Village Hall, hire for July 2023. RESOLVED to approve and arrange payment. | | Clerk |
| 8.0 | To notify the Clerk of matters for inclusion on the agenda of the next meeting | | |
| 8.1 | Training event, digital engagement. | | |
| 8.2 | Lythe Show, parishioner engagement. | | |
| 9.0 | To confirm the details of the next meeting | | |
| | The next meeting was confirmed as Monday 4 September 2023, 18:30, Lythe Village Hall. | | |
| | Meeting closed at 18:58. | | |

*Circulated via email.

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

Email: clerk@lytheparishcouncil.org

| Glossary | | | |
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| 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 | SLCC | Society of Local Council Clerks |
| NAR | No action required | TRO | Traffic Regulation Order |
| ME | Mulgrave Estate | YAS | Yorkshire Ambulance Service |
| | North Yorkshire Council | YLCA | Yorkshire Local Councils Association |