

LYTHE PARISH COUNCIL

MEETING, MONDAY 9 JANUARY 2023, COMMENCED AT 18:30, LYTHE VILLAGE HALL

Recording of meeting: None made.

Public question time: None present.

Present: Councillors P Cornforth, D Lancaster, J Morris, L Smith, T Spark, I Suckling.
J A Clark (Clerk)

ITEM	SUBJECT	ACTION
1.0	Councillor Issues	
1.1	To receive declaration of interest(s) by members. Non pecuniary declaration of interest was made by Cllrs Spark and Morris in any item related to Mulgrave Estate. A pecuniary interest was declared by Cllr Suckling in relation to any item related to the Doctors surgery.	To note To note
1.2	Apologies for absence, including approval by the Council of the reason. Apologies were received from Cllr Blackwell, RESOLVED to approve the reasons.	Complete
2.0	Minutes of meetings	
2.1	The confirm the minutes of the meetings of 2 August, 4 October, 6 December 2022 as true and accurate. RESOLVED to approve the minutes of 2 August and 6 December 2022. As there were not enough Cllrs present who had been at the meeting 4 October, RESOLVED that the accuracy of the minutes would be confirmed at the next relevant meeting.	Clerk/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
3.1.2	Matrix signs, data feedback and action plan to reduce number of speeding vehicles. The Clerk advised that the data from the matrix signs had been analysed and main times/traffic volume identified. RESOLVED to discuss implementation of enforcement methods for Lythe and Sandsend with North Yorkshire police.	Clerk
3.2	Planning applications to feedback to Authorities.	
3.2.1	NYM/2022/0699 Creation of two storm water retention basins, one wildlife pond and one wetland habitat at land at Overdale Farm, Goldsborough. Response sent.	Complete
3.2.2	2/02146/LB Replacement of existing timber windows with new double glazed timber sliding sash windows, to front elevation, Langholm East Row Sandsend. Response sent.	Complete
3.3	Parish 'items to address'. Updated spreadsheet circulated. RESOLVED to continue to progress and retain on the agenda.	Clerk
3.4	Benches along East Row beck. The Clerk advised that a meeting with a potential sponsor was scheduled for 16 January, RESOLVED that the outcome from the meeting would be fed in to the February meeting. The Clerk reported that a quotation had been received from Vinyl Signs for the generic bench plaques. RESOLVED to identify a more cost-effective solution and/or supplier.	Clerk Clerk
3.5	Village improvement grant. RESOLVED to send a formal 'thank you' to parishioner who had carried out work on installing planter log rolls.	Clerk
3.6	Civility & Respect project charter, policy. SLCC event in February available for the Clerk. RESOLVED to book a place on the event, following which information would be cascaded to Cllrs and the charter adopted if approved by the Council.	Clerk
3.7	Cllr Training. Noted that due to work commitments, the January training for Cllr SB had been cancelled. RESOLVED to identify suitable future dates.	Clerk
3.8	Notice board, Lythe, including grant application. Noted that the board was scheduled for delivery towards the end of January, as RESOLVED previously the Clerk would contact; <ul style="list-style-type: none"> • ME for installation assistance. • Vinyl Signs for quotation for the LYTHE PARISH board header. 	Clerk
3.9	Highway stopping up order behind Sandsend (South) toilets. Email sent confirming that LPC would not support such an order.	Complete

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3.10	Backing up data from LPC computer. The Clerk advised she had spoken to the Computer Centre who had suggested use of a free cloud service initially and that the appropriate platform would be installed by them. RESOLVED to progress installation.	Clerk									
3.11	Christmas trees, Lythe and Sandsend. RESOLVED to send 'thank you' to ME, Lythe retained firefighters, Broadwood Pianos, Tides.	Clerk									
3.12	Proposed change of dates/times for future meetings. The Clerk advised that Village Hall had been booked and LPC website updated revised details for January/February/March meetings. RESOLVED to review on an ongoing basis.	Complete Clerk/Cllrs									
3.13	NYH meeting, out-with monthly LPC meeting. The Clerk advised that a number of dates had been obtained and whilst not all members would be able to attend, Cllr IS was not able to attend any. RESOLVED that as Cllr IS had requested the meeting, further potential dates/times would be obtained from 23 February onwards.	Clerk									
3.14	Photographs of Councillors for website. RESOLVED to take a group photograph to further promulgate LPC Councillors at the first meeting when all present.	Clerk									
3.15	WhatsApp group for Councillors. RESOLVED to create a LPC WhatsApp group to enable prompt communications between members for urgent issues.	Clerk									
4.0	Planning Issues										
4.1.	To consider the following planning applications										
4.1.1	None.										
4.2	To receive the following planning decision, full information on relevant websites.										
4.2.1	NYM/2022/0699 land at Overdale Farm, Goldsborough. Creation of two storm water retention basins, one wildlife pond and one wetland habitat. Approved with Conditions										
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	Public Footpath 203 Lythe - Creation Order 2023. RESOLVED to advise NYMNPA that there were no objections. RESOLVED to add to the LPC website.	Clerk 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 Bulletins 9 December 2022.*. Law and Governance Bulletin December 2022*. Information Request, Vacancies, Training, discussion Forum Bulletin 16 December*. Commissioner Zoë shares progress made to address Violence Against Women and Girls in North Yorkshire and York*. 	NAR NAR NAR NAR									
5.2.2	NALC <ul style="list-style-type: none"> Chief Executive's bulletins 2, 9, 16 December 2022*. NYCC	NAR									
5.2.3	<ul style="list-style-type: none"> An update on North Yorkshire Council December 2022*. 	NAR									
6.0	To discuss and agree actions relating to issues requested 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) @ 09/01/23 <table border="1" data-bbox="215 1659 995 1733"> <tr> <td>Savings</td> <td>£9,969.48</td> <td></td> </tr> <tr> <td>Current</td> <td>£0.05</td> <td></td> </tr> </table>	Savings	£9,969.48		Current	£0.05					
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7.2	Money received <table border="1" data-bbox="215 1765 1369 1839"> <tr> <td></td> <td>£1,000</td> <td>Grant (Cllr Chance locality budget), Lythe Notice Bd.</td> </tr> <tr> <td></td> <td>£4.77</td> <td>Bank interest.</td> </tr> </table>		£1,000	Grant (Cllr Chance locality budget), Lythe Notice Bd.		£4.77	Bank interest.				
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7.3	Money paid <table border="1" data-bbox="215 1870 1369 1980"> <tr> <td></td> <td>£53.92</td> <td>Reimbursement, Clerk top soil etc for Lythe planters.</td> </tr> <tr> <td></td> <td>£11.00</td> <td>Village hall hire, December 2022.</td> </tr> <tr> <td></td> <td>£120.00</td> <td>Clerk, back pay, 2022/3, in line with NJC terms.</td> </tr> </table>		£53.92	Reimbursement, Clerk top soil etc for Lythe planters.		£11.00	Village hall hire, December 2022.		£120.00	Clerk, back pay, 2022/3, in line with NJC terms.	
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7.4	Invoices, processed. See above.										

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7.5	Invoices for approval (at agenda publication). Post agenda publication, the Clerk had had to order/pay for a new battery for LPC computer, RESOLVED to reimburse the £49.99 paid and arrange payment.	Clerk
7.6	Approval of £250 contribution towards churchyard maintenance at St Oswald's, Lythe. RESOLVED to approve and arrange payment.	Clerk
7.7	2022/3 budget spend to date and forecast, 2023/4 precept financial requirement*. Following debate, it was agreed that the only possible foreseeable spend not already accounted for would be related to possible speed reduction activities. RESOLVED to request an increase of £1.98/Band D equivalent property in line with the Consumer Price Index at September 2022. Noted that this will match the % increase in Model Agreement funding.	Clerk
7.8	Approval of Model Agreement 2023/4*. RESOLVED to approve the Model Agreement figures and send to SBC.	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	
9.1	Flooding on Low Lane, Goldsborough.	
9.2	Additional small refuse bin in Lythe between Wayside Cottage and the matrix sign.	
10.0	To confirm the details of the next meeting	
	The next meeting was confirmed as 18:30 on Tuesday 7 February 2023. Noted that apologies received from Cllrs Cornforth and Suckling.	
 Meeting closed at 19:21	

*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