

## LYTHE PARISH COUNCIL

### MEETING, MONDAY 5 JUNE 2023, COMMENCING AT 18:30, 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         | 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 meeting of 2 May 2023.   |
| <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.   |
| 3.1.2       | Action plan to reduce number of speeding vehicles.   |
| 3.2         | Planning applications to feedback to Authorities.  |
| 3.2.1       | 23/00435/HS Creation of new vehicular access and 2 parking spaces, Ness View, East Row, Sandsend.  |
| 3.3         | Parish 'items to address'.   |
| 3.4         | Benches along East Row beck.   |
| 3.5         | Development of new LPC website.  |
| 3.6         | NYMNPA, Coastal Area Parish Forum - Wednesday, 3 May at 7pm at Loftus Town Hall*.  |
| 3.7         | Whitby Community Network presentation.   |
| 3.8         | North Yorkshire Council, New Government Consultation, holiday lets*.   |
| 3.9         | Adoption of Model Standing Orders.<br>Adoption of Councillor co-option policy/procedure.   |
| 3.10        | Councillor Co-option.  |
| <b>4.0</b>  | <b>Planning Issues</b>   |
| <b>4.1.</b> | <b>To consider the following planning applications</b>   |
| 4.1.1       | None at agenda publication.  |
| <b>4.2</b>  | <b>To receive the following planning decision, full information on relevant websites.</b>  |
| 4.2.1       | None at agenda publication.  |
| <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       | Scarborough Branch Training Event - Wednesday, 14 June 2023*.  |
| 5.1.2       | NYC, Let's Talk Transport*.  |
| 5.1.3       | Meeting with Assistant Chief Constable Scott Bisset- Wednesday 12 July at 6:30pm*.   |
| 5.1.4       | NYMNPA Parish Training Event - Thursday 05 October 2023 (items by 30/06/23)*.  |
| <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 Bulletin 5, 22 May 2023*.</li><li>• Law and Governance Bulletin May 2023*.</li><li>• Training Programme July to September 2023*.</li><li>• Information Bulletins &amp; Training 15 May 2023*.</li></ul> |

| ITEM       | SUBJECT  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
|------------|--|---|------------|---|-------|---------|----------------------------------|--|--------|---------------------------------------|--|---------|------------------------------|
| 5.2.2      | NALC   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
|            | <ul style="list-style-type: none"> <li>Chief Executive's bulletins 5, 12, 18, 25 May 2023*.</li> </ul>   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 5.2.3      | Commissioner Zoë, "Your Police Force, your say" - online road safety meeting*.   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 5.2.4      | Lythe and Sandsend Road Safety for Life project, evidence of expenditure.  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| <b>6.0</b> | <b>To agree actions – issues raised by Councillors and/or submitted to the Clerk</b>   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 6.1        | Grass cutting.   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 6.2        | LPC bench painting.  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 6.3        | Recognition/thanks for Sandsend flower beds maintenance.   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 6.4        | Lythe flower tubs, thanks and planting out.  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 6.5        | Clearing pathway from Lythe Village to St Oswald's.  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 6.6        | Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Witsend car park.   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 6.7        | Footpath from Lythe Village to St Oswald's.  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 6.8        | Meeting location.  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| <b>7.0</b> | <b>To receive information on financial matters and approve spend</b>   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 7.1        | Balance of accounts (both credit) @ 31/05/23   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
|            | <table border="1"> <tr> <td>Savings</td> <td>£10,863.84</td> </tr> <tr> <td>Current</td> <td>£0.05</td> </tr> </table>   | Savings                                 | £10,863.84 | Current                                 | £0.05 |         |                                  |  |        |                                       |  |         |                              |
| Savings    | £10,863.84   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| Current    | £0.05  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 7.2        | Money received   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
|            | <table border="1"> <tr> <td></td> <td>£3067.500</td> <td>Precept</td> </tr> <tr> <td></td> <td>£883.52</td> <td>Model Agreement</td> </tr> </table>  |   | £3067.500  | Precept                                 |       | £883.52 | Model Agreement                  |  |        |                                       |  |         |                              |
|            | £3067.500  | Precept                                 |            |   |       |         |                                  |  |        |                                       |  |         |                              |
|            | £883.52  | Model Agreement                         |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 7.3        | Money paid   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
|            | <table border="1"> <tr> <td></td> <td>£41.39</td> <td>Reimbursement to Clerk, Ink cartridges.</td> </tr> <tr> <td></td> <td>£39.99</td> <td>Reimbursement to Clerk, Printer.</td> </tr> <tr> <td></td> <td>£16.50</td> <td>Lythe Village Hall, Hire, April 2023.</td> </tr> <tr> <td></td> <td>£481.10</td> <td>BHIB, Insurance, Annual fee.</td> </tr> </table> |   | £41.39     | Reimbursement to Clerk, Ink cartridges. |       | £39.99  | Reimbursement to Clerk, Printer. |  | £16.50 | Lythe Village Hall, Hire, April 2023. |  | £481.10 | BHIB, Insurance, Annual fee. |
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| 7.4        | Invoices, processed. See above.  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 7.5        | Invoices for approval (at agenda publication). <ul style="list-style-type: none"> <li>YLCA, Annual membership fee, £134.00.</li> <li>Lythe Village Hall, Hire for 02/05/23, £11.00.</li> <li>John Noble Ltd, Groundworks for East row bench, £438.00.</li> </ul>   |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| 7.6        | NY0365 LPC – 2022/23 AGAR external auditor instruction and communication.  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| <b>8.0</b> | <b>To notify the Clerk of matters for inclusion on the agenda of the next meeting</b>  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
| <b>9.0</b> | <b>To confirm the details of the next meeting</b>  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
|            | To confirm details of the next meeting as Monday 3 July 2023 commencing at 18:30, Lythe Village Hall.  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |
|            | ..... J A Clark, Clerk to the Council  |   |            |   |       |         |                                  |  |        |                                       |  |         |                              |

\*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 | 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                          | YAS   | Yorkshire Ambulance Service                   |
| ME       | Mulgrave Estate                             | YLCA  | Yorkshire Local Councils Association          |
| NYC      | North Yorkshire Council                     |       |   |