

LYTHE PARISH COUNCIL

MEETING, TUESDAY 2 MAY 2023, COMMENCED AFTER THE ANNUAL PARISH COUNCIL MEETING, LYTHE VILLAGE HALL

Recording of meeting: None made.
Public question time: None present.
Present: Councillors J Morris, T Spark (Vice Chairman), L Smith (Chairman), I Suckling. J A Clark (Clerk).
Apologies: Councillor Blackwell
Absent: Councillor Cornforth

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 JM and TS in any items related to Mulgrave Estate. A pecuniary interest was declared by Cllr IS in relation to any item related to the Doctors surgery.	To note
1.2	Apologies for absence, including approval by the Council of the reason. Apologies received from Cllr Blackwell RESOLVED to approve the reason.	Complete
2.0	Minutes of meetings	
2.1	To confirm the minutes of the meeting of 4 April 2023. RESOLVED to approve the minutes and obtain Chairman's signature.	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. RESOLVED to circulate the report when received and request incidents across the Mulgrave police area if not included.	Clerk
3.1.2	Action plan to reduce number of speeding vehicles. RESOLVED to retain on the agenda until data received by the Police and appropriate action discussed, agreed, and implemented.	Clerk
3.2	Planning applications to feedback to Authorities.	
3.2.1	NYM/2023/0144, alterations at Chapel Cottage, High Street, Lythe. Response sent.	Complete
3.2.2	NYM/2023/0145 Application for Listed Building consent for alterations. Response sent.	Complete
3.3	Parish 'items to address'. RESOLVED to continue to progress, update and circulate.	Clerk
3.4	Benches along East Row beck. The Clerk advised that the final new bench would be installed on 3 May 2023. RESOLVED to retain on agenda until work complete.	Clerk
3.5	Development of new LPC website. The Clerk reported that she had had discussion with H Casson and the Computer Centre, RESOLVED to draft a proposal for discussion.	Clerk
3.6	NYMNPA, Coastal Area Parish Forum - Wednesday, 3 May at 7pm at Loftus Town Hall*. The Clerk confirmed that the Forum had been advised that Cllr Suckling would attend.	NAR
3.7	Whitby Community Network presentation. RESOLVED to invite Network representatives to give a short, 10-minute, presentation at a future meeting.	Clerk
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	23/00435/HS Creation of new vehicular access and 2 parking spaces, Ness View, East Row, Sandsend. RESOLVED that there were no objections, advise NYC.	Clerk
4.2	To receive the following planning decision, full information on relevant websites.	
4.2.1	None.	
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	North Yorkshire Council, New Government Consultation, holiday lets*. RESOLVED to review in detail to enable completion at the next meeting.	Council
5.1.2	YLCA, DLUHC Consultation on Infrastructure Levy*.	NAR
5.2	Correspondence for information (excluding financial matters included in 7.0)	
5.2.1	YLCA	
	• White Rose Bulletins 24 April 2023.*.	NAR
	• Law and Governance Bulletin 13 February 2023*.	NAR
	• Training Programme May to June 2023*.	NAR

ITEM	SUBJECT	ACTION				
5.2.2	NALC					
	<ul style="list-style-type: none"> Chief Executive's bulletins 6, 14 April 2023*. 	NAR				
5.2.3	Commissioner Zoë, responds to positive revisit from HMI re NYFRS*.	NAR				
6.0	To discuss and agree actions relating to issues requested by Councillors and/or submitted to the Clerk					
6.1	To consider revised procedures and adopt as appropriate					
6.1.1	Model Standing Orders. RESOLVED to approve and add to LPC website.	Clerk				
6.1.2	Councillor co-option policy/procedure. RESOLVED to approved and add to LPC website.	Clerk				
7.0	To receive information on financial matters and approve spend					
7.1	Balance of accounts (both credit) @ 26/04/23					
	<table border="1"> <tr> <td>Savings</td> <td>£7,491.80</td> </tr> <tr> <td>Current</td> <td>£0.05</td> </tr> </table>	Savings	£7,491.80	Current	£0.05	
Savings	£7,491.80					
Current	£0.05					
7.2	Money received					
	<table border="1"> <tr> <td></td> <td>£0.00</td> <td></td> </tr> </table>		£0.00			
	£0.00					
7.3	Money paid					
	<table border="1"> <tr> <td></td> <td>£7.16</td> <td>Reimbursement to Clerk (litter picker purchase).</td> </tr> </table>		£7.16	Reimbursement to Clerk (litter picker purchase).		
	£7.16	Reimbursement to Clerk (litter picker purchase).				
7.4	Invoices, processed. See above.					
7.5	Invoices for approval (at agenda publication). <ul style="list-style-type: none"> J A Clark (Clerk), purchase of ink cartridges, £41.39. BHIB insurance, £481.10 (due before 01/06/23). Village Hall invoice, April 2023 meetings, £16.50. Post agenda publication, the Clerk had purchased a new printer for LPC, £39.99 and compatible with the recently purchased ink cartridges. RESOLVED to approve and arrange payments.	Clerk				
7.6	SBC, Model Agreement Expenditure 2022/23, required by 13/04/23*. Returned.	Complete				
7.7	NY0365 LPC – 2022/23 AGAR external auditor instruction. RESOLVED to progress.	Clerk				
7.8	2023/4 draft budget for discussion. RESOLVED to approve and monitor regularly.	Council				
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting					
	Meeting location.					
9.0	To confirm the details of the next meeting and the Annual Parish Council meeting.					
	To confirm details of the next meeting and subsequent 2023 meetings. RESOLVED to revert to holding future meetings on the first Monday each month, the next meeting confirmed for Monday 5 June 2023. Book venue.	Clerk				
 Meeting closed at 18:53	Clerk				

*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	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		