

**LYTHE PARISH COUNCIL  
MEETING, MONDAY 2 OCTOBER 2023, COMMENCED 18:30, LYTHE VILLAGE HALL**

**Recording of meeting:** None made.  
**Public question time:** None present.  
**Present:** Councillors S Blackwell, J Braime, J Morris, L Smith (Chairman),  
I Suckling. J A Clark (Clerk).  
**Absent:** Councillor P Cornforth.

ITEM	SUBJECT	ACTION
<b>1.0</b>	<b>Councillor Issues</b>	
1.1	To receive declaration of interest(s) by members. Non pecuniary declarations of interest were made by Cllrs JB, SB and JM in any items related to Mulgrave Estate.	To note
1.2	Apologies for absence, including approval by the Council of the reason. Apologies were received from Cllr TS and the reason approved by the Council.	To note
<b>2.0</b>	<b>Minutes of meetings</b>	
2.1	To confirm the minutes of the meetings held on 4 and 21 September 2023. <b>RESOLVED</b> to amend attendees, following which the minutes were approved and Chairman's signature would be obtained.	Clerk
<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. <b>RESOLVED</b> to circulate when received.	Clerk
3.1.2	Action plan to reduce number of speeding vehicles. <ul style="list-style-type: none"> <li>The Clerk reported that, despite a considerable amount of time spent on trying to obtain dates of speed monitoring equipment deployment from the Police, Fire &amp; Rescue Service, and the PCC Office, it had proved impossible to obtain dates. <b>RESOLVED</b> to retain on the agenda to try and obtain deployment dates.</li> <li>Further to the notification that NYC may introduce trial 20mph zones, without enforcement, <b>RESOLVED</b> to request that the following areas are included: <ul style="list-style-type: none"> <li>A174 Sandsend Road – where the speed limit is currently 40mph, reduce it to 30mph.</li> <li>A174 Sandsend Road – where the speed limit is currently 30mph, reduce it to 20mph.</li> <li>A174 Lythe Bank – where the speed limit is currently 30mph, reduce it to 20mph.</li> <li>A174 through Lythe – where the speed limit is 30mph, reduce it to 20mph.</li> </ul> </li> </ul>	Clerk Clerk
3.2	Planning applications to feedback to Authorities.	
3.2.1	ZF23/01251/FL Change of use of part of ground floor and Lean-to building from commercial/storage use to 2no. shop units, with associated external works. Feedback sent.	Complete
3.2.2	ZF23/01252/LB Internal and external works to allow for change of use to 2no. shop units. Feedback sent.	Complete
3.3	Parish 'Items to address.' <b>RESOLVED</b> to continue to progress, update and circulate.	Clerk
3.4	Development of new LPC website. The Clerk reported that she had received the website and would be reviewing prior to the next meeting to present to the Council prior to implementation.	Clerk
3.5	LPC bench painting. The Clerk reported that she made a number requests for the work to be completed, however the contractor had been unavailable when the weather had been suitable. <b>RESOLVED</b> to contact him again to try to get work completed prior to adverse weather.	Clerk
3.6	Clearing pathway from Lythe Village to St Oswald's. <b>RESOLVED</b> that the Clerk would arrange for Council members to clear the path once the second grass cut was complete.	Clerk/ Council
3.7	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. <b>RESOLVED</b> to retain on agenda until consultation live.	Clerk
3.8	NYC, Parish Charter. Added to the LPC website.	Complete

ITEM	SUBJECT	ACTION
3.9	Overgrown sign/worn wide lines, Goldsborough. Reported to NYH for repair, <b>RESOLVED</b> to add to 'items to address.'	Clerk
3.10	East Row car park, safe access/egress. The Clerk reported that she had not received a response from ME, <b>RESOLVED</b> to contact ME again for an update and to retain on agenda until the above two items were complete.	Clerk
3.11	Register of Interest, new forms. Forms sent again sent to Cllrs SB/PC/JM/TS for completion and return. <b>RESOLVED</b> to send forms for Cllrs JB, JM, LS, IS to NYC.	Clerk
3.12	NYC Consultation of Draft Destination Development Plan*. Response submitted.	Complete
3.13	Government consultation: Permitted development rights for barns – unrestricted housing in National Parks to be allowed with no planning permission needed*. Response submitted with copy to R Goodwill MP.	Complete
3.14	National Network: Coastal Communities*. <b>RESOLVED</b> to circulate to Cllrs for information. NB: Post meeting note, no slides available so would not be forwarded.	Complete
3.15	Training event, digital engagement*. The Clerk reported that the event had been somewhat disappointing as most of it was related to neighboured plans. <b>RESOLVED</b> to circulate the slides to Cllrs.	Clerk
3.16	National Association of Local Councils (NALC) Make a Change Campaign- free event* <b>RESOLVED</b> that Council members could book and attend if they wished.	Complete
3.17	'Off to a Flying Start' training event*. Cllr JB booked on to the October event.	Complete
3.18	Whitby Community Network (WCN) presentation. The Clerk reported that it had been resolved at a previous LPC meeting that Network representatives would be invited to give a short presentation when there was suitable agenda time. Following this however, NYC had recently circulated a briefing note outlining the future work of Community Partnerships, with five initial pilots in: Ripon, Leyburn & Middleham, Rural Ryedale, Easingwold, and Sherburn-in-Elmet. It was therefore <b>RESOLVED</b> that it was now inappropriate for WCN to be invited to an LPC meeting. It was noted that WCN held regular meetings and had a website if any individual wanted to be kept up to date with their activities.	Complete To note
<b>4.0</b>	<b>Planning Issues</b>	
<b>4.1.</b>	<b>To consider the following planning applications</b>	
4.1.1	ZF23/01379/HS . Single storey front extension with roof terrace over and window alterations Seaward Meadowfields Sandsend*. <b>RESOLVED</b> no comments, advise NYC.	Clerk
<b>4.2</b>	<b>To receive the following planning decision, full information on relevant websites.</b>	
	None.	
<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	NYMNPA	
	<ul style="list-style-type: none"> <li>Parish Planning Training Event*. <b>RESOLVED</b> that no one available to attend, advise NYMNPA.</li> </ul>	Clerk
	<ul style="list-style-type: none"> <li>Species Survival fund*. <b>RESOLVED</b> to advise NYMNPA that although LPC did not own any land, the Council were supportive of the project.</li> </ul>	Clerk
5.1.2	NYC, Dogs related restrictions consultation, respond by 15/10/23*. <b>RESOLVED</b> to complete the consultation based on current dog ban areas and dates.	Clerk
5.1.3	NYC, BT Payphone, and telephone box removal consultation, respond by 20/10/23*. <b>RESOLVED</b> that there was no justification for keeping the facility and NYC would be advised of this with a request to have an emergency telephone installed.	Clerk
5.1.4	YLCA Scarborough Branch Meeting - Monday, 9 October*. <b>RESOLVED</b> to advise YLCA that Cllr IS would attend.	Clerk

ITEM	SUBJECT	ACTION				
5.1.5	NALC direct election to Larger and Smaller Councils' committees, respond by 25/10/23*. <b>RESOLVED</b> that no one wished to join any committees.	Complete				
<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 8, 22 September 2023*.</li> <li>White Rose Information Bulletins &amp; Training 4, 14 September 2023*.</li> </ul>	NAR NAR				
5.2.2	NALC <ul style="list-style-type: none"> <li>Chief Executive's bulletins 7, 14 September 2023*.</li> </ul>	NAR				
5.2.3	NYC, Statutory Notice - Hackney Carriage Zone*.	NAR				
<b>6.0</b>	<b>To agree actions – issues raised by Councillors and/or submitted to the Clerk</b>					
6.1	Financial spend vs budget 2023/4. Noted that financial spend was within budget @ 28 September 2023. <b>RESOLVED</b> to identify any financial spend across the Parish.	To note Council				
6.2	Clerk's salary, 6 months (April – September 2023). <b>RESOLVED</b> to approve salary/HMRC payment of £1500 and arrange payment.	Clerk				
6.3	Grass cutting, 2 <sup>nd</sup> cut. <b>RESOLVED</b> to approve and arrange a second cut.	Clerk				
6.4	Christmas trees. <b>RESOLVED</b> to request two trees for Lythe and Sandsend from ME.	Clerk				
6.5	Volunteer Firefighters. <b>RESOLVED</b> to include on the next appropriate agenda.	Clerk				
6.6	LPC Facebook page. <b>RESOLVED</b> to include on the next appropriate agenda.	Clerk				
6.7	Seasonal Caretaker. The Council agreed that Seasonal Caretaker Neil had carried out a useful role over the season, <b>RESOLVED</b> to purchase a £50 gift card as a token of appreciation.	Clerk				
<b>7.0</b>	<b>To receive information on financial matters and approve spend</b>					
7.1	Balance of accounts @ 27/09/23 <table border="1" style="margin-left: 20px;"> <tr> <td>Savings</td> <td>£9,142.02</td> </tr> <tr> <td>Current</td> <td>£0.05</td> </tr> </table>	Savings	£9,142.02	Current	£0.05	
Savings	£9,142.02					
Current	£0.05					
7.2	Money received <table border="1" style="margin-left: 20px;"> <tr> <td></td> <td>£</td> </tr> </table>		£			
	£					
7.3	Money paid <table border="1" style="margin-left: 20px;"> <tr> <td></td> <td>£5.50</td> <td>Lythe Village Hall, £5.50, for hall hire 08/08/23.</td> </tr> </table>		£5.50	Lythe Village Hall, £5.50, for hall hire 08/08/23.		
	£5.50	Lythe Village Hall, £5.50, for hall hire 08/08/23.				
7.4	Invoices, processed. As above.					
7.5	Invoices for approval (at agenda publication) – Lythe Village Hall, Hire 04/09/23, £8.25. <b>RESOLVED</b> to approve and arrange payment.	Clerk				
<b>8.0</b>	<b>To notify the Clerk of matters for inclusion on the agenda of the next meeting</b>					
	None.					
<b>9.0</b>	<b>To confirm the details of the next meeting</b>					
	The next meetings confirmed as Thursday 12 October and Monday 6 November 2023, 18:30, Lythe Village Hall.					
	..... Meeting closed at 19:48					

\*Circulated via email.

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

Email: [clerk@lytheparishcouncil.org](mailto: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	SLCC	Society of Local Council Clerks
NAR	No action required	TRO	Traffic Regulation Order
ME	Mulgrave Estate	YAS	Yorkshire Ambulance Service
NYC	North Yorkshire Council	YLCA	Yorkshire Local Councils Association