

LYTHE PARISH COUNCIL

MINUTES OF MEETING HELD REMOTELY VIA 'ZOOM' VIDEO LINK ON WEDNESDAY 5 MAY 2021, COMMENCED AT 18:50.

Recording of meeting: None made.

Public question time: None present.

Present: Councillors H Casson, D Lancaster (Vice Chairman), J Metcalfe, L Smith (Chairman), T Spark, B Williams. J A Clark (Clerk).

ITEM	SUBJECT	ACTION
1.0	Councillor Issues	
1.1	To receive declaration of interest(s) by members. Non pecuniary interest declared in items related to Mulgrave Estate by Cllrs Metcalfe and Spark and in 3.13 by Cllr Smith.	
1.2	To receive apologies for absence, including approval by the Council of the reason. Apologies due to childcare issues received from Cllr Cornforth. RESOLVED to accept the reason.	
2.0	Minutes of meetings	
2.1	The minutes of the meeting held on 7 April 2021 were amended to reflect that Cllr Williams had tendered apologies, due to childcare issues, post meeting and that the Council had RESOLVED to accept the reason. RESOLVED that the minutes were true and accurate and the Chairman's signature would be obtained.	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. Circulated.	Complete
3.2	Planning applications to feedback to Authorities.	
3.2.1	21/00548/HS, External alterations to form covered walkway, Stream Cottage, The Valley, Sandsend*. Feedback sent to SBC.	Complete
3.3	Items from 'Goldsborough/Kettleiness/Lythe/Sandsend items to address. RESOLVED to circulate updated spreadsheet.	Clerk
3.4	Siting of benches along East Row beck (including additional groundworks) and fencing. Confirmed that a site meeting had been held and four locations for new benches had been identified on the north side of the beck and two on the south side. RESOLVED to progress again with NYH the possibility of locating two benches on the south side. Noted that there had been six expressions of interesting in sponsoring benches.	Clerk
3.5	Christmas trees, Lythe and Sandsend. Details of fuse box/sockets sent to a contractor who had expressed interested in quoting for changing the electrical socket. RESOLVED to present quote at the next meeting.	Clerk
3.6	AJ1 Project Road Safety Fund*, inc. potential funding sources for additional matrix sign. RESOLVED to retain on the agenda until data on the speed monitoring strips deployment is received.	Clerk
3.7	Replacement sign for the Roman Signal Station Goldsborough. Cllr Casson reported that research was taking longer than anticipated, RESOLVED to continue to progress.	Cllrs HC/JM
3.8	NYMNPA, 22 April 2021 Parish Forum @ 19:00*. Apologies sent to NYMNPA to confirm that LPC was unable to send a representative.	Complete
3.9	Lythe War Memorial – whether or not further restoration required. Confirmed that information had been received from The War Memorials Trust who had confirmed that the Conservation Officer at NYMNPA could assist. RESOLVED to continue to progress with the Conservation Officer.	Clerk
3.10	Waste bins, East Row. SBC had confirmed that waste bins would be made level and that 'do not feed the gulls' signs would be added to all bins. RESOLVED to retain on agenda until work complete.	Clerk

3.11	<p>Seasonal Caretaker, Dog Stencils, Notice boards – rework on varnish.</p> <ul style="list-style-type: none"> Seasonal caretaker - had commenced and had made a positive start to the role. RESOLVED to advise him of tasks in addition to the standard ones allocated by SBC. Dog Stencils - SBC had confirmed that stencils would be added to slipways subject to confirmation from other Parish Councils. Notice Boards – The Clerk had arranged to meet the original contractor three weeks ago and he hadn't turned up for the meeting, a follow up email had been sent requesting a discussion. RESOLVED to retain on the agenda. 	<p>Clerk</p> <p>Complete</p> <p>Clerk</p>
3.12	New Code of Conduct produced by The Local Government Association*. Cllrs confirmed that they had read the Code. Retain on agenda whilst awaiting details of training that would enable the Code to be formally adopted.	Clerk
3.13	Consultation on Housing and Other Site Submissions - Local Plan*. Following considerable debate, RESOLVED that a response drafted by Cllr Casson would be sent to the Clerk/Chairman for review prior to circulating to Cllrs for comment.	Cllr HC Cllr LS/Clerk
3.14	BT, Proposed removal of the two public telephone boxes in Sandsend*. Confirmed that a request to retain the box for emergency calls only had been sent to SBC who were the link with BT. Confirmed that Newholm cum Dunsley had been contacted and confirmed that they had requested the box in their parish remained fully operational.	Complete
3.15	Annual Parish Assembly Meeting. Meeting held.	Complete
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	21/00406/HS, Extension to existing balcony and replacing of existing window with bi-fold door, Aldersyde The Valley Sandsend*. RESOLVED that there were no objections, advise SBC.	Clerk
4.2	To receive the following planning decision/information (full information on websites) as at agenda publication date	
	<ul style="list-style-type: none"> 21/00548/HS, External alterations to form covered walkway, Stream Cottage, The Valley, Sandsend. Permitted with conditions. 21/00241/LB Existing timber windows in white finish to be replaced with timber sash spiral balance windows in cream finish to front elevation Langholm East Row Sandsend. Refused. 	
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	YLCA <ul style="list-style-type: none"> Webinar Remote Training Programme - May 2021*. 	NAR
5.1.2	NYMNPA <ul style="list-style-type: none"> Opportunity to be involved in a potential renewables project*. 	NAR
5.2	Correspondence for information (excluding financial matters included in 7.0)	
5.2.1	YLCA <ul style="list-style-type: none"> White Rose Update 1 & 23 April 2021*. RESOLVED to progress possibility of obtaining .gov email addresses and domain name. RESOLVED that Cllr Casson would send information from The Computer Centre to Cllr ES/Clerk who would review the necessity for any changes for LPC. NALC Chief Executive's Bulletin - 23 April 2021*. 	Cllr HC Cllr LS/Clerk NAR
5.2.2	Cllr David Chance, <ul style="list-style-type: none"> Team North Yorkshire Weekly Bulletin – 31 March, 7 April*. Roadmap Poster Step 2*. 	NAR NAR
5.2.4	NYH, Surface dressing Convoy*.	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 as appropriate		
7.1	Balance of accounts		
	Current	£0.05	
	Savings	£10,889.76	
7.2	Money received		
		£2,275.50	SBC, Precept.
		£789.18	SBC, Model Agreement.
		£1,000.00	ME, contribution to East Row fence.
	Money paid		
		£132.00	YLCA membership fee
		£9.31	YLCA booklets.
		£2,219.40	Saunders Sawmill, East Row fence.
7.3	Invoices, processed. As above.		
7.4	Invoices for approval (at agenda publication). <ul style="list-style-type: none"> Zoom £14.39 April 2021. Zoom payment for May 2021 £14.39 had been made by the Clerk after agenda publication. RESOLVED to reimburse both payments. 		Clerk
7.5	Model Agreement Expenditure 2020/21. Information returned to SBC.		Complete
7.6	NY0365 Lythe Parish Council - 2020/21 AGAR external auditor instructions.		Complete
8.0	To receive information on actions, routine and/or urgent, carried out by Council members on behalf of LPC outside formal meeting (including where known prior to meeting).		
	Removed ivy from side of blacksmith's shop, Lythe.		
9.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting		
9.1	Additional policies/procedures for LPC, including dealing with anonymous correspondence.		Clerk
10.0	To confirm the details of the next meeting		
	As the legislation to hold remote meetings expires on 6 May 2021, it was confirmed that the next meeting would be held physically on Tuesday 1 June 2021 in Lythe Village Hall, commencing at 18:30. It was also confirmed that future meetings would be held, wherever possible on the first Tuesday in each month. RESOLVED to book Lythe Village Hall and advise Councillors of the dates.		Clerk
 Meeting closed 20:10.		

*circulated via email.

Judy Clark, Clerk to the Council, Lythe Parish Council, c/o Cliff View, East Row, Sandsend, North Yorkshire YO21 3SU.

Email: clerk@lytheparishcouncil.org Website: www.lytheparishcouncil.org

Glossary			
AGAR	Annual Governance and Accountability Return	NYFRS	North Yorkshire Fire and Rescue Service
CCG	Clinical Commissioning Group	NYH	North Yorkshire Highways
LPC	Lythe Parish Council	NYMNPA	North Yorkshire Moors National Park Authority
LPCC	Lythe 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