

LYTHE PARISH COUNCIL

MEETING, TUESDAY 7 SEPTEMBER 2021, COMMENCED AT 18:30, LYTHE VILLAGE HALL

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. 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 item 4.1.1 by Cllr Spark.	Complete
1.2	To receive apologies for absence, including approval by the Council of the reason. Apologies received from Cllr Cornforth. RESOLVED to accept the apologies and reason. Cllr Williams not in attendance, no reason given.	Complete
2.0	Minutes of meetings	
2.1	To confirm the minutes of the meeting held on 10 August 2021. RESOLVED that the minutes had been amended to reflect the final LPC response to the planning application discussed and would be circulated to Councillors. Subject to the amendment, the minutes were agreed as true and accurate and that the Chairman's signature would be obtained.	Clerk 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	21/01190/HS Proposed extensions to the rear of the dwelling, a new rear dormer and the enlargement of an existing detached garage for use as a garage with sunroom above. 26 Meadowfields, Sandsend*. Response sent to SBC.	Complete
3.3	Items from 'Goldsborough/Kettleiness/Lythe/Sandsend items to address. No updates. Retain on agenda.	Clerk
3.4	Siting of benches along East Row beck, including additional groundworks. RESOLVED that now COVID restrictions have been lifted, the project now needs to be progressed again and the following would information would be obtained: <ul style="list-style-type: none"> Dates when potential sponsors contacted the Council expressing interest, these may need to be used if bench sponsorship has to be prioritised. Licence from NYH, it is now a considerable time since request made for siting additional benches on the South side of the beck. Draft a consultation notice in the event that the Council obtains a licence by NYH. Up to date groundworks costs. Up to date bench costs. 	Clerk
3.5	Christmas trees, Lythe and Sandsend, including carols (carol events requested via the LPCC). RESOLVED to: <ul style="list-style-type: none"> Contact ME to confirm: <ul style="list-style-type: none"> whether or not they would provide the trees this year. whether or not they would support two carol singing events around each of the Christmas trees. Contact the retained fire station to determine whether or not they would provide firefighters again to erect the trees/lights. Obtain quote for updated external electrical socket at Lythe. Check LPC insurance for carol singing events. Check with LPCC on carol singing events organisation responsibility. 	Clerk

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3.6	<p>AJ1 Project Road Safety Fund*, inc. potential funding sources for additional matrix sign and feedback to police on work to date. To include data on speed research recently carried out. The Chairman talked around the data that had been received from the latest speed monitoring strips in Lythe and outcome from site visit with Cllr Chance and NYH personnel. It was noted that 67% of the traffic travelling away from Whitby, through Lythe, exceeded the 30 mph speed limit, and 33% travelling towards Whitby, through Lythe, exceeded the speed. She confirmed that all the data from the speed monitoring strips had indicated that the priority for speed calming measures was in Lythe followed by Sandsend.</p> <p>RESOLVED that the following would be obtained from NYH:</p> <ul style="list-style-type: none"> • Up to date costs of matrix signs. • Type of sign acceptable to NYH and whether this would be static or portable NB: likely to be portable as it had been deemed by NYH that these were most effective. • Whether or not NYH; <ul style="list-style-type: none"> • would install further rumble strips or refresh current ones. • could install additional repeater milage signs. • could recommend a particular type of village Gateway sign and who would bear the cost i.e. NYH or LPC. 	Clerk
3.7	Replacement sign for the Roman Signal Station Goldsborough. RESOLVED that Cllr Casson would become involved with the NYMNP project to replace the sign.	Cllr HC
3.8	New Code of Conduct produced by The Local Government Association*. Awaiting training details from YLCA. RESOLVED to retain on the agenda.	Clerk
3.9	Removal of 'Weebly' on the website address, costs. RESOLVED that this was not necessary at present.	Complete
3.10	Welcome Back funding grant offer, grant money confirmed for the matrix sign. RESOLVED to include this in AJ1 Project agenda item in future.	Clerk
3.11	Additional policies/procedures for LPC. The Clerk advised the Council that there were a number of policies that required review and additional policies needed. RESOLVED that they would be presented for adoption over the coming months, commencing in October.	Clerk/Cllr LS
3.12	YLCA, The Queen's Platinum Jubilee Beacons - 2nd June 2022*. Details sent to Lythe Village Hall Committee and the Fire Service.	Complete
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	<p>21/00748/FL Installation of gabion retaining walls, formation of additional hard standing and widening of access road. Land Adjacent to Sandsend Beck, The Valley, Sandsend. RESOLVED that the following response would be sent to SBC; The Council supports the need for the gabion baskets to reinforce the water course banks, the improvements to the car park surface and additional car parking.</p> <p>However, the Council does not understand how the planning application intends to widen the access road. Whilst this is mentioned in the Design & Access & Heritage Impact Assessment, how this is to be achieved is not discussed in any of the supporting documentation.</p>	Clerk
4.2	To receive the following planning decision/information (full information on websites) as at agenda publication date	
4.2.1	NYM/2021/0401/FL, Voebroch, Kettleness, replacement of existing French doors and window with bi-fold doors. Approved with conditions.	NAR
4.2.2	NYM/2020/1018/FL Former Saw Mill Timber Yard, East Row, Sandsend. Change of use of sawmill timber yard to visitor car park with associated works including. Approved with Conditions	NAR
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	NYMNP, Minerals and Waste Joint Plan – Main Modifications Consultation*. (Respond 15 September 2021). RESOLVED that as this was not relevant to LPC response would not be sent.	Complete

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5.1.2	NYCC unitary council / parish and town council working group*. RESOLVED that the Clerk would be involved as appropriate.	Clerk						
5.1.3	NYMNPA North York Moors Youth Voice*.	NAR						
5.1.4	YLCA							
	<ul style="list-style-type: none"> Scribefest - Virtual Conference, 29 September 2021*. 	NAR						
	<ul style="list-style-type: none"> Remote Conference 17-18 September 2021*. 	NAR						
5.1.5	SBC, Barriers to Renewable Technologies, Customer Research Survey, respond by 31 October 2021*. RESOLVED that individuals and not the Council should respond.	NAR						
5.1.6	Police and Crime Plan and Fire and Rescue Plan consultation*, respond by 7 November. RESOLVED that individuals and not LPC should respond to this.	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 2, 16, 30 July, 20 August 2021* 	NAR						
	<ul style="list-style-type: none"> HM Land Registry (HMLR) Parish Land Ownership Survey*. 	NAR						
	<ul style="list-style-type: none"> Law and Governance Bulletin 9, 28 July 2021*. 	NAR						
	<ul style="list-style-type: none"> Councillor's discussion forums*. 	NAR						
	<ul style="list-style-type: none"> The North Yorkshire Rural Commission, Rural North Yorkshire: The Way Forward*. 	NAR						
	<ul style="list-style-type: none"> NALC – Guidance for Member Councils/Parish Meetings from Monday, 19 July*. 	NAR						
	<ul style="list-style-type: none"> National Resilience Strategy Call for Evidence*. 	NAR						
	<ul style="list-style-type: none"> Councillor's discussion forums*. 	NAR						
5.2.2	Cllr David Chance, Team North Yorkshire Weekly Bulletin, 7, 14, 21, 28 July, 12, 18, 25 August, 1 September 2021*.	NAR						
5.2.3	NALC, Chief Executives Bulletin 2, 9, 16, 30 July, 6, 13, 20, 27 August 2021*	NAR						
5.2.4	SBC							
	<ul style="list-style-type: none"> Invite for Parish Council Chairs and Clerks, 'drop in' session 12 July 2021*. The Clerk had attended, but confirmed that there were no major issues to feedback. 	NAR						
	<ul style="list-style-type: none"> Draft Cultural Strategy for the Borough of Scarborough*. (consultation closed). 	NAR						
5.2.5	North Yorkshire Police, new PCSO*. RESOLVED to invite the new PCSO to the beginning of a future meeting as an introduction means.	Clerk						
5.2.6	NYCC, Local Government Reorganisation*.	NAR						
5.2.7	Whitby United Charities*.	NAR						
5.2.8	North Yorkshire National Bus Strategy & Bus Service Improvement Plan Engagement*. (consultation closed).	NAR						
6.0	To discuss and agree actions relating to issues requested by Councillors and/or submitted to the Clerk							
6.1	Sandsend Seasonal Caretaker. Agreed that Neil was doing a superb job. RESOLVED to speak to his manager to identify when his finish date is, request that he returns to Sandsend next season and confirm whether or not it is acceptable to give him a reward, financial or otherwise.	Clerk						
6.2	Christmas trees, Lythe and Sandsend – donated or purchase? Carols. Covered in 3.5.	NAR						
6.3	Annual Costs to remove the Weebly name from LPC website*. Covered in 3.9.	Complete						
7.0	To receive information on financial matters and approve spend as appropriate							
7.1	Balance of accounts (both credit)							
	<table border="1"> <tr> <td>Current</td> <td>£0.05</td> </tr> <tr> <td>Savings</td> <td>£9624.03</td> </tr> </table>	Current	£0.05	Savings	£9624.03			
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7.2	Money received							
	<table border="1"> <tr> <td></td> <td>£0.00</td> </tr> </table>		£0.00					
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	Money paid							
	<table border="1"> <tr> <td></td> <td>£14.39</td> <td>Zoom (June).</td> </tr> <tr> <td></td> <td>£38.49</td> <td>Ink Cartridges for £38.49 for the Clerk.</td> </tr> </table>		£14.39	Zoom (June).		£38.49	Ink Cartridges for £38.49 for the Clerk.	
	£14.39	Zoom (June).						
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7.3	Invoices, processed. As above.							
7.4	Invoices for approval (at agenda publication). Lythe Village Hall hire £24.75. ICO, Data Protection fee £40.00. RESOLVED to arrange payment.	Clerk						

ITEM	SUBJECT	ACTION
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).	
	None.	
9.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting	
	Clerk's fee payment.	
10.0	To confirm the details of the next meeting	
	The next meeting was confirmed as Tuesday 5 October 2021, 18:30, Lythe Village Hall.	
 Meeting closed at 19:41.	

*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	NYH	North Yorkshire Highways
CCG	Clinical Commissioning Group	NYMNP	North Yorkshire Moors National Park Authority
LPC	Lythe Parish Council	PCC	Police and Crime Commissioner
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
NYFRS	North Yorkshire Fire and Rescue Service		