

LYTHE PARISH COUNCIL

MEETING, MONDAY 4 MARCH 2024, COMMENCED AT 18:30, LYTHE VILLAGE HALL

Public question time: None present.

Present: Councillors, J Braime, J Morris, L Smith (Chairman), I Suckling.
J A Clark (Clerk).

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 Cllr JM in any items related to Mulgrave Estate	To note
1.2	Non-attendance of Councillors - To receive and note apologies from councillors who are unable to attend the meeting. - To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant. Apologies received from Cllrs SB, PC and TS and the reasons approved by the Council.	To note
2.0	Minutes of meetings	
2.1	To confirm the minutes of the meeting held on 5 February 2024. Following amendment to show action complete in 3.8, RESOLVED to confirm the minutes and obtain the 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 when received.	Clerk
3.1.2	Action plan to reduce number of speeding vehicles, including feedback from data loggers and potential Community Speed. RESOLVED to wait for the data from the Sandsend deployment before taking any action on requesting CSW in the Raithwaite to Sandsend location. Noted that as the Raithwaite to Sandsend area was in the Newholm cum Dunsley Parish Council area, that Council should be consulted in any action. RESOLVED to retain on agenda.	Clerk Clerk
3.2	Planning applications to feedback to Authorities.	
3.2.1	ZF24/00032/HS Creation of new vehicular access and 1 no. parking space Ness View East Row Sandsend. Response sent.	Complete
3.3	Parish 'Items to address.' RESOLVED to continue to progress and circulate updated spreadsheet.	Clerk
3.4	Development of new LPC website. The Clerk reported that the new website was operational and that there were some minor updates required. RESOLVED to review website and advise the Clerk of any changes/improvements required.	Cllrs/Clerk
3.5	LPC bench painting. RESOLVED to retain on agenda until work requested and completed in Spring 2024.	Clerk
3.6	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. The Clerk reported that the NYH had advised that the NYC legal team were currently considering the type of consultation that would take place. RESOLVED to retain on agenda until further updates received from NYH.	Clerk
3.7	East Row car park, safe access/egress. The Clerk reported that NYMNPA and NYC planning departments had been contacted to request that the work specified within the planning decisions was carried out by ME as a matter of urgency i.e. the stipulated work related to pedestrian footbridge installation and pedestrian deterrent paving on East Row bridge. ME had been informed of this. Noted that ME had responded advising that the new footbridge was being manufactured off site and would be installed in April 2024. RESOLVED to retain on agenda until work complete.	Clerk
3.8	Digital/parishioner engagement strategy. The Clerk reported that Cllr LS and her had discussed an LPC Facebook page and Cllr TS had agreed to develop. RESOLVED to progress with Cllr TS.	Clerk
3.9	Law & Governance Bulletins November & December 2023*, further policies required. The Clerk had adapted templates for six policies. RESOLVED to circulate for comment.	Clerk/Cllrs

ITEM	SUBJECT	ACTION
3.10	Off to a Flying Start, feedback from Cllr JB, information on positive meeting process. Meeting information circulated by Cllr JB.	Complete
3.11	NYC, Home upgrade grant 2 - information for parish councils to share with residents*. Added to website.	Complete
3.12	Event promoting the organisations/activities within the Parish, draft proposal*. Cllr JB talked through the reasons behind his proposal and suggestions to progress. Following positive comments RESOLVED to circulate NALC information to Cllrs for further debate at the next meeting.	Clerk Clerk
3.13	Lythe Parish Meeting. The Clerk reported that Mr R Childerhouse, Estates Director ME, had confirmed attendance at the Assembly meeting on 8 April 2024 to answer questions. RESOLVED that the Assembly meeting would be himself and Cllr LS who would also be present to answer questions rather than make a formal presentation. Confirmed that Cllrs would not be summoned to attend, but they would attend as parishioners if of interest. RESOLVED that information on the national weekend volunteering event to link in with would be printed/available for attendees to link in with 3.12 above.	Cllr LS To note Clerk
3.14	Scarborough Branch Meeting - Thursday, 8 February 19:00*. The Clerk reported that she had participated in the virtual meeting and had circulated slides from the session.	Complete
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	ZF24/00096/HS 26 Meadowfields Sandsend, Creation of driveway and dropped kerb following removal of dwarf brick wall*. RESOLVED that there were no objections, advise NYC.	Clerk
4.1.2	ZF23/01968/FL ZF23/01969/LB, Reconsultation, enlarging of existing opening in stone wall, new dropped kerb to create vehicular access and hardstanding. Estbek House East Row Sandsend Whitby North Yorkshire YO21 3SU. This application was discussed, including the amended drawings, and LPC had the following objections to the application. This area of East Row is the focal point for vehicular and pedestrian traffic in Sandsend due to the narrow road bridge/it's footpath, pedestrian bridge, East Row car park and associated access/egress points. The following outlines the Council's concerns: • There are dropped kerbs on footpaths very near to the proposed vehicular access to enable safe crossing from the pavement to the pedestrian footbridge for individuals who are less physically able and for people with wheelchairs/pushchairs/strollers. Whilst the dropped kerbs could possibly be relocated, they were placed in their current locations for safety reasons and to allow pedestrians to cross the road to reach the pedestrian bridge safely. • It would be extremely difficult to reverse into the proposed access area due to the volume of pedestrian/vehicular traffic and virtually impossible to turn around in the proposed space to enable a vehicle to leave the space in a forward direction that would enable the driver to see the surroundings/potential hazards more clearly. • There are double yellow lines in front of the proposed vehicular access/hardstanding that indicate no parking and potential danger. • There is a bus stop located near to the site of the proposed application, again adding to the potential hazards. • There have been at least two incidents in this area within the last year that resulted in destruction of fences/walls - by approving this application it could create more danger to pedestrians and vehicle drivers. As you can see from the above, the Council has major concerns regarding the planning application due to the very real, and significant potential for harm. RESOLVED to send the response to NYC.	Clerk
4.2	To receive the following planning decision, full information on relevant websites.	
	None.	

ITEM	SUBJECT	ACTION									
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										
	• YLCA Information Bulletin & Training 9, 15, 23 February 2024*.	NAR									
	• White Rose Bulletin 2, 15 February 2024*.	NAR									
	• Training & Discussion Forums Programme March 2024*.	NAR									
	• Training Programme April to September*.	NAR									
5.1.2	NYC,										
	• Urban grass cutting 2024/5*. RESOLVED to request NYC to continue to cut visibility splays.	Clerk									
	• Home to school travel policy - consultation (Parish & Town Councils) *. RESOLVED to add to website.	Clerk									
	• North Yorkshire cost of living campaign*. RESOLVED to add to notice boards and website.	Clerk									
	• Let's Talk Food campaign, North Yorkshire Council - live until 1 April 2024*. RESOLVED to add to website.	Clerk									
	• NYC, Joint local health & wellbeing strategy, public consultation to 31 March 2024*. RESOLVED to add to website.	Clerk									
5.1.3	Northern Power grid's Regional Workshops Series Invitation: March-April 2024*.	To note									
5.2	Correspondence for information (excluding financial matters included in 7.0)										
5.2.1	NALC, Chief Executive's bulletins 8, 15, 22 February 2024*.	NAR									
5.2.2	YLCA, Scarborough Branch Presentation*. Circulated.	Complete									
5.2.2	NYC, North Yorkshire Local Plan Launch Event - Q&A*. Circulated.	NAR									
5.2.3	NYMNPA, Species Survival fund*. Circulated.	Complete									
6.0	To agree actions on issues raised by Councillors and/or submitted to the Clerk										
6.1	None.										
7.0	To receive information on financial matters and approve spend										
7.1	Balance of accounts @ 27/02/24 both credit										
	<table><tr><td>Savings</td><td>£7,940.91</td></tr><tr><td>Current</td><td>£0.05</td></tr></table>	Savings	£7,940.91	Current	£0.05						
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7.2	Money received										
	<table><tr><td></td><td>£0.00</td><td></td></tr></table>		£0.00								
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7.3	Money paid										
	<table><tr><td></td><td>£80.00</td><td>SLCC, Clerk membership fee 2024</td></tr><tr><td></td><td>£7.33</td><td>Lythe Village Hall, hire 04/01/24</td></tr><tr><td></td><td>£33.40</td><td>YLCA, invoice 1413, Cllr JB, off to a flying start pt 1</td></tr></table>		£80.00	SLCC, Clerk membership fee 2024		£7.33	Lythe Village Hall, hire 04/01/24		£33.40	YLCA, invoice 1413, Cllr JB, off to a flying start pt 1	
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	£33.40	YLCA, invoice 1413, Cllr JB, off to a flying start pt 1									
7.4	Invoices, processed. As above.										
7.5	Invoices and payments for approval (at agenda publication). • £1832.70 Clerk salary, including retrospective NJC salary increase, for 6months until 31/03/24 and associated HMRC payment. Invoices for approval (post agenda publication). • £16.50, Lythe Village Hall, Hire 5 February 2024. • £52.04, NALC, Engaging with Local Communities Event, Clerk attended. RESOLVED to approve. Arrange payment.	Clerk									
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting										
	None.										
9.0	To confirm the details of the next meeting										
	The next meeting was confirmed as Monday 8 April, following the Annual Parish meeting that commences at 18:00, Lythe Village Hall.										
	 Meeting closed at 19:06.										

*Circulated via email.

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

Email: clerk@lytheparishcouncil.org

Glossary			
AGAR	Annual Governance and Accountability Return	NYC	North Yorkshire Council
CCG	Clinical Commissioning Group	NYFRS	North Yorkshire Fire and Rescue Service
CSW	Community Speed watch	NYH	North Yorkshire Highways
CiLCA	Certificate in Local Council Administration	NYMNP	North Yorkshire Moors National Park Authority
FOLS	Friends of Lythe School	PCC	Police and Crime Commissioner
LPC	Lythe Parish Council	SLCC	Society of Local Council Clerks
LSPCC	Lythe & Sandsend Parochial Church Council	TRO	Traffic Regulation Order
NAR	No action required	YAS	Yorkshire Ambulance Service