

LYTHE PARISH COUNCIL

MEETING, MONDAY 1 JULY 2024, COMMENCED AT 18:30, LYTHE VILLAGE HALL

Public question time: None present.

Present: Councillors J Braime, P Cornforth, 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 was made by Cllrs PC and JM in any items related to Mulgrave Estate JB in item 4.1.3. Cllr IS advised that he would need to complete a revised Declaration of Interest form prior to the next meeting. RESOLVED that the Clerk would send him a form.	To note Cllr IS Clerk
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 Cllr TS and the reasons approved by the Council.	To note
2.0	Minutes of meetings	
2.1	To confirm the minutes of the June 2024 meeting. RESOLVED to approve 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. The Clerk reported that she had contacted the Police who had confirmed that full information had been reported for the Mulgrave area. RESOLVED to circulated latest report when received.	Complete Clerk
3.1.2	Action plan to reduce number of speeding vehicles, including feedback from data loggers and potential CSW. Still awaiting information from the Speed Management Protocol team. Noted that the Clerk had contacted the team and had been advised that there were changes being made to the process and to email the team for an update. Two emails had subsequently been sent with no response; therefore, the Clerk had contacted Cllr Chance for his help in expediting. RESOLVED to wait for all data before taking any action on CSW request. 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 continue to progress and retain on agenda.	To note Clerk Clerk
3.2	Planning applications to feedback to Authorities.	
3.2.1	NYM/2024/0304 Application for Listed Building consent for installation of loft hatch at Lythe Cottage, High Street, Lythe*. Feedback 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/removal of old website. The Clerk reported that the new website would be updated as appropriate and that the old website had been removed.	Complete
3.5	LPC bench painting, Sandsend benches. Work undertaken.	Complete
3.6	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. The Clerk reported on the latest communication from NYC that had confirmed work on preventing parking was ongoing with the NYC legal team, the Council Director and Executive member for Highways. RESOLVED to retain on agenda until further updates received.	Clerk
3.7	East Row car park, safe access/egress. Work had started on the new pedestrian footbridge installation. RESOLVED to retain on the agenda until complete.	Clerk
3.8	Digital/parishioner engagement strategy, Facebook page. RESOLVED that new Facebook page should go live and Cllr TS and the Clerk would liaise on posts.	Cllr TS/ Clerk
3.9	Law & Governance Bulletins November & December 2023, further policies*. The Clerk reported that all relevant policies had now been added to the website, other policies would be discussed as/when appropriate.	Complete

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3.10	Sandsend flower beds, storm damage. Three Council members had assisted in turning over the soil in readiness for a small amount of planting.	Complete
3.11	To receive an update on some of the questions posed at the Annual Parish Assembly. The area on the Lythe to Ugthorpe road where a parishioner had reported excessive volume of water due to inadequate drainage had been reported to NYH for investigation.	Complete
3.12	National financial regulations, review for LPC. RESOLVED to review prior to the September 2024 meeting.	Cllr LS/ Clerk
3.13	Councillor vacancy. As there had not been an election request by the appropriate number of electors, the vacancy was currently advertised for co-option with a closing date of 17 July 2024. RESOLVED to retain on agenda.	Clerk
3.14	Additional signatory, Cllr JM, on bank account and new savings bank account with Cllrs LS, JM, and the Clerk as signatories. The Clerk reported that Cllr JM was now a signatory on the current account. An application had been made for a new savings account and was being progressed. Noted that setting up of the account may take some time. RESOLVED to retain on agenda until complete.	Complete Clerk
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	NYM/2024/0401 Application for Listed Building consent for removal of 17 no. uPVC window and installation of replacement timber windows at Cleveland House, Goldsborough Lane, Goldsborough, Lythe*. RESOLVED no objections, advise NYMNPA.	Clerk
4.1.2	ZF24/00913/FL Erection of single storey side extension with balcony, 2 storey rear extension and garage at Riggside and first floor balcony to side elevation and 2 storey rear extension at Craigmores, Riggside & Craigmores East Row, Sandsend*. RESOLVED no objections, advise NYC.	Clerk
4.1.3	NYM/2023/0812 Application for demolition of existing workshop and sawmill buildings, construction of one single storey principal residence dwelling and conversion of and extension to outbuilding to form one principal residence dwelling with associated amenity spaces, parking, and landscaping works at Kerrs Farm, Lythe*. Amended plans. RESOLVED that whilst it was appreciated that the number of properties had reduced in the revised plans, the Council's previous comments remain and NYMNPA would be advised of the Council objections to the proposal i.e.: - The Council had no objections to the development of the area or buildings themselves as it was deemed it could enhance what was currently in place. Should this application be approved, properties should be for permanent residences as stated. - However, there were major concerns regarding access/egress to the site, not only during the construction phase, but particularly once the new buildings became occupied, that is; - previous vehicular traffic tended to be taller/narrower and therefore visibility less restricted for drivers. - the access/egress to the proposed development is very narrow thus contributing to safety concerns. - it was felt that there would be numerous restricting visibility issues when driving from the site on to the very busy main highway due to: - the narrow road. - cars parked on the highway. - the increase in vehicular traffic associated with the proposed development. - there is an entrance/road/car park to a busy nursery directly opposite the proposed access/egress road. - In considering the above, it was concluded that there would be a significant potential for harm to: - vehicle drivers accessing/egressing the site. - drivers on the main highway. - pedestrians.	Clerk

ITEM	SUBJECT	ACTION						
4.2	To receive the following planning decision, full information on relevant websites.							
4.2.1	NYM/2024/0187 Land to the rear of Holly Cottage and Meadowfield House, High Street, Lythe. Certificate of Lawfulness issued.	To note						
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							
	• White Rose Bulletins*.	NAR						
	• Information and training bulletins*.	NAR						
5.1.2	NYMNPA							
	• The New North York Moors Design Code*. Comments by 31 July. RESOLVED to add to website and on the new Facebook page.	Clerk/ Cllrs TS						
	• Joint Parish Forum - Tuesday, 16 July at Land of Iron Museum*. RESOLVED that no one available to attend, advise NYMNPA.	Clerk						
5.1.3	NYC							
	• Parish council general election comms toolkit	NAR						
	• Keep North Yorkshire Clean - new anti-littering campaign*. RESOLVED to add to website, request some posters for notice boards.	Clerk/ Cllr TS						
5.2	Correspondence for information (excluding financial matters included in 7.0)							
	None at agenda publication.							
6.0	To agree actions on issues raised by Councillors and/or submitted to the Clerk							
6.1	Parish Assembly commencement time. RESOLVED to commence the Assembly later to enable more parishioners to attend.	Council						
6.2	Public Right of Way path adjacent to Meadowfields, Sandsend. RESOLVED to advise NYMNPA & NYC of overgrown right of way for them to determine any action.	Clerk						
6.3	East Row beck and beach areas, accumulation of wood and concrete in beck. Noted that the beck had been cleared of the large concrete blocks and wood on the beach both created by the major winter sea storm. The work had been completed promptly via NYC and at zero cost to LPC to which LPC was grateful.	To note						
6.4	Seasonal Caretaker, tasks/duties. RESOLVED to advise Clerk of any additional tasks.	Council						
7.0	To receive information on financial matters and approve spend							
7.1	Balance of accounts @ 26/06/24							
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£0</td><td></td></tr> <tr> <td>Current</td><td>£8,900.21</td><td></td></tr> </table>	Savings	£0		Current	£8,900.21		
Savings	£0							
Current	£8,900.21							
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>£340.00</td><td>JeffMac, bench x 3 painting.</td></tr> </table>		£340.00	JeffMac, bench x 3 painting.				
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7.4	Invoices, processed. As above.							
7.5	Invoices for approval (post agenda publication). £1080.00, AR, KL & AC Clay, Grass cutting June 2024. £19.25, Lythe Village Hall, Hire 13 May and 3 June 2024.							
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting							
8.1	Contribution towards compost/plants.							
9.0	To confirm the details of the next meeting							
	The next meeting was confirmed as Monday 5 August 2024, 18:30, Lythe Village Hall, if urgent decisions were required. Apologies received from Cllr LS should the meeting go ahead. RESOLVED to hold a meeting prior to this to discuss any co-option applications.	Clerk						
	 Meeting closed at 19:18.							

*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	NYMNPA	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