

LYTHE PARISH COUNCIL

MEETING, MONDAY 14 OCTOBER 2024, COMMENCED AT 18:30, LYTHE VILLAGE HALL

Public question time: None present.

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

On behalf of the Council, Cllr Smith – Chairman, welcomed Councillor Joe Hogarth to his first Council meeting.

ITEM	SUBJECT	ACTION
1.0	Councillor Issues	
1.1	To receive declaration of interest(s) by members.	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 JM and TS and the reasons approved by the Council.	To note
2.0	Minutes of meetings	
2.1	To confirm the minutes of the September 2024 meeting. Following minor amendment in 3.1.2 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. No report received, the Police had advised that there may not be reports for September and October 2024 due to staff issues.	To note
3.1.2	Newholm cum Dunsley send information from data loggers. Information sent.	Complete
3.2	Planning applications to feedback to Authorities.	
3.2.1	- Public Bridleway 30.26/009 at Overdale Farm, Lythe. Feedback sent. - Public Footpath 30.26/014 off Lythe Bank, Lythe. Feedback sent.	Complete Complete
3.3	Parish items to address*. Circulated. RESOLVED to continue to progress and circulate updated spreadsheet.	Clerk
3.4	Motorhome/campervan parking, A174 Sandsend to Whitby layby, Sandsend, Sandsend (behind Sandsend South toilets) and Wits End car park. RESOLVED to confirm the draft response and send to NYC.	Clerk
3.5	National financial regulations, review for LPC*. Added to website.	Complete
3.6	Councillor vacancy. Cllr Hogarth now co-opted as Councillor as a welcome new addition to the Council, relevant paperwork completed.	Complete
3.7	Public Right of Way path adjacent to Meadowfields, Sandsend. Moved to 'Items to Address' spreadsheet.	Complete
3.8	Handrail installation request on the slope below the steps adjacent to Sandside Café*. Moved to 'Items to Address' spreadsheet.	Complete
3.9	Parish Training Event Wednesday 25 September 2024, slides from the event*. The Clerk reported that had not possible. Slides from the event had been circulated.	Complete
3.10	Coastal Area Parish Forum - Thursday, 31 October at 7pm at Loftus Town Hall*. RESOLVED that Cllr IS would attend, advise NYMNNPA. Once the agenda becomes available, should other Council members wish to attend to inform the Clerk	Clerk Council
3.11	York & North Yorkshire Combined Authority. "We want to hear your views on Serious Violence, the impact it has on communities and how to combat it"*. Consultation had been added to the LPC website.	Complete
3.12	Boundary Commission Parish Sector Briefing: Presentation Slides*. Slides circulated.	Complete
4.0	Planning Issues	
4.1.	To consider the following planning applications	
4.1.1	For information only. Notification of proposed works to trees in a Conservation Area, Chapel Cottage, Lythe – felling and removing large Eucalyptus in back garden*.	To note
4.1.2	Sealed Order Consultation for Highways Act 1980 Diversion Order Application No: SCAR-2023-12-DO. Public bridleway 30.26/009, Overdale Farm, Lythe diversion order 2024*. RESOLVED that there were no objections to this more formal consultation and to advise NYC.	Clerk

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4.2	To receive the following planning decision, full information on relevant websites.													
4.2.1	NYC, proposed diversion of Public Footpath 30.26/014, proposal withdrawn .	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													
	Weekly news notifications 13, 20, 27, September, 4 October 2024*.	NAR												
	Law and Governance bulletin, September 2024*.	NAR												
5.1.2	NYMNPA													
	Coastal Area Parish Forum - Thursday, 31 October at 7pm at Loftus Town Hall*. See 3.10 above.	NAR												
5.1.4	The Local Government Boundary Commission for England, North Yorkshire Boundary Review - Initial Consultation, closes 09/12/24*. RESOLVED to add to the LPC website.	Clerk												
5.1.5	Police and Crime Plan and Fire and Rescue Plan consultation, closes 18/11/24*. RESOLVED to add to the website.	Clerk												
5.2	Correspondence for information (excluding financial matters included in 7.0)													
5.2.1	YLCA													
	Scarborough Branch meeting 14 October 2024* (NB: apologies tendered).	To note												
	'Jargon buster'.	To note												
6.0	To agree actions on issues raised by Councillors and/or submitted to the Clerk													
6.1	Plan for installation of Christmas trees and lights in Lythe & Sandsend, Lythe lighting event. The Clerk reported that the primary school and village hall have suggested a 'lighting event' for the Lythe tree on 29 November 2024, time to be confirmed by them. RESOLVED to request trees from ME and check lights working. RESOLVED to request retained firefighters to install trees prior to 29 November 2024.	Clerk Cllr PC												
6.2	Disputes, discussions, or issues with/between commercial operations. The Clerk confirmed that following complaints regarding a business within the parish, the Parish Council did not have the lawful powers to become involved in disputes, discussions, or issues with commercial operations.	To note												
6.3	Confirm Sandsend defibrillator guardian timetables for 2024 & 2025* (sent to guardians). RESOLVED that the three Sandsend guardians confirmed the timetable and would arrange for the defibrillator to be checked if they became unavailable.	Complete												
7.0	To receive information on financial matters and approve spend													
7.1	Balance of accounts @ 8 October 2024													
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£0</td><td></td></tr> <tr> <td>Current</td><td>£11,016.35</td><td></td></tr> </table>	Savings	£0		Current	£11,016.35								
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7.2	Money received													
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7.4	Invoices, processed. As above.													
7.5	Invoices for approval at agenda publication. Reimbursement to Clerk for purchase of paper (£5.00) and ink cartridges (£53.38) for LPC computer. RESOLVED to approve and arrange payment.	Clerk												
7.6	Review 2024/5 spend vs budget. Noted current possible spend as; a further grass cut in November, re-staining of Sandsend bus shelter, new notice board for Goldsborough. RESOLVED to check if the Goldsborough board was fit for purpose. RESOLVED that Council members would look around the Parish and advise the Clerk of any proposed requirements prior to discussion at the next meeting. Litter pick may be required after the next grass cut.	To note Cllr PC Council To note												

ITEM	SUBJECT	ACTION
7.7	Approval of Clerk's salary up to end September 2024. RESOLVED to approve £1630 and arrange payment.	Clerk
7.8	New savings bank account, progress. The Clerk reported that a new account had been opened and was waiting for final details. RESOLVED to transfer money from the current to savings account once account finalised.	Clerk
7.9	Approval of £70.20 for Cllr Hogarth to attend 'Off to a Flying Start events, 13 & 14/11/24 (or at alternative dates suitable for him). Following confirmed by Cllr Hogarth of his availability to attend, RESOLVED to approve attendance and book a place for him.	Clerk
7.10	Approval of £66.00 spend for purchase of a set of new defibrillator pads for Sandsend. A new set required to ensure that there are sufficient back-up pads in place. RESOLVED to approve and purchase a new set.	Clerk
7.11	Consider approval of c.£30 spend for purchase of winter plants for Lythe planters and bark for Raven Hill Terrace at Sandsend. RESOLVED to approve and Clerk to purchase plants.	Clerk
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting	
	Initial consideration for 2025/6 budget/precept requirements.	
9.0	To confirm the details of the next meeting	
	The next meeting was confirmed as Monday 4 November 2024, 18:30, Lythe Village Hall.	
	 Meeting closed at 19:15	

*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