

LYTHE PARISH COUNCIL

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

Public question time: None present.

Present: Councillors J Braime, P Cornforth, J Hogarth, 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 declaration by Cllr JB in item 4.1.1.	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 Cllr TS and the reason approved by the Council.	To note
2.0	Minutes of meetings	
2.1	To confirm the minutes of the 14 October 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. Circulated.	Complete
3.2	Planning applications to feedback to Authorities.	
3.2.1	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*. Response sent.	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. Initial consultation response. Response sent. Update on implementation. The Clerk reported that, due to the requirement to undertake pre-consultation with key stakeholders prior to the public consultation, and implementation of the Experimental Traffic Regulation order, NYC anticipated that the overnight parking ban would now commence towards the end of November 2024.	Complete To note
3.5	Coastal Area Parish Forum - Thursday, 31 October at 7pm at Loftus Town Hall*. Apologies tendered as no one available to attend.	Complete
3.6	The Local Government Boundary Commission for England, North Yorkshire Boundary Review - Initial Consultation, closes 09/12/24*. Added to the website	Complete
3.7	Police and Crime Plan and Fire and Rescue Plan consultation, closes 18/11/24*. Added to website.	Complete
3.8	Plan for installation of Christmas trees and lights in Lythe & Sandsend. Cllr PC reported that Lythe retained firefighters would install the trees/lights on Saturday 23 November 2024. The Clerk reported that all four sets of lights were working and that Tides/Broadwood Pianos would fund electricity costs. Awaiting formal confirmation from Mulgrave Estate for donation of trees and from the school/village hall re lighting event detail. RESOLVED to retain on the agenda.	Clerk
3.9	Cllr Hogarth, 'Off to a Flying Start events, 13 & 14 November 2024. Place booked for Cllr Hogarth.	Complete
3.10	Purchase of a set of new defibrillator pads for Sandsend. Pads purchased, expiry date of 2028, and added to wallet in the Pyman Institute.	Complete
3.11	Purchase of winter plants for Lythe planters and bark for Raven Hill Terrace at Sandsend. Two bags of top soil purchased for one of Lythe planters instead of bark for Raven Hill terrace planters which, on inspection, was not needed. Plants added to both Lythe planters, Sandsend flower beds and planters on Raven Hill.	Complete

ITEM	SUBJECT	ACTION						
4.0	Planning Issues							
4.1.	To consider the following planning applications							
4.1.1	NYM/2024/0644 Application for digging of trench to lay cables to facilitate to heating upgrade of Church at through field adjoining and Churchyard of St Oswald's Church, High Street, Lythe*. RESOLVED that there were no objections and to advise NYMNPA.	Clerk						
4.2	To receive the following planning decision, full information on relevant websites.							
4.2.1	NYM/2024/0638 Chapel Cottage, High Street, Lythe. Trees in Conservation Area works comprising of felling and removing a large Eucalyptus in back garden of Chapel Cottage. Decision – No objections.	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 11, 18, 25 October 2024*.	NAR						
	• Royal Garden Party 2025*.	NAR						
	• Training & Discussion Forums Bulletin November 2024*.	NAR						
	• North Yorkshire Council Parish Liaison: Parish Update October 2024*. RESOLVED that: - the Council would not take on responsibility for public conveniences. - Council members would attend the 'drop in' session at Sleights Village Hall on 26 November 2024.	To note Council						
5.2	Correspondence for information (excluding financial matters included in 7.0)							
	North Yorkshire Council Parish Liaison: Parish Update October 2024*. Covered in 5.1.1 above.							
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk							
6.1	To consider the need for, costs and style associated with potential new noticeboards for Goldsborough and Sandsend, the latter having been severely damaged during recent bad weather. RESOLVED to inspect all three parish notice boards to determine whether they were fit for purpose.	Council						
6.2	Consultation on remote attendance and proxy voting proposals at Parish Council meetings. Discussions on this were ongoing at national government level and no immediate action was required.	To note						
6.3	Closure of NYH parish portal. The Clerk reported that the system used for reporting highway issues would close in early December and a new system implemented by NYC.	To note						
7.0	To receive information on financial matters and approve spend							
7.1	Balance of accounts @ 4 November 2024							
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£9,311.42</td><td></td></tr> <tr> <td>Current</td><td>£0.05</td><td></td></tr> </table>	Savings	£9,311.42		Current	£0.05		
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Current	£0.05							
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>£58.30</td><td>Reimbursement to J A Clark (Clerk for ink/paper).</td></tr> <tr> <td></td><td>£1630.00</td><td>Clerk's salary/tax, 6 months (April to September 24).</td></tr> </table>		£58.30	Reimbursement to J A Clark (Clerk for ink/paper).		£1630.00	Clerk's salary/tax, 6 months (April to September 24).	
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7.4	Invoices, processed. As above.							
7.5	Invoices for approval:							
7.5.1	At agenda publication.							
	- Reimbursement to Clerk for purchase of plants (£11.90) and topsoil (£11.98) for Lythe planters, Sandsend beds/tubs, total £23.88. - Defib4life, one set of defib pads, £66.00.							
7.5.2	After agenda publication.							
	- Lythe Village Hall, hire for 14/10/24, £8.25. - Reimbursement to Clerk, £48, payment to contractor for concrete under bench, East Row beck area.							
	RESOLVED to approve the above and arrange payment.							

ITEM	SUBJECT	ACTION
7.6	Payment of Clerk's salary/tax up to end September 2024. Payments made.	Complete
7.7	Proposed budget requirements 2025/6. RESOLVED no additional requirements other than those identified previously i.e. additional grass cut, painting of Sandsend bus shelter and possible new notice board for Goldsborough and a new board for Sandsend.	To note
7.8	Model Agreement Estimates 2025/26*. RESOLVED to complete form and return to NYC by 31/12/24.	Clerk
7.9	Parish Precept requirement 2025/6*. Reported that Lythe Parish had the highest percentage, c.25%, of 2 nd home ownership in the 40 parishes within the Scarborough area, and that owners would pay double council tax in the next financial year. Whilst this would result in additional precept for the Parish, RESOLVED to request an increase of 2.7% increase in line with the Retail Price Index.	Clerk
7.10	To consider implementation of Local Government Services Pay Agreement for Clerk: 1 April 2024 to 31 March 2025. As the Clerk was employed on NJC conditions, RESOLVED to implement increase and any back pay would paid in March 2025.	Clerk/ Chairman
7.11	New savings bank account, progress. New account now open and operational.	Complete
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting	
8.1	Sendsend Trail.	Clerk
9.0	To confirm the details of the next meeting	
	The next meeting was confirmed as Monday 2 December 2024, 18:30, Lythe Village Hall.	
	 Meeting closed at 19:11.	

*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