

**LYTHE PARISH COUNCIL  
MEETING, MONDAY 13 APRIL 2026, COMMENCING AFTER THE LYTHE PARISH ANNUAL ASSEMBLY,  
LYTHE VILLAGE HALL**

Recording is allowed at Lythe Parish Council, committee, and sub-committee meetings/Lythe Parish Meetings that are open to the public, subject to: - (i) the recording being conducted under the direction of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings. Any person wishing to record a meeting in any format whatsoever is encouraged (but not compelled), to contact the Clerk prior to the start of the meeting. Discussing requirements with the Clerk beforehand will help to ensure that the council provides reasonable facilities to meet the needs of the person that is recording. Any recording must be clearly visible to anyone at the meeting and be non-disruptive. Those who attend a public meeting should expect to be filmed and/or recorded. This includes councillors, council officers, and members of the public.

**Prior to the commencement of the formal Parish Council meeting, a period of up to 15 minutes is available as public question time.**

<b>ITEM</b>	<b>SUBJECT</b>
<b>1.0</b>	<b>Councillor Issues</b>
1.1	To receive declaration of interest(s) by members.
1.2	Non-attendance of Councillors <ul style="list-style-type: none"> <li>To receive and note apologies from councillors who are unable to attend the meeting.</li> <li>To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.</li> </ul>
<b>2.0</b>	<b>Minutes of meetings</b>
2.1	To consider the accuracy of the minutes of 2 March 2026 meeting and approve if appropriate.
<b>3.0</b>	<b>To receive information on the following ongoing issues and resolve further actions</b>
3.1	Police report.
3.2	Planning applications to feedback to Authorities.
3.2.1	25/04458/FUL Alteration to front boundary wall to create vehicular access, provision of turntable for parked cars, landscaping of courtyard, alterations to steps and railings and alterations to signage and lighting. Estbek House East Row Sandsend*.
3.2.2	25/04460/LB Alteration to boundary wall and gate piers to form vehicular access. Alterations to front steps and railings, replacement of existing signage and removal of external lighting on front of Estbek House East Row Sandsend*.
3.2.3	25/04459/ADV Installation of new signage Estbek House East Row Sandsend*.
3.3	Parish items to address*.
3.4	Lettering on noticeboards for Goldsborough and Sandsend*.
3.5	Traffic on East Row bridge, an issue raised at the Annual Parish Assembly.
3.6	Overgrown pavement on Lythe Bank from the Gatehouse down to the bench by the field corner, working party.
3.7	gov.uk email and website addresses.
3.8	Replacement bench outside St Oswald's, sponsorship plaque.
3.9	'Off to a Flying Start' training event Cllr BH.
3.10	Condition of the paint on the railings, The Parade, Sandsend, request for inspection by NYC.
3.11	Implementation of a Business Continuity Plan.
3.12	Whole Council Training, implementation plan.
3.13	Christmas trees, 2026, further discussion to be held at July 2026 meeting.
3.14	IT policy related to LPC email accounts and document deletion.
3.15	Drains outside Beach Hotel, Sandsend, serious pedestrian/vehicle safety concerns raised. Request for inspection and/or repair submitted.
3.16	Community Litter Pick, 21 March 2026.
3.17	Annual Parish Assembly.
<b>4.1.</b>	<b>To consider the following planning applications</b>
4.1.1	DCPARISH 25/04390/LB Romany Cottage Sandsend Bridge To Sandsend Road The Parade Sandsend. General refurbishment of house and alterations to outbuildings
<b>4.2</b>	<b>To receive the following planning decision, full information on relevant websites.</b>
	None at agenda publication.

ITEM	SUBJECT																		
<b>5.0</b>	<b>Correspondence received by the Clerk where decisions are required or are for information (excluding financial matters which are included in 7.0)</b>																		
<b>5.1</b>	<b>Correspondence requiring decisions</b>																		
5.1.1	YLCA <ul style="list-style-type: none"> <li>White Rose Bulletin 27 February, 6, 13, 20, 27 March, 2 April 2026*.</li> <li>Law &amp; Governance, March 2026*.</li> </ul>																		
5.1.2	NYC, INCLUDING PARISH LIAISON <ul style="list-style-type: none"> <li>Crisis &amp; Resilience Fund - Interim Partner Briefing*.</li> <li>Crisis &amp; Resilience Fund - Partner Briefing (Follow Up)*.</li> </ul>																		
5.1.3	NYMNPA																		
5.1.4	York and North Yorkshire Combine Authority*. <ul style="list-style-type: none"> <li>Mayor's Movement, Activity and Sport Fund supports local projects</li> </ul>																		
<b>5.2</b>	<b>Correspondence for information (excluding financial matters included in 7.0)</b>																		
5.2.1	NYC, INCLUDING PARISH LIAISON <ul style="list-style-type: none"> <li>Northern Powergrid works at Goldsborough and East Barnby, June 2026*.</li> <li>March 2026 Parish Update*.</li> <li>Welcome to the latest council news from North Yorkshire*.</li> <li>Planned road restriction notification, Goldsborough and Broxa - wc 13th April*.</li> </ul>																		
<b>6.0</b>	<b>To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk</b>																		
6.1	Advertising signage on East Row footbridge pavement and railings.																		
<b>7.0</b>	<b>To receive information on financial matters, approve spend and resolve further action on ongoing issues</b>																		
7.1	Balance of accounts @ 07/04/26																		
7.1.1	<table border="1"> <tr> <td>Savings</td> <td>£7,497.23</td> <td></td> </tr> <tr> <td>Current</td> <td>£0.05</td> <td></td> </tr> </table>	Savings	£7,497.23		Current	£0.05													
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7.4	Invoices, processed. As above.																		
7.5	Invoices for approval:																		
7.5.1	<ul style="list-style-type: none"> <li>At agenda publication. <ul style="list-style-type: none"> <li>£169.00, YLCA, Annual Membership fee, due 01/05/26.</li> </ul> </li> </ul>																		
7.5.2	<ul style="list-style-type: none"> <li>£132.00, The Computer Centre, .gov.uk emails and website.</li> <li>£304.00, Zurich Insurance Company Ltd, annual insurance renewal, due by 01/06/26.</li> <li>£84.00, SLCC, Annual membership fee, due 01/04/26.</li> </ul> <ul style="list-style-type: none"> <li>Post agenda publication.</li> </ul>																		
7.6	Use of Council debit card by the Clerk.																		
7.7	Internal audit of invoices check against bank a/c.																		
7.8	VAT return.																		
7.9	Model Agreement expenditure 2025/6, form returned to NYC.																		
7.10	NY0365 Lythe Parish Council – 2025/26 AGAR external auditor instructions.																		
<b>8.0</b>	<b>To notify the Clerk of matters for inclusion on the agenda of the next meeting</b>																		
<b>9.0</b>	<b>To confirm the details of the next meeting</b>																		
	As Monday, 11 May 2026, 18:00 for the Annual Parish Council meeting, followed by the May Parish Council meeting, Lythe Village Hall.																		
	..... J A Clark, Clerk to the Council																		

\*Circulated via email.

Judy Clark, Clerk to the Council, Lythe Parish Council. Email: clerk@lytheparishcouncil.org

<b>Glossary</b>			
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