

**LYTHE PARISH COUNCIL - ANNUAL PARISH COUNCIL MEETING
MEETING ON MONDAY 11 MAY 2026, COMMENCED AT 18:00, LYTHE VILLAGE HALL**

Recording of meeting: None made.
Public question time: None.
Present: Councillors J Braime (Vice Chairman), J Hogarth,
L Smith (Chairman), J A Clark (Clerk).

NB: The current Chairman and Vice Chairman stood down prior to the meeting commencement.

ITEM	SUBJECT	ACTION
1.0	To Elect a Chairman (Local Government Act 1972, Section 15, Paragraph 2).	
	RESOLVED to appoint Cllr Smith as Chairman.	To note
2.0	To Elect a Vice Chairman (LPC Policy).	
	RESOLVED to appoint Cllr Braime as Vice Chairman.	To note
3.0	To Arrange for The Signed Declaration of Acceptance Office from The Chairman (Local Government Act 1972, Section 83, Paragraph 4 And Vice Chairman (LPC Policy).	
	RESOLVED to obtain signed declarations.	Clerk
4.0	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 Booth, Cornforth, Hall and Suckling and the reasons approved by the Council.	To note
5.0	To Receive A Summary Of The Chairman's Report For The 2025/26 Year.	
	<p>This year has been another relatively quiet year for the Parish Council with no major projects being carried out. However, the Council continues to work hard to ensure that Lythe parish remains a beautiful place to live and to visit, and the Council could not do this without the assistance from North Yorkshire Council, including Highways, the North York Moors National Park Authority and Mulgrave Estate and they are thanked for this assistance.</p> <p>The Parish Council has continued to comment on consultations which they believe could have an impact of the Parish. The main one last year was definitely the consultation on motor homes parking on the Sandsend Road. Whilst this stretch of road is not in our Parish the impact was mainly felt by visitors to, and residents of, Sandsend. The owners were parking legally but the main concerns were -</p> <ul style="list-style-type: none"> • the sheer number taking up parking spaces in the pay and display zones in the Sandsend to Whitby layby and by doing so, disenfranchising day visitors from parking. • the amount of rubbish and mess left by a minority of owners. • toilet waste emptied either on to grass verges, down land drains, or the public conveniences which do not have the facility to cater for blackwater. • overnight sleeping in motorhomes with/without parking fees paid. <p>The Parish Council has lobbied strongly for a permanent ban for many years and the support of Councillor Chance was invaluable and much appreciated during this period. The Council was very pleased to be notified in March that the ETRO (experimental traffic regulation order) was made permanent and motor homes are now banned from parking between the hours of 11pm and 7am. This has also resulted in a significant reduction in motor homes parking during the day, allowing many more cars to park.</p>	To note

The Parish Council continues to work hard to keep Lythe Parish a quality place to live and visit by liaising with North Yorkshire Council and other organisations. Some examples of which are;

- Reviewing all planning applications within the Parish with the beauty, sustainability and safety of parishioners and visitors in mind
- Arranging for repair of street lights/pavements.
- Grass cutting
- Clearing of channels/gullies.
- Re-painting of highway markings.
- Reporting of flooding where significant water is on the highway.
- Maintaining the flower beds on Lythe Common.
- Whilst the flower beds near Wits End Car Park are maintained by a volunteer, the Parish Council contributes towards the plants and soil, when necessary, and this work is really appreciated.
- Repainting the bus shelter opposite the Hart in Sandsend
- Monitoring and maintaining the Sandsend defibrillator.
- With permission from Mulgrave Estate, the Council has replaced the bench outside St Oswald's Church.
- Facilitated and participated in a beach and becks clean with help from people within and outside the Parish which is anticipated will become a regular event until, hopefully, it is no longer required.

In 2024, the Parish Council paid for a new battery and pads for the Lythe defibrillator and at the time, it was regularly monitored by the tenants of the Stiddy. However, since their departure, the Parish Council have taken over this responsibility.

You will have all received your Council Tax notices for 2026 by now so will be aware that the parish precept has increased by 3.8% which is in line with the Consumer Price Index for September 2025. The total precept is based on the number of Band D equivalent properties in the parish which has increased by 10.24 to 341.27. Once the annual increase is applied, the precept for Band D equivalent property is £28.05/annum and provides a total precept received by the Parish Council of £9571.

In order to satisfy the Annual Governance and Accountability return for 2026, in particular a new section 10 which relates to digital and data compliance audit requirements, the Parish Council have had to change their email and website addresses to incorporate gov.uk. The new www.lytheparishcouncil.gov.uk website is now live and the email addresses will be migrated over in the forthcoming weeks.

Once again, Lythe and Sandsend villages were the recipients of Christmas trees, purchased for the last two years by the Parish Council. Unfortunately, the strong winds throughout December caused problems, particularly with the Sandsend tree. However, the Council thanks to -

- Lythe retained firefighters for erecting the trees.
- Tides and Sunny Pilates for providing the power for the lights on the trees.
- Lythe Church of England Primary School staff and pupils who prepared for, and participated in, the tree lighting and carol singing on Lythe Common. Thanks also to their parents/guardians for supporting the school and pupils at this event and throughout the year.

	<p>This year, the Council is planning a different approach to the Christmas trees to remove the reliance, goodwill and availability of the Lythe firefighters and allow on-going maintenance of the trees and lights throughout the Christmas period. The Council anticipates having three smaller trees of differing heights at each location. This will allow the lights to be adjusted on an on-going basis when necessary and the Council will be liaising with the school where pupils will make decorations for the Lythe trees.</p> <p>The Council has, for some time, been concerned about the potential for harm to pedestrians and vehicles, in the East Row area, particularly since the Mulgrave car park was opened. There have discussions and site visits with the Council and North Yorkshire Highways and several potential solutions to mitigate the potential for harm identified. It is anticipated that these will be discussed further between the Council, Mulgrave Estate and North Yorkshire Highways and appropriate solutions implemented.</p> <p>You should note that there will be no dedicated Seasonal Caretaker in Sandsend during the main holiday season and tasks will be carried out by mobile crews from North Yorkshire Council.</p> <p>The Parish Council has seen more changes in its members with the resignation of Cllr Jackie Morris and I would like to take this opportunity to reiterate my thanks for her valuable contribution to the Council. Following the process of co-option for this vacancy and for a previous vacancy, the Council has been very lucky to gain two new Councillors, Jasmin Booth and Bronia Hall adding to the wide variety of knowledge, experience, and skills already in the Council team</p> <p>Finally, I would like to thank our North Yorkshire Councillor, David Chance, for his on-going advice and support. I would also like to thank my colleagues on the Council for all their hard work over the past year, Councillors Paul Cornforth, Joly Braime, Ian Suckling, Joe Hogarth, Jasmin Booth and Bronia Hall. Last but by no means least, my thanks go to the Clerk, Judy Clark for her hard work and support throughout the year. Please remember that you can find contact details for the Council on the website www.lytheparishcouncil.gov.uk, and keep up to date with Parish Council news and activities.</p>	
6.0	To Consider And Approve The Asset Register As At 31 March 2026.	
	Considered and RESOLVED to approve.	To note
7.0	To Consider And Approve Accounts (Internally Audited) For The 2025/26 Year.	
	RESOLVED to approve. NB: approved after item 9.	To note
8.0	To Confirm Internal Auditor Arrangements For 2026/7. Nb: The Auditor Must Be Competent To Undertake An Effective Internal Control Audit To Evaluate The Effectiveness Of It's Risk Management, Control, And Governance Processes.	
	The Clerk confirmed that the Auditor used previously had not been able to confirm availability for the 2026/7 financial year. Another individual, a retired Clerk who had audited parish council accounts previously, would be willing to carry out the audit if required. Should this individual be unavailable another option would be to arrange an auditor via YLCA. For either of latter options, there would be a financial cost of a minimum of £50.	To note
9.0	Annual Governance And Accountability Return (Agar) 2025/26 – Local Councils With Gross Income Or Expenditure Not Exceeding £25,000.	
9.1	To receive and note the Annual Internal Audit Report for 2025/26 of the AGAR 2025/26. RESOLVED that the Report had been received and noted.	To note

9.2	To review and consider the effectiveness on the system of internal control and approve then sign Section 1 AGAR 2025/26 for Lythe Parish Council of the AGAR 2025/26. RESOLVED to approve the effectiveness and section signed.	To note
9.3	To review, consider and approve then sign Section 2 Accounting Statements 2025/26 for Lythe Parish Council of the AGAR 2025/26. After review and consideration, RESOLVED to approve and sign.	To note
9.4	To resolve, then certify Lythe Parish Council as exempt from external audit for fiscal year 2025/26 and sign the Certificate of Exemption. RESOLVED to certify as exempt and certificate signed. RESOLVED to send a copy to the external auditor.	To note Clerk
9.5	To confirm the Period of Exercise of Public Rights of 30 days from Wednesday 3 June 2026. RESOLVED to confirm and add to notice boards and website.	Clerk
9.6	To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities i.e. <ul style="list-style-type: none"> • Certificate of Exemption. • Annual Internal Audit Report 2025/26. • Section 1 – Annual Governance Statement 2025/26. • Section 2 – Accounting Statement 2025/26. • Analysis of variances. • Bank reconciliation. • Notice of the period for the exercise of public rights and other information required by Regulation 15(2), Accounts and Audit Regulations 2015. RESOLVED to approve and add to the website.	Clerk
10.0	Public Question Time	
	None present.	
	Meeting closed at 18:17.	

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