

**LYTHE PARISH COUNCIL
MEETING, MONDAY 6 JULY 2026, COMMENCED AT 18:31, LYTHE VILLAGE HALL**

Recording of meeting: None made.
Public question time: None.
Present: Councillors J Booth, J Braime (Vice Chairman), B Hall, J Hogarth, 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.	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 (including Cllr Booth for the June 2026 meeting). Apologies received and the reason accepted. Apologies received from Cllr PC and the reason accepted.	To note To note
2.0	Minutes of meetings	
2.1	To consider the accuracy of the minutes of 1 June 2026 meeting and approve if appropriate. RESOLVED to approve and obtain the Chairman's signature.	Clerk
3.0	To receive information on the following ongoing issues and resolve further actions	
3.1	Police report. Report circulated.	Complete
3.2	Planning applications to feedback to Authorities.	
3.2.1	None.	
3.3	Parish items to address*. There was only a small number of outstanding issues, RESOLVED to continue to update the spreadsheet, progress and retain on the agenda.	Clerk
3.4	Traffic on East Row bridge. Reported that Cllr JH, the Clerk were meeting with Mr B Garstang, ME and a NYH representative on 10 July to discuss ways of mitigating pedestrian and vehicular issues. RESOLVED to discuss at the August meeting or if this would not be held, Cllrs would be advised of the outcome via email.	Clerk/ Cllr JH
3.5	gov.uk email and website addresses. Addresses created, RESOLVED that Cllrs Cornforth and Hogarth would set up their new emails within seven days.	Cllrs PC/ JH
3.6	Replacement bench outside St Oswald's, sponsorship plaque. The Clerk reported that the plaque would be installed RESOLVED to progress again.	Clerk
3.7	'Off to a Flying Start' training event Cllr BH. Cllr BH reported that due to poor broadband connectivity, she had to undertake face to face training. RESOLVED that she would attend the next suitable event.	Cllr BH
3.8	Christmas trees, 2026. The Clerk reported that the Head Teacher of Lythe School was keen to be involved in Lythe tree decorating and pupils would make themed decorations in the next academic year. RESOLVED to discuss detailed methods of securing the three trees in Lythe and Sandsend and report back at the next appropriate meeting.	To note Cllrs PC/JH
3.9	Northern PowerGrid works at Goldsborough and East Barnby, June 2026*. Map received and circulated. Cllr Hogarth reported that the lighting columns were smaller in height so visually not so intrusive.	To note
3.10	Advertising signage on East Row footbridge pavement and railings. Following complaints received, reported that Cllr JH, the Clerk were meeting with Mr B Garstang, ME and a NYH representative on 10 July to the road safety and pedestrian concerns raised due to signage on the highway and request removal. RESOLVED to discuss at the August meeting or if this would not be held, Cllrs would be advised of the outcome via email.	Clerk/ Cllr JH
3.11	Three benches outside the Pyman Institute, re-staining. RESOLVED that Cllr IS would re-stain when he was available. RESOLVED to retain on the agenda until complete.	Cllr IS Clerk
3.12	Beach clean. A beach clean had been held with limited amount of litter removed. RESOLVED to organise future cleans when there is a real identified need.	To note
3.13	Dangerous parking along Sandsend Road. Reported that Newholm cum Dunsley Parish Council had been advised and whilst this was a was a police and/or traffic enforcement issue, they would progress as necessary.	Complete

ITEM	SUBJECT	ACTION
4.0	To consider the following planning applications	
4.1.1	26/02849/FUL Ivy Cottage Teapot Hill Sandsend, Householder permission for construction of new two storey side extension and minor alterations*. RESOLVED that the following response would be sent to NYC "Response C The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out below: that during demolition and construction, work is carried out by methods to ensure minimum disruption to properties within the Valley. In addition, that pathways in front of the property remain accessible for pedestrians during the period".	Clerk
4.1.2	26/02850/LB Ivy Cottage Teapot Hill Sandsend, Application for listed building consent for the demolition of existing single storey side extension. Construction of new two storey side extension and minor alterations*. RESOLVED that the following response would be sent to NYC "Response C The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out below: that during demolition and construction, work is carried out by methods to ensure minimum disruption to properties within the Valley. In addition, that pathways in front of the property remain accessible for pedestrians during the period".	Clerk
4.2	To receive the following planning decision, full information on relevant websites.	
4.2.1	25/04511/LB Holly Cottage Lythe Bank To Mulgrave Lodge The Valley Sandsend. WITHDRAWN .	To note
4.2.2	Romany Cottage Sandsend Bridge To Sandsend Road The Parade Sandsend. Grant Listed Building Consent Subject To Conditions .	To note
4.2.3	Sandside Cafe East Row Sandsend. Grant Planning Permission Subject To Conditions .	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 Bulletin 29 May, 5, 12, 19, 26 June, 2026*.	NAR
	Law & Governance bulletin, May 2026*.	NAR
	Face to Face Training - Strengthening Core Council Knowledge and Skills *. RESOLVED to copy and circulate. NB: post meeting note, this would be recirculated by YLCA if appropriate.	NAR
	Log in instructions for Councillors*.	Cllrs
5.1.2	NYC, INCLUDING PARISH LIAISON	
	Changes to requirements regarding publication of councillors' usual residential address*.	NAR
	North Yorkshire Council Parish Liaison: Wildfire Prevention Campaign Briefing – Stakeholders, Briefings on 9 July*. RESOLVED to add to Facebook.	
	Calculating Greenhouse Gas Emissions (training), 11 August*.	NAR
	Renewal of Local Bus Service Contracts in Scarborough, Selby and miscellaneous area, reply by 2 September 2026*.	NAR
5.1.3	North York Moors Local Plan - Have your say, reply by 31/08/26*. RESOLVED to send response.	Clerk
5.2	Correspondence for information (excluding financial matters included in 7.0)	
5.2.1	NYC, INCLUDING PARISH LIAISON	
	Scarborough Harbour West Pier Regeneration: Update 04/06/2026*.	NAR
	Parish updates, May and June 2026*.	NAR
	Latest council news from North Yorkshire, June 2026*.	NAR

ITEM	SUBJECT	ACTION						
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk							
6.1	Potential parish projects. - Volunteers Fair at Lythe Village Hall. RESOLVED to investigate further and organise, ideally, to coincide with National Volunteers Week c. May 2027. - Development of a Neighbourhood Plan. RESOLVED to investigate process and costs with, potentially, plan development commencing after May 2027. - General tidying/'housekeeping' around the Parish. Whilst not a major project, RESOLVED to organise for Council members to identify issues. - Benches. There may be opportunity to install or refurbish benches either by LPC expenditure or sponsorship. RESOLVED, in discussion with NYC, to identify appropriate benches.	Cllr JB Clerk Clerk Clerk						
6.2	Emergency bleed kits. RESOLVED to discuss at the next meeting when Cllr PC is present for him to input on his experience as a retained firefighter. RESOLVED to check which villages had operational bleed kits. RESOLVED to check with a 999 operator the process when an emergency call received.	Cllr PC Cllr IS Cllr JasB						
6.3	Cemetries and closed churchyards*. Reported that LPC would no longer received funding from NYC towards cost of maintaining St Oswald's churchyard. RESOLVED that LPC to consider whether or not to contribute to the churchyard during budget discussions towards the end of 2026.	Clerk						
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues							
7.1	Balance of accounts @ 29/06/26							
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£11,509.84</td><td></td></tr> <tr> <td>Current</td><td>£0.05</td><td></td></tr> </table>	Savings	£11,509.84		Current	£0.05		
Savings	£11,509.84							
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							
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	£0.00							
7.4	Invoices, processed. None.							
7.5	Invoices for approval:							
7.5.1	• At agenda publication. - £1140, AR, KL, AC Clay, grass cut. - £3.80, J A Clark, signed for letter, VAT return. - £16.99, J A Clark, reimbursement for paint for benches o/s Pyman. - £16.50, Lythe Village Hall, Hire – May & June 2026. - £90.00, The Computer Centre, Migration of emails to .gov.uk mailboxes. RESOLVED to approve and arrange payment.	Clerk						
7.5.2	• Post agenda publication. - None.							
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting							
	Hedge top on High Row is significantly overgrown making it challenging for vehicle drivers to see oncoming vehicles/drive safely. RESOLVED to request immediate reduction in hedge height rather than wait until formal cutting commencing.	Clerk						
9.0	To confirm the details of the next meeting							
	The next meeting was confirmed as Monday, 3 August 2026, 18:30, Lythe Village Hall (if urgent decisions required). RESOLVED that the Clerk would advise whether or not it was required nearer the time.	Clerk						
	 Meeting closed at 19:13.							

*Circulated via email. Judy Clark, Clerk to the Council, Lythe Parish Council. Email: clerk@lytheparishcouncil.gov.uk

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