

LYTHE PARISH COUNCIL

MEETING, MONDAY 7 SEPTEMBER 2026, COMMENCED AT 18:30, LYTHE VILLAGE HALL

Recording of meeting: None made.

Public question time: None.

Present: Councillors J Booth, J Braime (Vice Chairman), J Hogarth, L Smith (Chairman), J A Clark (Clerk).

Prior to the meeting commencement, the Chairman expressed condolences on behalf of the Council on the Death of Mr Robert Childerhouse, the previous Director of Mulgrave Estate. She confirmed that a card had been sent to his family on behalf of Lythe Parish Council.

ITEM	SUBJECT	ITEM
1.0	Councillor Issues	
1.1	To receive declaration of interest(s) by members. None pecuniary interest expressed by Cllrs JB and JH in item 3.13.	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 PC and IS and the reasons accepted.	To note
2.0	Minutes of meetings	
2.1	To consider the accuracy of the minutes of 6 July 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. Two reports circulated.	Complete
3.2	Planning applications to feedback to Authorities.	
3.2.1	26/02849/FUL Ivy Cottage Teapot Hill Sandsend. Comments sent.	Complete
3.2.2	26/02850/LB Ivy Cottage Teapot Hill Sandsend. Comments sent.	Complete
3.3	Parish items to address*. Noted that a small number of issues were outstanding, RESOLVED to continue to update the spreadsheet, progress and retain on the agenda.	Clerk
3.4	Traffic on East Row bridge. Cllr JH and the Clerk expanded on the circulated report from the site visit held with ME, NYH and themselves. During the bridge repairs when traffic management would be involved, RESOLVED to request NYH that if the concrete sets at the four ends of East Row bridge could be reset to further deter pedestrians from crossing the road bridge and use the footbridges. Following agreement on signage wording and style, RESOLVED to obtain quotations from Vinyl signs and agreement from ME on style/location prior to discussion at the next LPC meeting.	Clerk Clerk
3.5	gov.uk email and website addresses. Noted that Cllr PC to set up his new email.	Cllr PC
3.6	Replacement bench outside St Oswald's, sponsorship plaque. Reported that Vinyl Signs to install when it fits with their workload.	Clerk
3.7	Christmas trees, 2026. The Clerk reported that Cllr PC had some ideas for type of stands to be made and would discuss with Cllr Hogarth. In addition, RESOLVED to check sourcing of four readymade stands. RESOLVED to discuss both options and costs as agenda items at the next meeting.	Cllrs PC/JH Clerk Clerk
3.8	Advertising signage on East Row footbridge pavement and railings. The Clerk reported that this had been discussed with ME and they would progress removal of signage in conjunction with the relevant businesses.	To note
3.9	Three benches outside the Pyman Institute, re-staining. Cllr IS had completed the re-staining which was appreciated. RESOLVED to contact the Snooker Club Chairman regarding external painting on the Institute.	Complete Clerk
3.10	North York Moors Local Plan - Have your say, reply by 31/08/26*. The Clerk reported that comments could still be submitted and that one of the key questions was whether all of the Parish should be included in the National Park. RESOLVED that the following comments would be submitted, 'The Council would like to explore further, the ramifications of being included in the national park, particularly in planning terms, and what the outcome of that would be'.	Clerk

ITEM	SUBJECT	ITEM
3.11	Potential parish projects. - Volunteers Fair at Lythe Village Hall. Cllr JB reported that a national event had been designated as 7 – 13 June 2027 and that he had signed up for information emails. RESOLVED to book Lythe Village Hall on Saturday 12 June for a parish event. - Development of a Neighbourhood Plan. RESOLVED to discuss at the next meeting. - General tidying/'housekeeping' around the Parish. RESOLVED to discuss at the next meeting. - Benches. Installation or refurbish benches by expenditure or sponsorship. RESOLVED to discuss at the next meeting.	Clerk Clerk Clerk Clerk
3.12	Emergency bleed kits. Councillor JasB reported that she had spoken to a 999 operator who had confirmed that unless kits were located near a hospital they could, potentially, cause more harm than good. This advice echoed that received by the Clerk previously and RESOLVED that kits would not be purchased.	Complete
3.13	St Oswald's churchyard, consider financial contribution. As the Model Agreement funding had ceased it was felt important that contribution towards maintaining the churchyard at St Oswald's was important. RESOLVED that a contribution of £500 would be made to the Parochial Church Council towards the end of 2026.	Clerk
3.14	Hedge top cut requested on High Row, Sandsend. Whilst some of the hedge had been cut, the top had not, RESOLVED to progress again with ME.	Clerk
4.0	To consider the following planning applications	
4.1.1	26/02701/FUL 42 Meadowfields Sandsend. Rear single storey extension and changes to façade. RESOLVED that NYC would be advised that there were no objections (A).	Clerk
4.1.2	Application ref: HRN/2026/00295 Application for Hedgerow Removal Notice - Mulgrave Estate various locations. RESOLVED that there were no comments to submit.	To note
4.1.3	LB/2026/00270 Wayside Cottage, High Street, Lythe*. RESOLVED that there were no comments to submit.	To note
4.2	To receive the following planning decision, full information on relevant websites.	
4.2.1	None at agenda publication.	
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 3, 10, 24, 31 July, 7, 14, 21, 28 August 2026*.	NAR
	• Law & Governance bulletin, July 2026*.	NAR
	• Resolutions invited for consideration at the YLCA Joint Annual Meeting by 25/09/26.	NAR
	• New pay scales 2026/7*.	NAR
5.1.2	NYC, INCLUDING PARISH LIAISON	
	• Welcome to the latest council news from North Yorkshire 30/07/26*.	NAR
	• Polling District Review Consultation, ends 12/10/26*.	NAR
	• New consultation Neighbourhood Plan Submission Consultation comment by 28/09/26.	NAR
	• 'On Your Patch' Newsletter 17/08/26*.	NAR
	• Parish Precept Arrangement Letter*. RESOLVED to discuss at the next meeting.	To note
	• Installation of new parking payment machines across North Yorkshire*.	To note
5.1.3	NYMNPA Restoring Nature Conference 2026 Friday 18 September 2026 at Kirby Misperton Village Hall*. RESOLVED that members who were able to attend would book themselves on to the event on the proviso that it was at zero cost.	Members
5.1.4	Lythe School, Christmas Fair, 20/11/26. RESOLVED not to arrange Christmas Tree Light switch on with the Fair due to the early date.	To note
5.1.5	York and North Yorkshire Combined Authority Local Transport Plan Consultation*.	To note
5.2	Correspondence for information (excluding financial matters included in 7.0)	
5.2.1	NYC, INCLUDING PARISH LIAISON	
	• Parish updates, July, August 2026*.	NAR
	• Update on call for sites map*.	NAR

ITEM	SUBJECT	ITEM																		
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk																			
	Councillor vacancy. Confirmed that the vacancy had been added to notice boards, website and Facebook.	To note																		
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues																			
7.1	Balance of accounts @ 02/09/26																			
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£10,218.78</td><td></td></tr> <tr> <td>Current</td><td>£0.05</td><td></td></tr> </table>	Savings	£10,218.78		Current	£0.05														
Savings	£10,218.78																			
Current	£0.05																			
7.2	Money received																			
	<table border="1"> <tr> <td></td><td>£28.23</td><td>Bank interest.</td></tr> </table>		£28.23	Bank interest.																
	£28.23	Bank interest.																		
7.3	Money paid																			
	<table border="1"> <tr> <td></td><td>£1140.00</td><td>AR, KL, AC Clay, grass cut.</td></tr> <tr> <td></td><td>£3.80</td><td>J A Clark, signed for letter, VAT return.</td></tr> <tr> <td></td><td>£16.99</td><td>J A Clark, reimbursement for paint for benches o/s Pyman.</td></tr> <tr> <td></td><td>£16.50</td><td>Lythe Village Hall, Hire – May & June 2026.</td></tr> <tr> <td></td><td>£90.00</td><td>The Computer Centre, Migration of emails to gov.uk mailboxes.</td></tr> <tr> <td></td><td>£52.00</td><td>Information Commissioners Office, annual fee.</td></tr> </table>		£1140.00	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.		£52.00	Information Commissioners Office, annual fee.	
	£1140.00	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.																		
	£52.00	Information Commissioners Office, annual fee.																		
7.4	Invoices, processed. As above.																			
7.5	Invoices for approval:																			
7.5.1	- At agenda publication. £8.25, Lythe Village Hall, July hire. RESOLVED to approve and arrange payment.																			
7.5.2	- Post agenda publication. - None.																			
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting																			
8.1	Revised salary, Clerk.																			
8.2	Parish precept 2027/8.																			
8.3	National speed signs – Lythe Bank national speed limit sign and one on the approach to Lythe Village, both faded.																			
8.4	Lythe defibrillator cabinet, door latch not closing easily.																			
9.0	To confirm the details of the next meeting																			
	The next meeting was confirmed as Monday, 5 October 2026, 18:30, Lythe Village Hall																			
	 meeting closed at 19:51.																			

*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