

**LYTHE PARISH COUNCIL
MEETING, MONDAY 5 OCTOBER 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), I Suckling, J A Clark (Clerk).

ITEM	SUBJECT	ACTION
1.0	Councillor Issues	
1.1	To receive declaration of interest(s) by members. None.	
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. Not present, Cllr PC.	
2.0	Minutes of meetings	
2.1	To consider the accuracy of the minutes of 7 September 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. Circulated.	Complete
3.2	Planning applications to feedback to Authorities.	
3.2.1	26/02701/FUL 42 Meadowfields Sandsend. Rear single storey extension and changes to façade. Response sent.	Complete
3.3	Parish items to address*. RESOLVED to continue to update the spreadsheet, progress and retain on the agenda.	Clerk
3.4	Traffic on East Row bridge. Reported that: - a request had been submitted to NYH for 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 instead. - awaiting installation/refreshment of white lines by NYH at the entrance/exit to ME car park. - quotation of £114 received from Vinyl signs for production/installation of two signs, one on Brewery Land, the other near the wooden footbridge. RESOLVED to progress order, subject to confirmation from ME that the sign near the footbridge was acceptable as it was on their land. - NYC are relocating waste bin, by end October, from on the bridge to near the wooden footbridge to discourage pedestrians walking across the bridge. - As a result of two serious incidents on/to the bridge, one in 2014 following which a pedestrian footbridge had been installed and another accident occurred in July 2026. RESOLVED to ask NYH if what plans being developed to prevent further incidents, including any restriction of vehicles above 7.5 tons, excluding buses.	Clerk Clerk
3.5	gov.uk email and website addresses. RESOLVED to retain on agenda in the event that one address may still be outstanding.	Clerk
3.6	Replacement bench outside St Oswald's, sponsorship plaque. Reported that Vinyl Signs to install when it fits with their workload. RESOLVED that the Clerk would collect/install if not completed within the next two weeks. Due to time taken to install the sign RESOLVED to consider using other supplier in the future.	Clerk To note
3.7	Christmas trees, 2026. Following circulation of stand details, RESOLVED to purchase the heaviest to determine suitability following which further stands would be ordered. Noted that sandbags may also be used to stabilise the trees.	Clerk
3.8	The Pyman Institute, poor state of outside paintwork. RESOLVED to continue to contact the Snooker Club Chairman regarding external painting on the Institute.	Clerk
3.9	North York Moors Local Plan - Have your say. Comments submitted.	Complete

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3.10	Potential parish projects. - Volunteers Fair at Lythe Village Hall. Saturday 12 June. Lythe Village Hall booked on Saturday 12 June for a parish event. RESOLVED to retain on agenda. - Development of a Neighbourhood Plan. The Clerk had spoken to Whitby Town clerk who were currently developing a plan, he had advised that: - there were no grants available to develop a plan, it had to be funded locally. It may have been more beneficial when there were grants available. - it is a legal requirement that any neighbourhood plan has to comply with the local plan, it can't undermine the local plan which in turn has to comply with any National Policy framework. Any thoughts on preventing house building for example, would need to fit with local and national plans - there is a call for more house building. - as a result of changes at national level the draft plan for Whitby has had to be amended a number of times throughout the process. - the cost to Whitby Town Council to date has been c.£15K so far over the last 2/3 years. In considering the above, RESOLVED not to progress plan development currently but could be considered post-election in 2027. - General tidying/'housekeeping' around the Parish. Work had been undertaken, some by NYC and other by Council members. RESOLVED to organise work groups as/when appropriate. - Benches. Installation or refurbishment of benches by expenditure or sponsorship. The Clerk reported that Cllr Smith and herself had completed an inventory of all benches within the parish to check on state of repair and sponsorship end dates. She had subsequently contacted NYC to clarify the status of sponsored benches and whilst she had had a verbal discussion/decision, was waiting a written response, including land ownership. The Clerk had also suggested to NYC that LPC may consider buying paint/stain and refurbish some of the benches that were in dire need, she was again awaiting a written response but the suggestion was not received particularly positively. RESOLVED to retain on agenda until response received.	Clerk Clerk Clerk Clerk
3.11	St Oswald's churchyard, consider financial contribution. RESOLVED to contribute £500 towards churchyard maintenance and arrange payment.	Clerk
3.12	Hedge top cut, High Row, Sandsend. ME had confirmed that the work was scheduled. RESOLVED to retain on agenda until complete.	Clerk
3.13	Councillor vacancy. RESOLVED to develop a more attractive poster, emphasising that being a Councillor wasn't necessarily a huge time commitment c. 2hours/month. RESOLVED to request businesses to display poster and request Lythe CofE school to add to their newsletter. RESOLVED that members would approach individuals to encourage expressions of interest.	Clerk/ Council Clerk Clerk
4.0	To consider the following planning applications	
4.1.1	None.	
4.2	To receive the following planning decision, full information on relevant websites.	
4.2.1	26/02701/FUL 42 Meadowfields Sandsend. Rear single storey extension and changes to façade. Permission granted 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 11, 19, 25 September 2026*. RESOLVED to complete public convenience survey in 19 September bulletin.	Clerk
5.1.2	NYC, INCLUDING PARISH LIAISON	
	North Yorkshire Wider Partnership Conference, 16/10/26, Harrogate*. RESOLVED that no one would attend.	To note
	North Yorkshire Local Plan: Scoping Consultation and Engagement Strategy, TEAMS briefings*. The Clerk reported that she would participate if available.	Clerk
	Rural Digital Inclusion Grant, deadline 09/10/26*.	NAR
	Welcome to the latest council news from North Yorkshire 22/09/26*.	NAR

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5.1.3	NYMNPA							
	NYMNPA Invitation: Parish Council Training Event - 22 October 2026, Helmsley or via TEAMS*. The Clerk reported that she would participate if available.	Clerk						
	Northern/Coastal Area Community Forum, Wednesday 21 October, starting at 18:30 for 19:00 until 21:00*. RESOLVED that no one would attend.	To note						
5.2	Correspondence for information (excluding financial matters included in 7.0)							
5.2.1	NYC, INCLUDING PARISH LIAISON							
	Lythe Bank, Lythe Road Closure, 26th - 30th October 2026 times- 07:30-16:00 hrs, annual essential maintenance*.	To note						
6.0	To agree actions on issues raised by Councillors/Clerk and/or submitted to the Clerk							
6.1	Parish precept 2027/8, including letter from NYC*. Get precept calculator from NYC. Post meeting it was confirmed that the precept calculator would be sent by 31 October 2026. RESOLVED to add to the agenda for the next meeting.	Clerk						
6.2	National speed signs – Lythe Bank national speed limit sign and one on the approach to Lythe Village, both faded. The signs, along with two others reported to NYC for inspection and/or repair. RESOLVED to add to the items to address spreadsheet.	Clerk						
6.3	Lythe defibrillator cabinet, door latch not closing easily. The latch had been inspected and it was confirmed that it was operational but would be continue to be monitored.	Complete						
7.0	To receive information on financial matters, approve spend and resolve further action on ongoing issues							
7.1	Balance of accounts @ 30/09/26							
7.1.1	<table border="1"> <tr> <td>Savings</td><td>£14,996.03</td><td></td></tr> <tr> <td>Current</td><td>£0.05</td><td></td></tr> </table>	Savings	£14,996.03		Current	£0.05		
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Current	£0.05							
7.2	Money received							
	<table border="1"> <tr> <td></td><td>£4,785.50</td><td>Precept, 2nd instalment.</td></tr> </table>		£4,785.50	Precept, 2 nd instalment.				
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7.3	Money paid							
	<table border="1"> <tr> <td></td><td>£8.25</td><td>Lythe Village Hall, Hire – July 2026.</td></tr> </table>		£8.25	Lythe Village Hall, Hire – July 2026.				
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7.4	Invoices, processed. As above.							
7.5	Invoices for approval:							
7.5.1	- At agenda publication. - Defib4life, £76.74, set of pads for Sandsend defib.							
7.5.2	- Post agenda publication. - Lythe Village Hall, £20.15, hire for September 2026.							
7.6	RESOLVED to approve and arrange payment. - Revised salary Clerk, including approval of 6 months salary £1831 for April – September. RESOLVED to approve and arrange payment/tax.	Clerk Clerk						
8.0	To notify the Clerk of matters for inclusion on the agenda of the next meeting							
	None.							
9.0	To confirm the details of the next meeting							
	Confirmed as Monday, 2 November 2026, 18:30, Lythe Village Hall							
	 meeting closed at 19:24.							

*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