

UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Notice is hereby given that a Meeting of Ugthorpe & Hutton Mulgrave Parish Council will be held on **Wednesday 18 May 2022 (following the Annual Meeting of the Council at 7.00pm)** at Meadowcroft Ugthorpe Ltd, Ugthorpe YO21 2BL and all Members of the said Council are hereby severally summoned and required to attend to transact the following business

Attendees to comply with any venue, parish council and Government Covid19 requirements

AGENDA

- 1 **TO RECEIVE APOLOGIES FOR ABSENCE & APPROVE WHERE NECESSARY**
- 2 **TO IDENTIFY ANY ITEMS FOR DISCUSSION THAT MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC**
 - i) None
- 3 **TO RECEIVE DECLARATIONS OF INTEREST**
 - i) Members to declare any personal, pecuniary or prejudicial interests they may have in the following items that are not already declared under the council's code of conduct or members' Registration of Interests
 - ii) To consider and approve Dispensation requests for items on the agenda that if without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business
- 4 **BOROUGH, COUNTY & REPRESENTATIVE REPORTS**

To consider the following and decide actions where necessary

 - i) To receive reports from Parish Council Representatives on recent meetings (if applicable)
 - a) not applicable
 - ii) To receive reports from Borough and County Councillors on relevant items (if applicable):
- 5 **PUBLIC SESSION**

To receive comments from the public and councillors with a prejudicial interest. Rules for the Public Participation Session to be adhered
- 6 **POLICE MATTERS**

To receive any reports from the Police
- 7 **MINUTES**

To consider the accuracy of the minutes of Ugthorpe & Hutton Mulgrave Parish Council meeting held on 6 April 2022 & 6 May 2022 for approval and signing.
- 8 **REPORT ON MATTERS ARISING FROM THE LAST MEETING**

To receive information on the following ongoing issues that required action at the previous meeting and decide further action where necessary, if not detailed under another agenda item

 - a) None
- 9 **PARISH POLICY**

To consider the following and decide actions where necessary

 - i) *None*
- 10 **PLANNING MATTERS**

To receive reports on and consider the following planning issues and decide action where necessary:

 - i) NYMNP**
 - a) Woodhill House, Ugthorpe NYM/2022/0062 – use of land for 25 tents from Easter to 31 October – note application withdrawn
 - b) 4 The Green Ugthorpe NYM/2022/0181 – first floor extension – note application withdrawn
 - ii) SBC**
 - a) None
 - iii) Other Public Body**
 - a) None

Note that residents can respond individually and access documents. Planning Applications can be viewed on line at:

NYMNP: <http://planning.northyorkmoors.org.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

Or via the Parish Council Website: Details to be forthcoming

11 FINANCE

To consider the following and decide actions where necessary

- i) To review quotation and approve Zurich insurance renewal for 2022
- ii) To receive the payment schedule and approve payment of the invoices detailed
- iii) Barclays Bank
 - a) Bank Mandate – to approve additional bank signatory & to obtain relevant paperwork to complete
 - b) Bank Correspondence – to approve and sign letter requesting change of address to the Parish Clerk
- iv) To receive 2021/2022 Qtr & Year End Financial Bank Reconciliation, Statements & Cash Book and approve – Note Clerk to bring to June meeting as sourcing information
- v) HMRC VAT126 reimbursement for non business activities– Note Clerk to submit in due course
- vi) SBC Model Agreement Expenditure 2021/2022 – Note Cllr SP submitted expenditure form
- vii) SBC Precept/Model Agreement 2022/2023 – to note remittance received for £918.00 & £1041.06 respectively
- viii) Internal Control Checklist 2021/2022 – completed at the Annual Meeting of the Council
- ix) To confirm that the 30 day inspection period for the Annual Return 2021/22 will commence on the 1st July 2022
- x) Annual Return 2021/22: To review and consider any feedback from the Internal Auditor – on hold until June meeting
- xi) Annual Return 2021/22: To a) review and b) approve and c) sign the Annual Governance Statement - on hold until June meeting
- xii) Annual Return 2021/22: To a) review b) approve and c) sign the Accounting Statement - on hold until June meeting
- xiii) Annual Return 2021/22 – Certification of Exemption: To resolve to certify as Exempt from a Limited Assurance Review for the year ended 31 March 2022 - on hold until June meeting

12 PARISH MAINTENANCE

To consider the following and decide actions where necessary

a) *Monitoring of Footpaths*

- i) to receive reports on any issues and decide action as necessary

b) *Monitoring of Assets*

i) *General –*

- a) To receive reports on any issues and decide as necessary
- ii) Annual Maintenance Review of Assets – to be undertaken and report back to the September meeting or to the Clerk if urgent work required

c) *Annual Grass Cutting*

- i) to note that quotations will be discussed and decided upon at the 8 June 2022 meeting
- ii) to discuss and decide on a) areas to be cut and b) frequency and c) to confirm it will be for seasons 2022, 2023 & 2024

d) *NYCC & Highways issues*

- i) to receive reports on any issues and decide action as necessary

13 CORRESPONDENCE

To consider the following and decide actions where necessary

i) For Information

- a. To note general correspondence circulated by email to Cllrs
- b. FOI request: Clerk responded to request for information on land ownership of verge opposite bus shelter (A171) in relation to getting a safer bus stop installed – Clerk advised no records and to contact NYCC Passenger Transport

ii) For Decision

- a) None

14 COOPTION OF PARISH COUNCILLOR

To consider the following and decide actions where necessary

- i) Following May 2022 elections, three vacancies remain. Clerk will be undertaking Cooption Notice with a deadline of 3 June 2022 for consideration at 8 June 2022 meeting

15 DATE OF NEXT MEETING

- i) To decide and confirm the date of the next meetings are, subject to Government Covid19 Guidelines and associated cancellation/rescheduling, and as per agreed meeting schedule decided at the Annual Meeting of the Council (18/5/22)