

UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Notice is hereby given that a Meeting of Ugthorpe & Hutton Mulgrave Parish Council will be held on **Wednesday 3 May 2023, following the Annual Meeting of the Council at 7.00pm**, at Meeting Room, 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 **UNITARY COUNCIL & REPRESENTATIVE REPORTS**

To consider the following and decide actions where necessary

 - i) To receive reports from Parish Council Representatives on recent meetings (if applicable)
 - ii) To receive reports from Unitary Councillor on relevant items (if applicable):
 - Note various emails received from Cllr D Chance and circulated to Cllrs
- 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 the Ugthorpe & Hutton Mulgrave Parish Council meeting held on 1 March 2023 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 previous meeting and decide further action where necessary, if not detailed under another agenda item

 - 1) None
- 9 **PLANNING MATTERS**

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

 - i) NYMNPA**
 - a) NYM/2023/0003 Daywell House, Ugthorpe – removal of lean to and conversion of outbuilding to holiday letting accommodation with associated garden area and provision of parking – unable to respond within deadline
 - ii) NYC**
 - 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:
NYMNPA: <http://planning.northyorkmoors.org.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>
Or via the Parish Council Website: Details to be forthcoming
- 10 **FINANCE**

To consider the following and decide actions where necessary

 - 1) To consider insurance cover quotations and decide on provider – renewal date 1/6/23
 - 2) To receive the payment schedule and approve payment of the invoices detailed
 - 3) Barclays Bank
 - a) Bank Mandate – to receive update on adding approved cheque signatories of Cllrs SP & EJ
 - b) To consider approval of Barclays Bank requirement for the Chairman to sign authorisation form for the addition of approved cheque signatories, as well as a current cheque signatory councillor on mandate
 - 4) To receive Qtr 4 2022/23 bank reconciliation, year end, financial statement, cash book – to review and approve

- 5)HMRC VAT126 reimbursement for non business activities– note Clerk submitted for £290.33
- 6)SBC Model Agreement Expenditure 2022/23 –expenditure form submitted
- 7)Precept/Model Agreement 2023/24 – to confirm remittance received
- 8) Internal Control Checklist 2022/23 – completed at the Annual Meeting of the Council
- 9) To confirm that the 30 day inspection period for the Annual Return 2022/23 will commence on the 1st July 2023
- 10) Annual Return 2022/23: To review and consider any feedback from the Internal Auditor – If undertaken otherwise to receive at June meeting
- 11) Annual Return 2022/23: To a) review and b) approve and c) sign the Annual Governance Statement – If IA undertaken otherwise to receive/approve at June meeting
- 12) Annual Return 2022/23: To a) review b) approve and c) sign the Accounting Statement - If IA undertaken otherwise to receive/approve at June meeting
- 13) Annual Return 2022/23 – Certification of Exemption: To resolve to certify as Exempt from a Limited Assurance Review for the year ended 31 March 2023 - If IA undertaken otherwise to receive/approve at June meeting

11 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) Pinfold Stone Wall - to receive update on funding and repair work
 - iii) Mill Hill Seat front lat replacement – to receive update on replacement/painting work by S4W team
 - iv) Pinfold wooden log seat repairs – to receive update on work
 - v) Bus Shelter Graffiti – to receive update on S4W tidying up
 - vi) Noticeboards – Perspex – to receive update on replacement work
- c) NYC & Highways issues
 - i) to receive reports on any issues and decide action as necessary
 - ii) to not received and circulated various road closure notices from NYC
- d) New community noticeboard – open access: to receive update on proposed funding and installation
- e) Grass verge cutting 2023 season – To note contractor (M Robson) agreed to cut grass verges again at 2022 price of £900+VAT

12 CORRESPONDENCE

To consider the following and decide actions where necessary

- i) For Information
 - a. To note general correspondence circulated by email to Cllrs
 - b. Various emails from YLCA circulated to Cllrs
 - c. Various emails regarding new Unitary council sent to Cllrs
 - d. NYMNPAs circulated Forestry Commission's Public Consultation Register for felling including Skelder Plantation FL 012 911 2023 & FL 012 728 2023 – parish council unable to respond as deadline 2/5/23
 - e. NYC Standards Arrangements – information circulated to Cllrs and note Clerk responded to advise that PC already adopted latest national PC model Code of Conduct
- ii) For Decision
 - a) None

13 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, as per agreed meeting schedule decided at the Annual Meeting of the Council (3/5/23)