

UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Notice is hereby given that a Meeting of Ugthorpe & Hutton Mulgrave Parish Council will be held (following the Annual Parish Meeting 7.00-7.15pm) on Wednesday 5 March 2025, at 7.15pm 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

AGENDA

- 1 TO RECEIVE APOLOGIES FOR ABSENCE & APPROVE REASONS 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)
 - a) To receive reports from Parish Council Representatives on attending recent meetings/events (if applicable)
 - ii) To receive reports from Unitary Councillor on relevant items – update given in APM via Report & NYC Finance Press Release – also on PC website
- 5 PUBLIC SESSION**

To receive comments from the public and councillors with a prejudicial interest. Rules for the Public Participation Session to be adhered (maximum time for session 15 minutes, with each speaker allowed 3 minutes)
- 6 POLICE MATTERS**

To receive any reports from the Police
- 7 MINUTES**
 - i) To consider the accuracy of the minutes of the Ugthorpe & Hutton Mulgrave Parish Council meeting held on 4 December 2024 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 meetings and decide further action where necessary, if not detailed under another agenda item

 - 1) NYC Highways reported issues from previous meeting(s): to consider any feedback if received – to note various works undertaken
- 9 PLANNING MATTERS**

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

 - i) NYMNPA**
 - a) NYMNPA Annual Parish Planning Training Event – to consider completion of survey
 - b) NYM/2024/0857 Mulgrave Farm Ugthorpe – Hedgerow removal: unable to respond due to 3 January 2025 determination deadline
 - c) NYM/2024/0853 Burnt House Holiday Park – application for certificate of lawfulness in respect of use of land comprising existing caravan site for siting of caravans without restriction on layout of caravans or season of use (up to max number of caravans being 100 out of which no more than 20 shall be touring caravans) – unable to respond due to determination deadline 17/2/25
 - d) NYM/2025/0001 Ugthorpe Lodge Caravan Park – application for change of use of and alterations to garage to form one holiday cottage (retrospective) Determination deadline 10/3/25
 - e) NYM/2025/0078 Holly Cottage & Willow Cottage, Postgate Way, Ugthorpe – application for variation of Condition 2 of planning approval NYM/2023/0668 to allow a change from local occupancy to principal residence occupancy
 - 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: <http://ugthorpeparishcouncil.org.uk/>

10 FINANCE

To consider the following and decide actions where necessary

- 1) To receive the payment schedule and approve payment of the invoices detailed
- 2) Barclays Bank
 - a) To approve Two cheque signatories to sign a request letter for a new cheque book
 - b) Correspondence address for Barclays Bank – to agree temporary change of address and approve signing of request letter
 - c) Bank Correspondence – to receive any latest correspondence and feedback updates
- 3) To receive latest 2024/2025 bank reconciliation & financial statement, – to review and approve, and note bank balance is £1606.49 at 31/1/25

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 – to receive information on the following:
 - i) General –
 - a) To receive reports on any issues relating to Parish Council Assets
- c) NYC & Highways issues
 - i) to receive reports on any issues and decide action as necessary
 - a) Clerk reported to NYC grit bins/heaps not filled on Kitter Lane Hutton Mulgrave following resident complaint
 - ii) Note notification received from NYC of various roadworks – circulated to Cllrs
 - iii) Highway Asset Management Correspondence Urban Grass Cutting 2025 (currently undertaken by NYC): to consider status quo offer of 8pence per m2 to undertake urban highway visibility splay grass cutting 5 times per year ie Total Funding Offer = £33.35 (£6.67 per cut) to undertake grass cutting 5 times per year
 - d) Grass Verge Cutting (funded by Model Agreement) 2025 season: to note contractor confirmed will extend 2022 instruction and undertake again at £900+VAT
 - e) Tree Planting Project – to receive update and decide further actions

12 POLICIES

- a) None

13 CORRESPONDENCE

To consider the following and decide actions where necessary

- i) For Information
 - a. To note general correspondence circulated to Cllrs
 - b. Various emails from YLCA circulated to Cllrs
 - c. Various emails from NYC circulated to Cllrs
 - d. PC Website/Noticeboards – Clerk updated with various consultations and information received from NYC, NYMNPA and other third parties, and also circulated to Cllrs
 - e. Clerk completed NYC/KKP Consultant survey advising the PC does not own/lease outdoor or indoor sports facilities
- ii) For Decision
 - a) NYC/ORS Consultancy – request for survey to ascertain Traveller Activity within parish area (deadline 30/3/25) – to decide if wish to respond

14 DATE OF NEXT MEETING

- i) To decide and confirm the date of the next meetings are as per agreed meeting schedule decided at the Annual Meeting of the Council (1/5/24)

7.00pm Wednesday 7 May 2025 at Meadowcroft Ugthorpe Ltd, Ugthorpe, YO21 2BL for the Annual Meeting of the Council followed by the ordinary Ugthorpe & Hutton Mulgrave Parish Council Meeting