

UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Notice is hereby given that a Meeting of Ugthorpe & Hutton Mulgrave Parish Council will be held on **Wednesday 6 December 2023, 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

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):
- 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**

To consider the accuracy of the minutes of the Ugthorpe & Hutton Mulgrave Parish Council meeting held on 6 September 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/2023/0668 – Holly Cottage & Willow Cottage Postgate Way, Variation of Condition 3 of planning NYM/2007/0902/FL to broaden wording of local occupancy condition: unable to respond due to deadline and determination date of 1/12/23. No quorate feedback from Cllrs received enabling Clerk delegated powers to respond
 - b) NYM/2023/0641 – Eden House, erection of agricultural livestock building with feed passage and straw storage area (retrospective)
 - c) NYMNPA Dark Skies SPD consultation on Consultation Statement – Extension request granted. Consultation available at: <https://www.northyorkmoors.org.uk/planning/policy/supplementary-planning-documents>: to decide if wish to respond
 - 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) Bank Mandate – to receive update on adding approved cheque signatories of Cllrs SP & EJ
- 3) To receive Latest 2023/2024 bank reconciliation and financial statement – to review and approve
- 4) To note receipt of 2nd installment of 2023/24 Model Agreement of £1132.67 on 29/9/23
- 5) To receive and approve updated 3 year Budget
- 6) To review and decide on the 2024/2025 Precept
- 7) NJC 2023 2024 Pay increase – note Clerk’s salary SCP 13 to increase from £12.97 to £13.97 per hour, and backdated to 1/4/23 (on payment schedule)
- 8) NYC honouring previous SBC Model Agreement in 2024/25 financial year whilst review undertaken: to approve estimate amount of £2408.05 (note that cannot change this amount).

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
 - ii) FP 30.53/029/1 – gates near Primrose Farm: Clerk reported to NYMNPA – note Ranger to liaise with landowner
- b) Monitoring of Assets – to receive information on the following:
 - i) General –
 - a) To receive reports on any issues and decide as necessary
 - ii) PC Noticeboards Ugthorpe & Hutton Mulgrave – Perspex replacement: Note completed
 - iii) PC Noticeboards – obtaining key held by third party & retention by Cllr SP as spare keyholder: to receive update
 - iv) Buff Head Seat – strimming back vegetation by S4W: Note work undertaken by individual not S4W team
 - v) Bus Shelter – removing litter by S4W: Note completed, but ongoing issue
 - vi) New Community Noticeboard – open access: Note work completed on additional securing stakes (painted to match), Coronation lettering in place and Clerk provided notice detailing locking mechanism instructions. Note Clerk sent information to Whitby Gazette for publication.
- c) NYC & Highways issues
 - i) to receive reports on any issues and decide action as necessary
 - a) Direction Sign Hutton Mulgrave – following report received, Clerk forwarded issue to NYC under delegated powers: note completed w/c 6/11/23.
 - ii) to note road closure information received by NYC and circulated to Cllrs
 - iii) Following issues reported to NYC after September meeting and report received by Clerk from Cllr JAG, to receive updates if applicable:
 - a. Ugthorpe - Barry Bank Road: trees past the pond near Barry Bank Farm overhanging and obstructing the highway.
 - b. A171/The Hermitage junction (near Ugthorpe): broken up and raised
 - c. A171/Ugthorpe Rails junction to Lealholm heading to Woodhill House - numerous potholes in varying states.
 - d. Ugthorpe Road junction with road to Mickleby heading to Bob Beck: i) water runs all way down from where gutter runs out at 2nd gateway down ii) surface poor with many potholes
 - e. Ugthorpe Road opposite Mill Hill Farm: standing water following heavy rainfall
 - f. Ugthorpe Road to Barnby Becks: water runs down the road in times of heavy rainfall (previously reported)
 - g. Hutton Mulgrave Road Briscoe Farm to Alderpark: poor surface with water running along road
 - h. Hutton Mulgrave - Rock Head Farm entrance to Allerton Head i) poor surface/bad potholes and ii) standing water opposite entrance to Rock Head following rainfall

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. NYC Consultation on Polling Stations 16/10 to 13/11 – Clerk circulated to Cllrs and put on website and noticeboards
 - d. NYC Policy on Recharging Parish By Elections from April 2024 – circulated to Cllrs
 - e. NYC Parish Precept arrangements letter 2024/2025 – circulated to Cllrs
 - f. Member of public asking if the PC wished to take over Facebook Page for Ugthorpe Village Hall – Clerk advised no as it is a separate entity
 - g. NYC Local Plan – advised that NYC will be shortly preparing a new Local Plan for the whole authority’s planning area and will be providing PC’s with an account/password
- ii) For Decision
 - a) NYC Housing Strategy Consultation deadline 11 December – on website, access available <https://www.northyorks.gov.uk/your-council/consultations-and-engagement/current-consultations/draft-housing-strategy-consultation>: to decide if/how to respond
 - b) Citizens Advice – request for funding: to consider and decide if to donate monies under S137 power
 - c) NYC Lets Talk Budget Consultation deadline 18 December – on website, noticeboard, circulated to Cllr, access available <https://www.northyorks.gov.uk/your-council/consultations-and-engagement/lets-talk-north-yorkshire> to decide if/how to respond

- d) NYC Consultation on the Draft Statement of Community Involvement – to decide whether to respond and how. Deadline 22/12/23. Circulated to Cllrs, on website, access via <https://www.northyorks.gov.uk/your-council/consultations-and-engagement/current-consultations/statement-community-involvement-consultation>

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)

7.00pm-7.15pm Wednesday 6 March 2024 at Meadowcroft Ugthorpe Ltd, Ugthorpe, YO21 2BL for the Annual Parish Meeting followed at 7.15pm for the ordinary Ugthorpe & Hutton Mulgrave Parish Council Meeting

7.00pm Wednesday 1 May 2024 at Meadowcroft Ugthorpe Ltd, Ugthorpe, YO21 2BL for the Annual Meeting of the Council followed by the ordinary Ugthorpe & Hutton Mulgrave Parish Council Meeting

Victoria Pitts Parish Clerk – Ugthorpe & Hutton Mulgrave Parish Council c/o Davison Farm, Egton, Whitby, YO21 1UA
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Dated: 18 November 2023