

UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Notice is hereby given that a Meeting of Ugthorpe & Hutton Mulgrave Parish Council will be held at **7.15pm on Wednesday 7 December 2022** 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) To RESOLVE to exclude press and public for Item 14 ii for consideration of personal information
- 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)
 - 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 the Ugthorpe & Hutton Mulgrave Parish Council meeting held on 7 September 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

 - a) 30mph signs – Ugthorpe – to receive update following reporting by Clerk to NYCC
 - b) PC Laptop – to note that software and driver upgrade now completed and Clerk to be reimbursed for amount of £248 – under Finance Payment Schedule
- 9 PARISH POLICY**

To consider the following and decide actions where necessary

 - i) To consider adoption of NALC's proposed Civility and Respect Model Councillor Officer Protocol
- 10 PLANNING MATTERS**

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

 - i) NYMNPA**
 - a) NYM/2022/0606 Low Moor House, Ugthorpe – erection of storage shed together with use of land for equestrian purposes, creation of all weather let out pens and permeable hard standings in connection with existing commercial equestrian use (deadline 18/10/22) – under delegated authority, and following quorate feedback from Cllrs, Clerk responded No Objections
 - b) NYM/2022/0740 Meadow Croft, Ugthorpe – variation of condition 5 of planning approval NYM/2019/0864/CU to allow salon to open on Saturdays - under delegated authority, and following quorate feedback from Cllrs, Clerk responded No Objections
 - c) NYM/2022/0793 – Mill Farm – conversion of attached byre to additional living accommodation
 - 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:

NYMNPA: <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 renewal of website hosting provider (as resolved at May 2022 meeting)
- ii) To receive the payment schedule and approve payment of the invoices detailed
- iii) Barclays Bank
 - a) Bank Mandate – to receive update on adding approved cheque signatories of Cllrs SP & EJ
- iv) To receive latest bank reconciliation and financial statement, review and approve
- v) To receive and approve 3 year Budget
- vi) SBC Precept/Model Agreement 2022/2023 – to note receipt of remittance of £918 & £1041.06 respectively
- vii) To approve the 2023/2024 Unitary Council (ex SBC) Model Agreement Estimate Expenditure of £2265.34, and note cannot alter amount
- viii) To review and decide on the 2023/2024 Precept based on the SBC calculation model
- ix) To note and approve NJC 2022 salary award - increase Spinal Point 13 from £11.97 to £12.97 per hour from 1/4/22, and from 1/4/23 additional 1 day holiday (pro rata part-time)
- x) To note appointment of external auditor for period 2022-2027 for N, S & W Yorkshire of PKF Littlejohn LLP

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) Pinfold Stone Wall: To receive report on current status and decide any action to be taken
 - iii) NYCC Archiving – to note Clerk taken documents and books to NYCC County Records
 - iv) Model Agreement Estimate Funding 2022/2023 financial year: to consider how to spend remaining £228 on public seats/bus shelter – contracted works/purchase to be undertaken before 1 March 2023 meeting so cheque can be raised. To note if do not spend, then this amount will not be reimbursed next year
- c) 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. Various emails from YLCA circulated to Cllrs
 - c. Various emails regarding new Unitary council sent to Cllrs
 - d. SBC Scrutiny – Cost of Living Crisis call for evidence from Town and Parish Councils: received October with deadline of 25/10/22, unable to respond
- ii) For Decision
 - a) NYMNP International Dark Sky Reserve – to consider request for letter of support and decide if to undertake

14 COOPTION OF PARISH COUNCILLOR

To consider the following and decide actions where necessary

- i) Following May 2022 elections, one vacancy remains (Hutton Mulgrave)
Members of Press and Public to leave the meeting room
- ii) To consider applications for the co-option of one parish councillors
Members of Press and Public able to return to the meeting room
- iii) To vote on who to co-opt
- iv) Upon co-option the Cllrs to sign the Declaration of Acceptance of Office, if present, if not present to decide when the Declaration should be signed to validate the co-option
- v) To note positions not filled will be re-advertised

15 DATE OF NEXT MEETING

i) To decide and confirm the date of the next Ugthorpe & Hutton Mulgrave Parish Council 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):

7.00pm-7.15pm Wednesday 1 March 2023 at Meeting Room, Meadowcroft Ugthorpe Ltd, Ugthorpe, YO21 2BL for the Annual Parish Meeting followed by at 7.15pm the Ugthorpe & Hutton Mulgrave Parish Council Meeting
7.00pm Wednesday 3 May 2023 at Meeting Room, Meadowcroft Ugthorpe Ltd, Ugthorpe, YO21 2BL for the Annual Meeting of the Council followed by the ordinary Ugthorpe & Hutton Mulgrave Parish Council Meeting