

UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Notice is hereby given that a Meeting of Ugthorpe & Hutton Mulgrave Parish Council will be held, immediately following the Annual Meeting of the Council at 7.00pm, on Wednesday 7 May 2025, 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
- 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 5 March 2025 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
- 9 PLANNING MATTERS**

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

 - i) NYMNPA**
 - a) NYM/2025/0078 Holly Cottage application for variation of condition 2 of planning approval NYM/2023/0668 local occupancy to principal residence – amended details – unable to respond due to 14 day deadline from 11/4/25
 - b) NYM/2025/0290 Low Broom House Farm, Broom House Lane, Ugthorpe – application for listed building consent for installation of replacement timber double glazed windows and doors
 - 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, consider, approve insurance renewal quotation – renewal date 1/6/25
 - 2) To receive the payment schedule and approve payment of the invoices detailed
 - 3) Barclays Bank
 - a) Bank Correspondence – to receive latest correspondence and feedback updates
 - b) New cheque book – to receive update: Noted new cheque book received
 - c) Temporary Correspondence Address Change – to sign letter as agreed at 5 March 2025 meeting

- 4) To receive Qtr 4 2024/2025 bank reconciliation, year end, financial statement, cash book – to review and approve
- 5) HMRC VAT126 reimbursement for non business activities 2024/25– note Clerk submitted for £208.13
- 6) NYC Model Agreement Expenditure 2024/2025 –to note expenditure form submitted
- 7) Precept/Model Agreement 2025/2026 – to confirm if remittance received
- 8) Internal Control Checklist 2024/2025 – completed at the Annual Meeting of the Council, consider findings
- 9) To confirm that the 30day inspection period for the Annual Return 2024/2025 will commence on the 1st July 2025
- 10) Annual Return 2024/2025: To review and consider any feedback from the Internal Auditor
- 11) Annual Return 2024/2025: To a) review/consider and b) approve and c) sign the Annual Governance Statement
- 12) Annual Return 2024/2025: To a) review/consider b) approve and c) sign the Accounting Statement
- 13) Annual Return 2024/2025 – Certification of Exemption: To resolve to certify as Exempt from a Limited Assurance Review for the year ended 31 March 2025

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

- ii) Note notification received from NYC of various roadworks – circulated to Cllrs

d) Tree Planting Project VE Day80 – Note completed installation 26/3/25, to receive any update and decide further action regarding choice of plaque(s)

e) To discuss removing vegetation from the Stone Trod, Ugthorpe 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

ii) For Decision

- a) That's TV – media enquiry Cherry Blossom VE Day Tree Planting: to consider request for Cllr to undertake pre recorded zoom interview

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 (7/5/25)