

## UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Minutes of the proceedings of the Meeting of Ugthorpe & Hutton Mulgrave Parish Council held on **Wednesday 1 May 2024, immediately following the Annual Meeting of the Council**, held at Meadowcroft Ugthorpe Ltd Meeting Room, Ugthorpe YO21 2BL and pursuant to Summons

### Present:

Councillor S Parkes (Chairman) in the Chair; Cllrs S Brown, M Chapman J A Gallon, N Henderson & E Jowsey

Also present were: V J Pitts (Clerk)

**Action  
by**

### 1 APOLOGIES FOR ABSENCE & APPROVE IF REQUIRED

None

### 2 TO IDENTIFY ANY ITEMS FOR DISCUSSION THAT MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC

None

### 3 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: Cllr NH expressed an interest in Item 9/i/a

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: None

### 4 UNITARY COUNCIL & REPRESENTATIVE REPORTS

The following were considered and actions decided where necessary as follows:

- i) To receive reports from Parish Council Representatives on recent meetings (if applicable): None
- ii) To receive reports from Unitary Councillor on relevant items (if applicable):
  - Noted no reports received and Unitary Cllr not present

### 5 PUBLIC SESSION

Following issues were raised

- Grange to Barry Bank: approx. 200m from Grange, at dip hole the pipe under road blocked, and ensuing water washed road away
- Ugthorpe Road (Postgate Way) junction with road to Mickleby: potholes
- Hutton Mulgrave Road near Low Farm: potholes, road rough, laybys muddy
- Hermitage Road/A171 junction: tarmac crumbled
- Travellers Rest/A171 junction: whilst marked with yellow paint for repairs, still not undertaken and condition becoming worse

### 6 POLICE MATTERS

The Police representative was not present, no current report received, but noted previous reports circulated.

### 7 MINUTES

To consider the accuracy of the minutes of the Ugthorpe & Hutton Mulgrave Parish Council meeting held on 6 March 2024 for approval and signing: RESOLVED to approve and sign

**VJP**

### 8 REPORT ON MATTERS ARISING FROM PREVIOUS MEETING

The following ongoing issues that required action at the last meeting, and not detailed under another agenda item, were considered, discussed and further action decided where necessary

- 1) Dog Waste/Litter Bin, Mill Hill & A171 Junction– noted reported by Clerk to NYC
- 2) NYC Highways Issues: - reported by Clerk to NYC, feedback received:
  - 30mph sign Ugthorpe faded: logged on NYC system
  - Alder Park/Briscoe: a) broken flood marker at ford logged on system b) potholes logged on system, noted 3 month cyclic inspection with last inspection 31/8/23 with patching completed 8/9/23

- Ugthorpe Road/A171 Junction white/black markers broken/missing/leaning: logged on NYC system
- Low Farm Hutton Mulgrave to Rock Head Hutton Mulgrave: logged on system; subject to 12 monthly inspection with last inspection 31/8/23 with several potholes infilled and noted that road/verges damaged by agricultural machinery too wide for section of road

3) Mill Hill Top Seat – replace/repaint repairs to broken lats: noted work completed by S4W

## 9 PLANNING MATTERS

The following were discussed and decided upon:

### i) NYMNPA

a) NYM/2024/0202 – Biggin House Farm – construction of access track to provide alternative access to Mulgrave Farm (retrospective): RESOLVED No Objections with the following comments: a) concern that may set precedent for retrospective planning applications for approval and b) there was already an acceptable access to the property

VJP

b) NYM/2022/0606 Low Moor House, Ugthorpe – notification received that application withdrawn: noted

### ii) NYC

a) None

### iii) Other Public Body

a) None

## 10 FINANCE

VJP

The following were discussed and decisions made as follows:

1) To receive and consider insurance quotations – renewal date 1/6/24: RESOLVED to proceed with current provider Zurich Municipal @ £300.88

2) To receive the payment schedule and approve payment of the invoices detailed: RESOLVED to approve including insurance renewal

3) Barclays Bank

a) Bank Correspondence – to receive latest correspondence and feedback updates: no further correspondence received, but noted liaison at high level between NALC and Barclays regarding generic issues

4) To receive Qtr 4 2023/2024 bank reconciliation, year end, financial statement, cash book – to review and approve: RESOLVED to approve

5) HMRC VAT126 reimbursement for non business activities– noted Clerk submitted for £365.21

6) NYC Model Agreement Expenditure 2023/2024 –expenditure form submitted for £2265.34 as per Model budget estimate: noted

7) Precept/Model Agreement 2023/24 – to confirm remittance received for £2100 full payment/£1204.02 1<sup>st</sup> payment respectively

8) Internal Control Checklist 2023/24 – completed at the Annual Meeting of the Council, consider findings: noted no issues

9) To confirm that the 30day inspection period for the Annual Return 2023/2024 will commence on the 1<sup>st</sup> July 2024: RESOLVED to approve

10) Annual Return 2023/2024 - To review and consider any feedback from the Internal Auditor: Noted no issues raised by IA

11) Annual Return 2023/2024 To a) review/consider and b) approve and c) sign the Annual Governance Statement: The AGAR Annual Governance Statement was a) reviewed and b) RESOLVED to approve and c) signed

12) Annual Return 2023/2024 To a) review/consider b) approve and c) sign the Accounting Statement: The AGAR Accounting Statement was a) reviewed and b) RESOLVED to approve and c) signed

13) Annual Return 2023/2024 – Certification of Exemption: To resolve to certify as Exempt from a Limited Assurance Review for the year ended 31 March 2024: RESOLVED

## 11 PARISH MAINTENANCE

The following were considered and decisions made as follows:

a) Monitoring of Footpaths

i) To receive reports on any issues and decide action as necessary: noted no issues to report

b) Monitoring of Assets – to receive information on the following:

i) General –

a) To receive reports on any issues and decide as necessary: noted no issues to report

ii) Retrospective Street Furniture & Tree Licences: Noted that signed licences from

- NYC now received
- c) NYC & Highways issues
    - i) to receive reports on any issues and decide action as necessary: RESOLVED all issues noted in public session to be reported to NYC
    - ii) Note Rake Lane to HighFarm Street C 1/5/80 Lealholm to Stonegate will be closed from 6/5 to 22/5 2024 for drainage culvert replacement: Noted
  - d) Roadside Grass Verge Cutting (funded by Model Agreement) 2024 season - to note contractor agreed to extend contract and to undertake at 2022 price of £900 +VAT: Noted

**12 POLICIES**

**VJP**

The following were considered and decisions made as follows:

- a) None

**13 CORRESPONDENCE**

The following correspondence was received and decisions made as follows:

- i) For Information – following all noted
  - 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
  - e. St Annes Village Hall, Ugthorpe – notification that S4W will be undertaking interior painting in due course following contact/liaison between Clerk, parish priest & AngloAmerican
  - f. NYMNPA Consultation on Nature Recovery – deadline 19 April, circulated to Cllrs and put on website for individual responses
- ii) For Decision
  - a) None

**14 DATE OF NEXT MEETING**

**VJP**

- 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):

RESOLVED the next parish council meetings:

7.15pm Wednesday 4 September 2024 at Meadowcroft Ugthorpe Ltd, Ugthorpe, YO21 2BL

7.15pm Wednesday 4 December 2024 at Meadowcroft Ugthorpe Ltd, Ugthorpe, YO21 2BL

7.00pm-7.15pm Wednesday 5 March 2025 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 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

Meeting finished at 8.00pm

Chairman

Dated