

UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Minutes of the proceedings of the Meeting of Ugthorpe & Hutton Mulgrave Parish Council held on **5 March 2025 (at 7.15pm following the Annual Parish Meeting)**, 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, J A Gallon, N Henderson & E Jowsey

Also present were: V J Pitts (Clerk)

**Action
by**

- 1 APOLOGIES FOR ABSENCE & APPROVE IF REQUIRED**
Apologies received from Cllr M Chapman and RESOLVED to approve reason provided.
- 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 re Item 9/i/e
 - 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) a) To receive reports from Parish Council Representatives on attending recent meetings/events (if applicable): not applicable
 - ii) To receive reports from Unitary Councillor on relevant items (if applicable): Noted NYC Cllr DC had provided an update report for the APM together with a Finance Press Release, and also detailed on PC website
- 5 PUBLIC SESSION**

Following issues were raised

 - Street light S13 not working – Clerk to undertake reporting under delegated powers **VJP**
 - Water gathering near turn off to Lawns Farm, drain blocked – Clerk to undertake reporting under delegated powers **VJP**
 - Stone Trod near Vicarage becoming overgrown – Clerk to put the issue of potentially liaising with relevant authority regarding uncovering on the next agenda for the parish council to discuss **VJP**
 - Noted NYC Highways been busy within the parish
- 6 POLICE MATTERS**

The Police representative was not present; Clerk not received a report to read out, but noted previous reports circulated to Cllrs
- 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: RESOLVED to approve and sign **VJP**
- 8 REPORT ON MATTERS ARISING FROM PREVIOUS MEETING**

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

 - 1) NYC Highways reported issues from previous meeting(s): to consider any feedback if received: Clerk provided NYC feedback as follows:
 - To note various works completed in the parishes, as detailed at last meeting
 - Ugthorpe Grange – A171 resurface completed. Clerk reported to NYC that section from Ugthorpe Grange – Biggin Houses still needs to be undertaken due

- to potholes, poor surface etc
- Mill Hill, Ugthorpe overgrown trees – noted that NYC looking into cutting back
- Further works on Kitter Lane to be undertaken

9 PLANNING MATTERS

VJP

The following were discussed and decided upon:

i) NYMNPA

- a) NYMNPA Annual Parish Planning Training Event – to consider completion of survey: Resolved to respond that positive event overall, and no specific questions/suggestions at the moment. Noted that when attending should go prepared with any questions
- 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: RESOLVED No comment

Cllr NH left the meeting

- 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: RESOLVED to Object to the planning application with the comment: that the original application was built on the agreement it would be for local occupancy. Why is there any need to change the Condition? The Condition has already been relaxed to extend to the local area.

Cllr NH returned to the meeting

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 the payment schedule and approve payment of the invoices detailed:

RESOLVED to approve

- 2) Barclays Bank

- a) To approve Two cheque signatories to sign a request letter for a new cheque book: RESOLVED Cllrs SP & SB to sign request letter and Cllr SP to take to Barclays Bank
- b) Correspondence address for Barclays Bank – to agree temporary change of address and approve signing of request letter: RESOLVED to approve temporary change to Cllr SB address, and Clerk to draw up letter for signing
- c) Bank Correspondence – to receive any latest correspondence and feedback updates: Noted correspondence circulated and no further letters received since response sent on the 20/1/25

SB/SP

VJP

- 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: RESOLVED to approve

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: No issues raised

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

- i) General –

- a) To receive reports on any issues relating to Parish Council Assets: No issues raised

- c) NYC & Highways issues

- i) to receive reports on any issues and decide action as necessary

- a) Clerk reported under delegated powers to NYC grit bins/heaps not filled on Kitter Lane Hutton Mulgrave following resident complaint: Noted
- b) Offset clearing: RESOLVED to thank for works undertaken, but to highlight raised offset/drains that are higher than the road on section of road just after 30mph (when heading to Lythe) where water cannot dissipate

VJP

- c) Briscoe to Alder Park – RESOLVED to acknowledge potholes filled, but advise still significant potholes remain unfixed

VJP

- d) "Meadcroft Lane" (C220/1/10) – RESOLVED to acknowledge potholes filled, but advise rainfall following initial marking of potholes washed off spray marking that led to some potholes not been filled VJP
- e) Ugthorpe Grange – Biggin House: RESOLVED to highlight still outstanding, albeit odd pothole filled VJP
- ii) Note notification received from NYC of various roadworks – noted 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: RESOLVED not to take up offer of undertaking urban grass cutting contract VJP
- d) Grass Verge Cutting (funded by Model Agreement) 2025 season: Noted contractor confirmed will extend 2022 instruction and undertake again at £900+VAT
- e) Tree Planting Project VE Day 80 – to receive update and decide further actions: VJP
 - Prunus Amanogawa x 8 ordered, payment approved on payment schedule for £168.80 inc guards/tie buckles. Clerk arranging collection
 - NYC Planting Licence just received: RESOLVED to request reduction of planting distance from the hedge from 2m to 1m
 - RESOLVED need strong guard posts for saplings
 - Clerk advised S4W team agreed to plant
 - Clerk suggested simple small plaques to attach to guarding posts to commemorate VE Day80 planting – RESOLVED to proceed

12 POLICIES

The following were considered and decisions made as follows:

- a) No policies to be considered

13 CORRESPONDENCE

The following correspondence was received and decisions made as follows:

- 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, NYMNP 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: RESOLVED not to comment

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:

7.00pm-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 8.05pm

Chairman

Dated