

## UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Minutes of the proceedings of the Meeting of Ugthorpe & Hutton Mulgrave Parish Council held on **Wednesday 6 March 2024 at 7.15pm (following the Annual Parish Meetings 7.00-7.15pm)**, 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

Also present were: V J Pitts (Clerk)

**Action  
by**

- 1 APOLOGIES FOR ABSENCE & APPROVE IF REQUIRED**  
Apologies received from Cllr E Jowsey
- 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: None
  - 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

No issues raised
- 6 POLICE MATTERS**

The Police representative was not present, current report read out and noted.
- 7 MINUTES**

RESOLVED to approve the minutes of the Ugthorpe & Hutton Mulgrave Parish Council meeting held on 6 December 2023
- 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 – reported by Clerk under delegated powers: Noted NYC sited bin near seat at the start of January, dog warden to review placing awareness stickers nearby
  - 2) Reporting Footpath Issues: Noted Clerk placed notice on noticeboards providing contact details for residents
  - 3) NYC Highways Water Surface Issues: Noted further feedback received that NYC will deal with the previously reported surface water issues as best as can within the constraints NYC have to work within

**VJP**

## 9 PLANNING MATTERS

The following were discussed and decided upon:

### i) NYMNPA

a) NYM/2023/0741 Woodhall Farm, Ugthorpe – use of land for siting of one glamping pod for holiday letting purposes (retrospective): Noted unable to respond due to deadline and determination date of 11/1/24. No quorate feedback from Cllrs received enabling Clerk to use delegated powers to respond

b) NYMNPA Dark Skies Supplementary Planning Document – noted now adopted by NYMNPA

c) NYM/2024/0022 Meadowcroft Cottage – formation of internal access track with steps. Determination Date 4/3/24: Noted unable to respond due to deadline and determination date. No quorate feedback from Cllrs received enabling Clerk to use delegated powers to respond

### ii) NYC

a) None

### iii) Other Public Body

a) None

## 10 FINANCE

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The following were discussed and decisions made as follows:

1) NYC Model Agreement Monies 2023/2024 balance unspent – to discuss and decide on options to spend outstanding funds before the 31 March 2024: RESOLVED to split £327.90 between St Anne's and Christchurch for burial ground/churchyard maintenance ie £163.95 each

2) To receive the payment schedule and approve payment of the invoices detailed: RESOLVED to approve with the addition of payment to St Annes & Christchurch as detailed above

3) Barclays Bank

a) Bank Correspondence – to receive latest correspondence and feedback updates: Cllr SB advised following last meeting had rung Barclays regarding correspondence received, and was told further forms would be sent out in due course. Noted no forms received to date.

4) To receive latest 2023/2024 bank reconciliation and financial statement – to review and approve: RESOLVED to approve

5) To approve the Asset Register (for inclusion in the AGAR): RESOLVED to approve

6) To note YLCA/NALC advice that S137 expenditure limit for 2024/2025 is £10.81 per electorate: Noted

## 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: Cllr EJ not present to provide update. No issues raised.
  - ii) Various footpath issues reported December 2022: Noted update from NYMNPA that working through list, with a lot of issues landowner responsibility. Footpath 18616 (near Primrose Farm) access improvements to be undertaken as part of conservation grant work. Bridleway 18145 (near Loose Howe) cleared vegetation to open route up
  - iii) Note 14/12/23 received NYC Confirmed Order Notification for Highways Act 1980 Public Path Diversion Order Application SCAR-2020-01-DO Mulgrave Farm (Bridleway No 30.53/034 & 30.53/031) and Clerk placed on noticeboards as requested by NYC: Noted
- b) Monitoring of Assets – to receive information on the following:

#### i) General –

- a) To receive reports on any issues and decide as necessary: Cllr SB advised following:
  - Seats: Mill Hill top seat has a broken lat but all other seats fine and in good order
  - Noticeboards – all fine
  - Pinfold – noted fallen branch now gone, otherwise all fine
  - Bus Shelter – all OK, but interior a little worn

RESOLVED Clerk to liaise with S4W team re Mill Hill top seat

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- ii) Retrospective Street Furniture & Tree Licences: To receive update on legalising assets in NYC verges due to no licences in PC records, when reviewed before archiving, and following confirmation that none held by NYC: Clerk advised that following meeting with NYC, retrospective street furniture and tree licences in progress for items indicated on Asset Register and currently waiting NYC approval/signing. Noted photos of assets now on website.

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- iii) PC Noticeboards – obtaining key held by third party & retention by Cllr SP as spare keyholder: to receive update: Noted now completed
- iv) Pinfold – fallen tree branch: Noted under delegated powers Clerk requested S4W team to remove and site next to origin tree. Branch now removed.

### c) NYC & Highways issues

- i) to receive reports on any issues and decide action as necessary: RESOLVED to report to NYC following:

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- 30mph sign at bottom of village (Broom House Lane) faded
- Flood marker at ford between Alder Park/Briscoe broken
- Road from Low Farm -> Rock Head, Hutton Mulgrave – potholes
- Road near Briscoe Farm, Hutton Mulgrave – potholes
- Issues raised at APM relating to litter and road markers at A171 junction

- ii) Highway Asset Management Correspondence Urban Grass Cutting 2024/25: to consider increased offer from 7.5pence per m2 to 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 progress

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- d) Grass Verge Cutting (funded by Model Agreement) 2024 season - to decide whether to go out for quotations for 2024 season based on instructions for 2022 season: RESOLVED to proceed with instructions for 2022 season, noting biodiversity compliance with "No Mow May" principles. Due to uncertainties of Model Agreement Funds in 2025/26 RESOLVED to extend contract again to 2024 if price remains at 2022 quote, otherwise to go out to tender.

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## 12 POLICIES

The following were considered and decisions made as follows:

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- a) To review and adopt the Biodiversity Policy (YLCA Model Template): RESOLVED to adopt
- b) To review and adopt the Vexatious Policy (YLCA Model Template): RESOLVED to adopt

**13 CORRESPONDENCE**

The following correspondence was received and decisions made as follows:

- i) For Information
  - a. Noted general correspondence circulated to Cllrs
  - b. Various emails from YLCA circulated to Cllrs
  - c. Various emails from NYC circulated to Cllrs
  - d. Three information requests by same MOP on various issues during Dec 23 & Jan 24, circulated to Cllrs together with Clerk responses
  - e. Request by UVCF Treasurer for PC support to their application for funding to take on lease of St Anne's Hall – circulated to Cllrs together with Clerk response that requested further clarification
  - f. PC Website/Noticeboards – Clerk updated with various consultations and information received from third parties
- ii) For Decision
  - a) None

**14 DATE OF NEXT MEETING**

**VJP**

i) To decide and confirm the date of the next 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 (3/5/23):

RESOLVED the next 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

Meeting finished at 8.18pm

Chairman

Dated