

## UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Minutes of the proceedings of the Meeting of Ugthorpe & Hutton Mulgrave Parish Council held on **Wednesday 6 September 2023 at 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, N Henderson & E Jowsey

Also present were: V J Pitts (Clerk)

### Action by

- 1 APOLOGIES FOR ABSENCE & APPROVE IF REQUIRED**  
Apologies received from Cllr J A Gallon.
- 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**  
To consider the following and decide actions where necessary
  - 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
  - a) Trees past the pond near Barry Bank Farm overhanging/obstructing highway - Clerk to report under delegated powers **VJP**
  - b) Road end at The Hermitage previously repaired but now broken up/raised and no longer fit for purpose – Clerk to report under delegated powers **VJP**
  - c) Potholes on road from A171 to Lealholm going past Woodhill House – Clerk to report under delegated powers **VJP**
- 6 POLICE MATTERS**  
The Police representative was not present, previous monthly reports received circulated, current report read out and noted.
- 7 MINUTES**  
RESOLVED to approve the minutes of the Annual Meeting of the Council and the ordinary Ugthorpe & Hutton Mulgrave Parish Council meeting held on 3 May 2023 **VJP**
- 8 REPORT ON MATTERS ARISING FROM PREVIOUS MEETING**  
The following ongoing issues that required action at the last meeting were considered, discussed and further action decided where necessary
  - 1) No issues

## 9 PLANNING MATTERS

The following were discussed and decided upon:

### i) NYMNPA

a) NYM/2023/0412 – Low Moor House – variation of Condition 7 NYM/2020/0206/FL gates to be set back 6 metres rather than 12 metres. Determination Date 23/8/23. Under delegated authority and following quorate feedback from Cllrs, Clerk advised NYMNPA No Objections to this application

b) NYM/2023/0447 Ugthorpe Grange – siting of 2 cabins for use in connection with equestrian holidays with associated parking and package treatment plant. Determination Date 5/9/2023. Under delegated authority and following quorate feedback from Cllrs, Clerk advised NYMNPA No Objections to this application

c) NYMNPA Parish Training Event 10/10/23 – details TBC – to decide if Cllr to attend: RESOLVED no-one to attend

### 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

## 10 FINANCE

VJP

To consider the following and decide actions where necessary

1) To receive the payment schedule and approve payment of the invoices detailed:

RESOLVED to approve

2) Barclays Bank

a) Bank Mandate – to receive update on adding approved cheque signatories of Cllrs SP & EJ: Following correspondence received in May requesting further information, passed to Cllrs SP & SB to action, and in August advising of potential account closure due to inaction, Cllrs SP & SB reported they had now visited the branch and contacted Barclays by phone. Cllr SB reported that closure notice removed and account now active.

RESOLVED to put on hold completing latest correspondence received in August asking for all Cllrs/Clerk personal details until update notification received from Barclays following Cllrs SB/SP submission of information.

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

## 11 PARISH MAINTENANCE

VJP

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: Noted outstanding issues from previously reported problems with parish footpaths. Clerk to re-highlight urgency of two snap gate posts near Primrose Farm that cannot close and are broken.

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

#### i) General –

a) To receive reports on any issues and decide as necessary: None

ii) To receive report from Cllr SB on annual maintenance assessment of Assets: Cllr SB reported that all OK apart from seat at Buff Head corner overgrown with vegetation. RESOLVED Clerk to ask S4W to see if can trim back

iii) Mill Hill Seat front lat replacement/painting – undertaken by S4W: Clerk reported now completed with final coat today, delay due to team leader been out of action for several weeks

iv) Pinfold wooden log seat repairs – completed by S4W: Clerk reported completed.

v) Bus Shelter Graffiti removal/general clean + tidy – completed by S4W: Clerk reported completed but noted that litter once again left in shelter. Clerk under delegated powers to ask if S4W can tidy when passing

vi) PC Noticeboards Ugthorpe & Hutton Mulgrave – Perspex replacement: to receive update on replacement work - noted Clerk under delegated authority authorised replacement at cost of £177.12+VAT

vii) PC Noticeboards – key held by third party needs to be taken back in hand: RESOLVED Cllr SP to obtain key and retain as spare keyholder

### c) NYC & Highways issues

i) to receive reports on any issues and decide action as necessary: None

ii) Noted received and circulated various road closure notices from NYC

iii) Noted under delegated powers Clerk reported potholes on Barry Bank/Grange Road following contact by Cllr (NYC ref: CAMS issue number 74089 – Surface potholed, Scarborough\Ugthorpe\ 30.53.U2297.30)

d) New community noticeboard – open access: to receive update on installation on “The Common” – undertaken by S4W: Clerk reported noticeboard up, and today S4W had put in supporting stakes due to “wobble” and filled in post holes. Concern raised about locking mechanism - RESOLVED Clerk to put up instructions and then monitor. Noted Clerk had ordered ‘Coronation’ lettering (approved under payment schedule of £60 + VAT).

## 12 CORRESPONDENCE

The following correspondence was received and decisions made as follows:

### i) For Information

a. To note general correspondence circulated by email to Cllrs

b. Various emails from YLCA circulated to Cllrs

c. NYMNPA circulated Forestry Commission’s Public Consultation Register for felling Ref FL 012 785 2023 (Grid ref NZ 8331 0894) – parish council unable to respond as deadline 25/5/23

d. Note receipt of NYC Parish Charter

e. NYC Draft Destination Management Plan Public Consultation – deadline 31/8/23 – parish council unable to respond to deadline, but put on website for general awareness and circulated to Cllrs

f. Note NYC Managing Speed Limit Strategy received and circulated to Cllrs – link to proposals on PC website

### ii) For Decision

a) NYC Local Transport Plan Consultation – to decide if to respond and how to respond: RESOLVED no comment.

**13 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 meetings are:

7.15pm Wednesday 6 December 2023 at Meadowcroft Ugthorpe Ltd, Ugthorpe, YO21 2BL

7.00pm-7.15pm Wednesday 6 March 2024 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 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 8.12pm

Chairman

Dated