

## UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Notice is hereby given that a Meeting of Ugthorpe & Hutton Mulgrave Parish Council will be **held at 7.15pm, on Wednesday 3 December 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) To resolve to exclude press and public for Item 11/9 due to the nature of the business to be transacted being prejudicial to the public interest
- 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 any recent meetings/events (if applicable)
    - b) NYMNPA Annual Parish Training Event Wed 22/10/25– to receive feedback
  - ii) To receive reports from Unitary Councillor on relevant items – if applicable
- 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 3 September 2025 and the EO Parish Council Meeting on the 29 September 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
  - 2) NYMNPA Footpaths – to note feedback that reported issues from 3/9/25 meeting are being investigated and the Area Ranger will work with landowner to resolve
- 9 PLANNING MATTERS**

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

  - i) NYMNPA**
    - a) NYM/2025/0683 – Holly Cottage, Postgate Way – application for variation of Condition 2 of planning approval NYM/2023/0668 to allow change from local occupancy to principal residence
    - b) NYM/2025/0696 Low Farm Kitter Lane – listed building consent for installation of replacement slimline double glazed timber windows and timber doors
    - c) NYM/2025/0553 Allerton Head – listed building consent for installation of replacement slimline double glazed timber windows and timber exterior doors together with French drain and internal alterations comprising of but not limited to insulation works, plastering, alterations to fireplaces, removal stud walls to first floor and construction of partition walls
  - 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 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
    - b) To note new laptop in operation – asset register amended
    - c) To decide on taking old laptop to waste recycling site, with hard drive (removed already) to be stored with Chairman
    - d) To discuss and decide on changing email address to [info@ugthorpeparishcouncil.org.uk](mailto:info@ugthorpeparishcouncil.org.uk) – offered free as part of website provision in order to meet SAPPP Proper Practices
- 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

## 11 FINANCE

To consider the following and decide actions where necessary

- 1) To receive the payment schedule and approve payment of the invoices detailed
- 2) To receive latest 2025/26 bank reconciliation & financial statement – to review and approve
- 3) To note receipt of the 2<sup>nd</sup> instalment of the 2025/26 Model Agreement Monies of £1170.75 – reduced from £1235.33 due to shortfall in expenditure in 2024/25 of £64.58
- 4) To discuss and decide how to spend any outstanding Model Agreement Funds for the 2025/26 financial year – **To be on March 2026 meeting**
- 5) 'Model Agreement' – to note latest update and outcome from NYC Executive Meeting 21/10/25 stating that there will be no equivalent Model Agreement funding from 2026/27 financial year ie no funds for grass verge cutting, seat maintenance or cemetery/burial ground maintenance
- 6) NYC Approved Policy on Election Recharges – to note NYC has revised policy for uncontested/contested scheduled elections and by-elections and needs to be accounted for in Budget
- 7) To receive, consider and decide on the updated 3 year Budget
- 8) To review and decide on the 2026/2027 Precept

### PRESS AND PUBLIC TO LEAVE THE MEETING

9) Barclays Bank

- a) Bank Correspondence – to receive latest correspondence, feedback updates and to make any decisions on the bank mandate when applicable or required by the bank

### PRESS AND PUBLIC TO REJOIN THE MEETING

## 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. Various emails from NYMNPA circulated to Cllrs
  - e. 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) Cllr SP request for inclusion on agenda: to discuss and decide on whether to revert to email only agendas/meeting papers (hardcopies to share at meetings) rather than posting out meeting papers

## 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)

7.00pm-7.15pm Wednesday 4 March 2026 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 6 May 2026 at Meadowcroft Ugthorpe Ltd, Ugthorpe, YO21 2BL for the Annual Meeting of the Council followed by the ordinary Ugthorpe & Hutton Mulgrave Parish Council Meeting

Signed:  Pitts (electronic signature)