

**NOTES OF ACTIONS APPROVED BY RUFFORTH WITH KNAPTON
PARISH COUNCIL HELD BY EMAIL WITH THE CLERK IN LIGHT OF
CORONAVIRUS CRISIS
4 MAY 2020**

COUNCILLORS RESPONDING:

Cllr P Rollings (PR) Chairman	Cllr Mrs J Wright (JW)
Cllr A Mate (AM)	Cllr Mrs A Powell (AP)
Cllr M Reynolds (MR)	Cllr J Flynn (JF)
Cllr Mrs H Butterworth (HB)	Cllr N Murray (NM)
Ward Councillor Anne Hook (AH)	

013 Notes of previous meeting: All were happy with the notes of actions taken 6 April 2020

014 Ward Councillor's Comments:

The weekend immediately before LockDown, leaflets were delivered throughout the ward. As well as setting out the rules we all have to follow nowadays, they asked for people to look out for their neighbours and gave two important email addresses:

- volunteering@york.gov.uk for people who would like to volunteer to help during the current crisis; and
- covid19help@york.gov.uk for any vulnerable people who do not have access to support but might need help because of the impact of Covid-19

Alternatively people could ring 01904 551550 to either volunteer or get help. The leaflet also gave AH's email and phone numbers (Cllr Barker has been called up for military service, so will be unavailable for most of the time) so anyone can contact AH at any time.

Unfortunately, Lockdown was announced before all the Rufforth leaflets were delivered, but a pile was left in the village shop.

This crisis has seen the wonderful community spirit flourish and I hope that it will continue to shine through throughout the crisis, with neighbours looking out for the vulnerable to ensure everyone gets through this difficult time.

In addition to help for vulnerable residents, there are measures to help businesses, with the Council distributing grants both directly and on behalf of the government, and other financial relief is being provided.

Information from the City Council is now being delivered by Royal Mail to every household. This gives all the important phone numbers, email addresses and websites and sets out how council services have had to be modified to include measures to ensure social distancing for all council employees and the public.

015 Accounts for year ending 31 March 2020:

The Clerk presented the year end accounts to councillors by email. The attachments included the Summary of Accounts, the Balance Sheet, the Bank Reconciliation, the Explanation of Variance between 2018/2019 and 2019/2020 together with more detailed Income and Expenditure variance sheets with amounts

and a copy of the Asset Register. Councillors were happy with these but this will need ratifying at a proper meeting of the council.

016 Finance:

We had £437 into the Burial Ground, purchase of a double cremated remains plot. CYC had also paid the first half of the Precept, £5450.

Councillors were happy for the following invoices to be paid:

Clerk's salary + burial ground fees £441.03

BHIB Insurance £653.16 + £56 for Data Breach response

Village Emergency Telephone system for the Defibrillator inc VAT £120

Paid already to C Simpson for the Pinfold £2628.00 inc. VAT for materials he had already paid for. This payment has come out of the National Heritage Grant already received by the council.

All these payments would be ratified at a proper meeting of the council.

The Clerk produced an up to date financial report for councillors. A copy is in the minute file.

The Parish Council is now doing its banking online as it is difficult doing banking our usual way during the current situation. It was agreed that it was more secure than telephone banking and appeared to be working well. The Clerk and Chairman both have access. This will ensure that we can carry on without any difficulty if either fall ill and it means accounts are being checked by another person each month. A copy of the month end bank statement will be presented to all councillors for ratification.

017 Burial Grounds:

The Burial Grounds are now open to people wishing to visit, signs have been removed. Social distancing should be followed. Funerals will be limited to 5 mourners.

018 Planning:

There had been no new planning applications but the following had been approved:

15 Bradley Crescent for single storey side extension (20/00316/FUL);

20/00203/FUL 18 Southfield Close, Rufforth for 1st floor side extension, single storey side and front extensions and installation of side window to first floor of existing house, gable and render finish to front elevation of extensions, solar panels to rear and increase width of window to ground floor of side elevation of side extension; 20/00307/TPO Rufforth Manor to fell Lime Tree and prune Beech;

20/00096/FUL Apple Tree Cottage, Rufforth for single storey side extension

The Clerk followed up on the concerns raised by a resident re. the new house behind Orchard Vale, recently built, with Andy Blain, CYC Enforcement. They are extending the garden into the Green Belt.

019 Virtual Meetings:

New guidelines have been introduced on virtual meetings, the difficult bit is allowing public access to them. The Clerk was already carrying out virtual meetings with other organisations and family via Zoom and Skype Business, she had found Zoom much better. If necessary, the Clerk could update the Zoom account to allow her to invite councillors to a meeting over 40 mins long. Cost £11.99 a month but

could stop payments once we were back in the Village Hall. Depending on government guidance at the time it may be necessary to hold a virtual meeting in July in order to comply with audit requirements.

020 Garden Waste Collections:

The Parish Council had reconsidered the idea of a skip for garden waste following a request from a resident. Council had agreed that it would not be appropriate at the current time as we would be in contravention of Government Coronavirus regulations which state you should only leave your home:

- To shop for basic necessities
- To travel to work if you cannot work from home
- To exercise once a day

The council would continue to pursue CYC to resume collections as soon as practically possible.

021 Dog Bins:

CYC appeared to still be emptying dog bins and certainly had on the new cycle path by the cattle crush and on Southfield Lane. One councillor had observed that two dog bins by the gun club were overflowing and very unpleasant. The Clerk had informed CYC but these were not on the actual Bridleway between Rufforth and Knapton and had not been put in by the Parish Council. CYC responded very quickly and they were emptied.

022 Coronavirus updates:

A regular update on issues relating to the current Coronavirus crisis has been sent out on a regular basis via the email circulation list and has also been copied and forwarded by Frank at the shop to his circulation list. Positive comments have been received.

023 Date of next Update notes/ Next Meeting of the Council: 1 June 2020

Addendum:

On 6 May 2020 the Clerk received the planning application for Wheatlands. Anyone wishing to view this application can look on the CYC Planning Portal and search 20/00752/FULM. This site is on land at Boroughbridge Road, West of Trenchard Road and is for the erection of 60 affordable homes. The site is within the Green Belt.