

# RUFFORTH WITH KNAPTON PARISH COUNCIL

## ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD BY ZOOM ON TUESDAY 4 MAY 2021

### AGENDA

- 026 Public Comments:** an opportunity for members of the public to comment on the agenda or to bring matters to the attention of the Council.
- 027 Election of Chairman**
- 028 Apologies and reason for absence:** to accept apologies and reason for absence
- 029 Declarations of Disclosable Pecuniary Interest (not previously declared):** to be declared on any items of interest below
- 030 York Community Woodland:** Laura Redhead, CYC, to update the council and answer any questions.
- 031 CYC Recycling Survey:** Cllr. Paula Widdowson to answer the Parish Council's concerns and comments. If she is not able to be present a decision will be taken on finding a meeting time.
- 032 Election of vice-chairman**
- 033 Election of Representatives:**
- |   |                |
|---|----------------|
| John Hawkins Trust                                | YLCA           |
| Harewood Whin Liaison Meetings                    | Burial Ground  |
| Knapton Recreation Ground                         |                |
| Cycle Track                                       | Ward Committee |
| Neighbourhood Watch:- 1.Rufforth 2. Knapton       |                |
| Sand Dykes & Pond, Rufforth                       |                |
| Rufforth Playing Field association Representative |                |
- 034 Minutes of Parish Council meeting held on 12 April 2021:** to be agreed and signed as a true record.
- 035 Ward Councillors Comments and Reports:** an opportunity for Ward Councillors to raise any matters concerning the Parish.
- 036 Clerks Report:** update to the council on outstanding issues arising from previous minutes
- 037 Annual Return for the Financial Year ended 31 March 2021:** to agree the Annual Governance Statement as a true reflection of the governance of the parish council
- 038 Annual Return for the Financial Year ended 31 March 2021:** to agree the Accounting Statements for 2020/21 and the Bank Reconciliation.
- 039 Internal Auditor:** to agree James Mackman as the Internal Auditor for year ended 31 March 2021

**040 Planning Matters:**

- 21/00358/FUL Field North of Hannam Lane Wetherby Road Rufforth for erection of an agricultural building: Approve Planning permission
- 21/00333/FUL Smawith Mill Lane Rufforth for extension to existing detached garage to form workshop and double carport: Application withdrawn
- 21/00796/FULM Land to the South of Northminster Business Park for erection of distribution facility (use class B) including formation of vehicle access onto Glaisdale Road: Comments to be back to CYC by 17 May 2021

**041 Finance: Monthly report**

- a) To ratify following payments:
- |   |          |
|---|----------|
| CYC for Knapton Recreation Field Rent   | £ 133.82 |
| Village emergency telephone system yr 4 | £ 120.00 |
| BHIB for Parish Council insurance       | £ 660.19 |
| CM Marketing Solutions                  | £ 135.00 |
| Clerk: April salary + burial fees       | £ 636.37 |
| Falon nameplates for memorial plaque    | £ 140.46 |
- b) Payments Received:
- |                                      |          |
|--------------------------------------|----------|
| Invoice 238 NBG Burial               | £ 900.00 |
| Invoice 239 BG Burial in double plot | £ 250.00 |
- c) Funds Available:

**042 Burial Grounds:**

- a) Report on Burials:  
b) Maintenance in Burial Grounds:

**043 Website:**

- To agree whether to retain CM Marketing to post news on the website
- To agree any additional content

**044 AJ1 Project Road Safety Fund:**

- Cllr Murray to update
- Signs to reduce speed "20's plenty"

**045 Delegation to the Clerk:**

To agree that the Council empowers the Clerk/RFO to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings to prevent the authority from incurring liability during the period that the delegation is applicable. That period being from the date of this meeting until such time as it is safe to meet face to face.

**046 Rufforth:**

- Allotments: Update from Cllr Rollings
- Rufforth White Painted gate: Cllr Reynolds
- The Ridings: Cllr Mrs Wright
- Benches for Rufforth to Knapton PROW

**047 Knapton Recreational Field: Update Cllr Flynn**

**048 Representatives' Reports:** To receive reports on meetings councillors have attended:

- a) Rural West York Team and residents Forum Meetings  
b) York Branch Yorkshire Local Councils Association  
c) Yorwaste Liaison Group

- 049 Minor Matters and Items for the Next Agenda:** opportunity for councillors to ask for items to be placed on the next agenda
- 050 Date of next meeting:** Monday 5 July 2021 in Rufforth Village Hall starting at 7.30 p.m.

**\*For fifteen minutes before the meeting starts members of the public who have registered their wish to speak regarding an item on the agenda can do so. Each resident will be allowed a maximum of three minutes. Anyone who wishes to register or requires further information is requested to contact the Clerk as above. The deadline for registering is 6.00pm on Friday 30 April 2021.**

To Join Zoom Meeting

<https://us02web.zoom.us/j/9892138880?pwd=ZnQrYzFNZnBrcit0bnJOL2hWb3JzUT09>

Meeting ID: 989 213 8880

Passcode: rkpc6459

Mrs Stephanie Warden, Parish Clerk: Tel: 738751  
Email: clerk@rufforthwithknpton-pc.gov.uk