

**MINUTES OF RUFFORTH WITH KNAPTON PARISH COUNCIL
MEETING HELD IN RUFFORTH VILLAGE INSTITUTE ON MONDAY 5
JULY 2021 AT 7.30pm**

Present: Cllr Peter Rollings (PR) Chairman; Cllr Anne Powell (AP) Vice Chairman; Cllr Andrew Mate (AM); Cllr Nick Murray (NM); Cllr Mark Reynolds:

In Attendance: Ward Cllr Anne Hook (AH) and the clerk, Stephanie Warden

051 Public Comments: There were no members of the public present.

052 Apologies accepted: Cllr Jane Wright and Cllr John Flynn:

053 Declarations of Disclosable Pecuniary Interest (not previously declared): There were no declarations of interest on the agenda items.

054 Minutes of the Annual Meeting of the Parish Council held on 4 May 2021: The minutes were proposed by AP, seconded by NM, agreed by all and signed by the Chairman.

055 Ward Councillors Comments and Reports:

- Green Bins: AH had been inundated with calls regarding uncollected green bins. There was a countrywide shortage of HGV drivers, during lockdown York Council had diverted bus drivers to the bin collections but they were now back driving buses. 2 new drivers had been recruited but York Covid cases were increasing with many having to self isolate which was causing problems with the drivers they had.
- The repairs to Bradley Lane road surface were good.
- Cllr John Flynn had been disappointed with the grant received for the Knapton Play area and was hoping to receive £5000 from the Ward, this was noted by AH.
- The Consultation on the Local Plan was due to close on Wednesday 7 July. The Green Belt was exactly as it was before and PR had responded on Housing needs and the Green Belt and said he felt the consultation had been conducted lawfully.
- The planning application for a site for DPD on Northminster Business Park had been approved. Although this was in the Green Belt it had been allocated for business use in the Local Plan.
- York Community Woodland: Dignitaries from the Forestry Commission had been to see the site and were enthusiastic about the project.

056 Clerks Report:

- PROW The Avenue to Bradley Lane: the clerk had received a phone call from Richard Hoyland, CYC PROW officer. He realised that this needed to be picked up again and assured the clerk that he would look into it.
- White Painted Gate at entrance to Rufforth: this is to be taken out and taken away.

057 Internal Audit Report:

The Clerk had met with the Internal Auditor, his report is in the minute file. All was satisfactory and the papers have now gone to the external auditors, PKF Littlejohn LLP.

058 Planning Matters:

- 21/01204/FUL 5 New House Covert Knapton for single storey extension to front, partial garage conversion to living accommodation, alterations to ground floor doors/windows to rear, 1 rooflight to front and 1 rooflight to rear: there were no objections to this extension
- 21/01307/FUL Ash Farm Yard Bradley Lane Rufforth for Change of use from agricultural building to storage and distribution (use class B8) in connection with the storage of scaffolding – retrospective, resubmission: this was a resubmission following enforcement. PR and NM had been invited by the landowner to visit the site, this they had done but were disappointed that there was no one from the scaffolding business at the meeting. The submitted traffic report ensured that visibility splays and traffic speeds at the exit/entrance onto Bradley Lane indicated that these were all in line with necessary criteria but that would need to be ratified by CYC planning officers who will be qualified to interpret the finer detail. Similarly, the noise survey would need to be studied and agreed by CYC. The method for storing and loading of scaffolding has changed to lessen the noise. There had also been concerns that it was for Class B8 use (general storage and distribution) but it was not big enough to function as a larger business.

The working hours in the planning application were 7am – 7pm Monday to Friday, 7am – 2pm on a Saturday and 9am - 2pm on a Sunday.

It was agreed that due to all the above and that it did not go against the Neighbourhood Plan we would not object but would ask for safeguards.

Enforcement issues:

- Fairview, Rufforth - non compliance with conditions of approval, the hedge that had been grubbed out had not been replaced as it should have been. The Clerk had reported this to Enforcement.
- Stables Bland Lane Knapton: the owners of the field had not applied for planning permission for their menage which had been built up higher than the neighbouring land causing flooding and sand blown into their properties. It did not appear to have any drainage and they were not complying with the conditions set out to alleviate odour from the site. The Clerk had been passing the complaints to enforcement and it was an ongoing problem. The Clerk would forward the correspondence on to AH.

059 Finance: Monthly report

a) The following payments were ratified:

CM Marketing Solutions (May)	£ 60.00
Clerk: May salary + burial fees	£ 732.37
Footpath sign “no cycles” reimbursed to Cllr J Wright	£ 42.00
J Mackman for Internal Audit	£ 80.00
AJT Garden Services for grass cutting etc.	£ 930.00
Clerk salary + burial fees (June)	£ 696.37
Clerk’s expenses April – June ¼	£ 121.90

b) Invoices for approval: PAYE ¼ £108.60 less £90.50 overpayment was approved £ 18.10
£60 to CM Marketing Solutions Ltd for the website was approved £ 60.00

c) Payments Received:

Invoice 240 NBG Reservation x2 plots	£1800.00
Invoice 241 BG memorial fee	£ 150.00
Invoice 242 NBG Burial + Plot	£1600.00
Invoice 243 BG 2 nd inscription on memorial	£ 50.00
Invoice 244 for 2 nd inscription on a memorial	£ 50.00

d) Funds Available: £ 16,174.85

AM proposed that council carry on with online banking with all the checks in place and PR seconded. All were in agreement.

060 Burial Grounds:

- a) Report on Burials: There had been one burial during June
- b) Maintenance in Burial Grounds: NM proposed that council ratify the decision taken by the Clerk under delegated powers, with advice from councillors, to renew the French Drain and the surface of Southfield Lane between the Formal and Natural Burial Grounds. This was seconded by HB and all agreed. The arisings pit had been dug out.
- c) PR reported on his meeting with the landowner and potential next steps. After discussion on what would and would not be acceptable NM proposed that council should go ahead to the next stage, HB seconded and all agreed.

061 Website: Council had received a report from CM Marketing Solutions Ltd. This showed fewer hits than previously but there had been fewer contentious issues during June. The burial grounds and news were the most visited. The clerk had dealt with several emails that had come through from the website.

062 AJ1 Project Road Safety Fund: NM reported that Ben Potter (CYC) just needed a price to sink a couple of posts in the ground. NM would keep pushing it along. There was a need to look for a volunteer to administrate speedwatch, NM would put this on the Village Facebook page and on the website. NM was also due to submit another quarterly report and was in the process of drafting this out.

063 Rufforth:

- Allotments: The planning application had not yet come out for consultation, the planning department needed more information before sending it out.
- Benches for Rufforth to Knapton PROW – NM would follow up on this.
- Pond: this would go on the next meeting agenda as nothing could be done until the Autumn.
- Rufforth Pinfold: Someone had misguidedly cut the grass in the Pinfold and cut down all the wildflowers that had been planted. Cllr Wright had seen the person involved to explain that the grass should not be cut.

064 Knapton Recreational Field:

RwKPC 05.07.21

PR spoke for Cllr Flynn who was trying to get extra funds through CYC and the Ward Committee.

065 Representatives' Reports:

a) Rural West York Team and residents Forum Meetings: AH said that hopefully they would be able to hold a meeting shortly.

b) York Branch Yorkshire Local Councils Association: Julian Sturdy MP had given a report in writing as had to attend Parliament. The Parish Council Charter had still not been put forward for approval.

c) Yorwaste Liaison Group: the next meeting would be 9 August at 2pm, The venue would be decided nearer the time.

d) Rufforth Playing Fields Association: The AGM had been the last week and they were hoping to get some funding for the play area. More football clubs had signed up so they were doing well. They had been speaking with the neighbouring landowner regarding signage at the entrance on Wetherby Road. They were also looking to put a defibrillator in at the Pavillion. The Boroughbridge Road appeal is being heard this week. CYC will defend their position strongly.

066 Minor Matters and Items for the Next Agenda:

To go on the next agenda: The day closure of the permissive cycle path and a first aid/defibrillator course also Noticeboards.

067 Date of next meeting: Monday 6 September 2021 in Rufforth Village Hall starting at 7.30 p.m. NM offered his apologies.

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