

**MINUTES OF THE RUFFORTH WITH KNAPTON PARISH COUNCIL
MEETING HELD IN RUFFORTH VILLAGE INSTITUTE ON MONDAY 7
MARCH 2022 at 7.30pm**

Present: Cllr Peter Rollings (PR) Chairman; Cllr Anne Powell (AP) Vice Chairman; Cllr Nicholas Murray (NM); Cllr Andrew Mate (AM); Cllr Jane Wright (JW); Cllr John Flynn (JF)

In Attendance: 2 members of the public and the Clerk Stephanie Warden (SW)

039 Public Comments: There were two members of the public present. PR said he would allow them to speak on the planning application 21/02503/FUL for 3 minutes under planning on the agenda despite not having registered to speak.

040 Apologies and reason for absence: Cllr Helen Butterworth (HB); Cllr Mark Reynolds (MR) and Ward Cllr Anne Hook (AH).

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

042 Minutes of the Meeting of the Parish Council held on 7 February 2021: AM proposed the minutes as a true record, AP seconded and all agreed. The minutes were signed as a true record.

043 Ward Councillors Comments and Reports: An email had come from AH asking if we would like to pilot the non use of glyphosate in the treatment of weeds in the parish. As it was rare to see any weed treatment being done in the parish it was seen as not worthwhile.

044 Clerks Report: update to the council on outstanding issues arising from previous minutes

- Knapton Drains: Jim Cavanagh (CYC highways drainage) had got back to the Clerk very promptly and set men on the job of clearing the drains. JF was not sure if they had been done but would get back to SW if needed.
- Noticeboard, Knapton Green: The Clerk would be following this up.
- Post box: it would be the back end of June before we knew for certain whether the Post Office was going to replace the box, we would follow up on it at that time.

045 Planning Matters:

- 21/02661/FULM Land to the East of Middlewood Close, Rufforth for the erection of 21no. dwellings and associated works: There had been a visit from Highways to look at the parking and possible entrance at the back of the school. PR and NM had been present, along with a school governor, and reported a very thorough inspection at school dropping off time. Highways said there was a piece of land on Middlewood Close owned by Highways where an entrance could be put into the school. The School Governors had subsequently met and decided against the

option of a side entrance into the school. There is a national calculation for the provision of school crossing patrol persons and a side entrance might influence future recruitment decisions. The plans were in place for surface water drainage and technical issues are being pursued by CYC. Surface water would drain in different direction to surrounding properties. The Parish Council had written to Yorkshire Water re. the Sewerage and detailing the number of times the jet tankers had been out to unblock the drains. The Parish Council will continue the dialogue on drainage concerns with Yorkshire Water. AM was concerned about the infrastructure in the Green Belt. CYC has defined the area outside the planned site as Green Belt in the Local Plan.

- 22/00248/FUL Recreational Field Adjacent New House Covert for Erection of Play Equipment: it had been agreed at the last meeting to support this planning application.
- 21/02503/FUL Hazel Cottage Wetherby Road Rufforth for erection of 3no. new dwellings after demolition of existing dwelling: A resident of Southfield Close spoke. Whilst he supported the application he was concerned about the height, mass and parking provision. Car parking being the biggest concern. There was concern over visitor parking and manoeuvring in and out of the site.

The applicant said that the properties were 2 storeys with a room in the roof and that CYC planning said that only one parking place should be provided for 2 bedroom properties. Councillors raised concern on this point and the issues of parking. After some discussion PR proposed that the parish council did not object in principle but had concerns re. parking and height. The Neighbourhood Plan welcomed this type of housing.

York Local Plan update: The York Local Plan has been postponed for a few weeks because of health issues of one of the Inspectors.

046 Finance: Monthly report

a) The following payments were ratified after PR proposed them and NM seconded and all agreed:

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| Clerk: February salary + burial fees | £ 624.37 |
| CM Marketing Solutions for website | £ 60.00 |
| Cllr Butterworth for Postcrete | £ 5.90 |
| Planning fee AOD/22/00050 to CYC for allotments | £ 116.00 |
| Hawthorn Landscapes for work to Parish Garden | £ 250.00 |
| Falon Nameplates Ltd for memorial plaque | £ 155.04 |
| S Warden for renewal Fasthosts Standard Email | £ 22.79 |
| C&R Simpson Builders for fitting 3x benches | £ 432.00 |
| Cllr Flynn for plan for planning application Play area | £ 21.00 |
| CYC for Planning fee for Knapton Play Area | £ 132.00 |
| York Bus Forum Subs | £ 15.00 |

b) Payments Received:

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| Invoice 251 for memorial plaque | £ 250.00 |
| Invoice 253 for 2 NBG crem. plots + 1 interment | £1050.00 |
| From Rufforth WI for work to Parish Garden | £ 125.00 |

There had also been £450 into the Natural Burial Ground on 1 March.

The Clerk had also submitted a VAT reclaim for £1067.70

c) Funds Available: £3029.00

LGA had agreed on a pay award of 1.75% due 1 April 2021. PR proposed that the Clerk should receive this back dated to 1 April 2021, all were agreed. PR took the opportunity to thank the Clerk for all her work.

d) Banking/Investment Policy: this would be left to the June meeting.

047 Burial Grounds:

- a) Report on Burials: there had been one interment of ashes the Friday before the meeting and a full burial on 24 March.
- b) Maintenance in Burial Grounds: HB had done quite a bit in the burial grounds since last meeting.
- c) Following the consultation it appears that the proposed new rules would not be implemented by DEFRA for small existing cemeteries.

048 Website: NM would ensure a link to the new shop owners' website on the website.

049 Rufforth:

- Milestone: NM was happy to leave this off the agenda until he felt it necessary to put it on.
- Parish Garden: Neighbours are wanting to put a low fence across the back of the garden. PR and JW will meet with them to agree where the boundary is.
- Rufforth Village Map: It was decided not to go ahead with this.
- Allotments: Driveway into the site, parking area and water are all done. Plots are not yet fenced etc. Planning approval for one large secure shed and no individual sheds has been gained. This is likely to cost £5000 + installation so c. £6000 + £1500 for a concrete base. The Ward Councillors have approved a Ward Grant of £5000 but it had not yet been signed off. PR proposed that the balance was funded by the PC from reserves. The lease from CYC is at a peppercorn rent The Parish Council has agreed with the Allotment Association a rent of £500 per year which would be used to repay reserves. This was accepted and agreed by council.

050 Knapton Recreational Field, Play Area: JF reported that a leaflet drop was carried out some time ago to every Knapton resident about the Recreational Field. The Field had been an item on the agenda for meetings for some considerable time and the minutes placed in the noticeboards and on the website. The Play Area was now in for planning and there were no plans to put any lighting in. The Play area was being funded by CYC, Corporate funding and funds from burials not from the Precept. PR would draft a response to the complaint from a Knapton Resident for approval before sending.

051 Knapton Parking: NM had contacted the relevant officers at CYC re. parking but had not yet received a reply.

052 York Community Woodland: The woodland masterplan does not have an equipped play area.
JF had written to CYC with our issues re. the Woodland, those being:

- Corporate governance
- Toilets, bins and parking. So far there was only provision for 20 car parking spaces at Northfield Lane end.
- Cllr Paula Widdowson had telephoned JF to inform us that of the make up of the Woodland Management Committee (representatives from CYC and Forestry England) and to assure the PC of direct involvement on issues such as car parking , toilets, etc

There is a tree planting day on 11 March and 12 March.

- 053 Jubilee Celebrations:** JW was going to go up to school to discuss the celebrations with the Head. School are keen to be a part of it despite it being during half-term. It would probably be an afternoon occasion. This is to go on the next agenda.
- 054 LGA Councillor Code of Conduct 2020:** It was decided to adopt the Model LGA Councillor Code of Conduct 2020 as required by The Parish Charter. All were in agreement and each councillor had a copy.
- 055 North Yorkshire Police, Fire & Crime Commissioner Meeting 26 May 2022 6.30 – 7.45pm:** this would be on the next agenda, a volunteer was needed to represent the council.
- 056 Representatives' Reports:** To receive reports on meetings councillors have attended:
- a) Rural West York Team and residents Forum Meetings: none
 - b) York Branch Yorkshire Local Councils Association: PR had been unable to attend the last meeting but the Parish Charter has been adopted. There is to be a Parish Charter meeting tomorrow and PR will attend.
 - c) Yorwaste Liaison Group: The next meeting is scheduled for 30th March
 - d) Rufforth Playing Fields Association: MR was not present to report.
- 057 Minor Matters and Items for the Next Agenda:** none
- 058 Date of next meeting:** Monday 4 April 2022 in Rufforth Village Hall starting at 7.30 p.m. This will be the Annual Parish Meeting followed by an ordinary meeting of the council. NM and JW would look to advertise this in the Parish Magazine and on the website.

PR thanked all for attending and closed the meeting at 9.33pm.

Signed _____ Date _____

Mrs Stephanie Warden, Parish Clerk: Tel: 738751
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