

**.MINUTES OF RUFFORTH WITH KNAPTON PARISH COUNCIL MEETING  
HELD ON MONDAY 3 JULY 2017 IN RUFFORTH VILLAGE HALL AT 7.30pm**

**PRESENT:**

Councillor Mrs A Powell (Chairman)                      Councillor Mrs H Beeley  
Councillor Mrs H Butterworth                              Councillor A Mate  
Councillor J Flynn

**IN ATTENDANCE:** 2 members of the public, Ward Councillor Chris Steward and The Clerk, Mrs S Warden

**128 PUBLIC COMMENTS:** None

**129 APOLOGIES ACCEPTED:** Cllr Deborah Smitten, Cllr Jane Wright.

**130 DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (not previously declared):** None

**131 MINUTES OF PREVIOUS MEETING:**

The minutes of the 5 June 2017 meeting were proposed as a true record by Cllr Flynn and seconded by Cllr Mate, all were agreed and the minutes were signed.

**132 WARD COUNCILLOR'S COMMENTS:**

1. Councillor Steward would ring David Meigh about the use of S106 monies for the extension to the cycle track
2. Scaffolding Company on the airfield: the Landowner has 14 days or so to submit a planning application if this is not forthcoming enforcement action will be taken. The Landowner is trying to prove a Certificate of Lawfulness.
3. YorWellbeing website is worth having a look at.

**133 CLERK'S REPORT:**

- a) The Clerk had asked Alison Newbould (CYC PROW officer) to put up signs on the cycle track from Rufforth to Knapton to encourage horse riders to use the correct part of the path.
- b) Verge and hedges around the 2 new houses in Rufforth: the Clerk would check the planning permission but it was thought that CYC are responsible for the verge and hedges. The Clerk had previously written about the problem. Post meeting note: The Clerk had checked the conditions on the Planning permission which stated quite clearly that the hedge should be no more than 1m above the adjacent highway and no obstructions to be placed within the sight lines. The Clerk sent a letter to Michael Slater, copied to Cllr Steward, reporting that the developer was not in accord with Condition 9 of the Planning permission.
- c) The S106 monies for Wheaten Cottage: Cllr. Steward would follow this up.
- d) The Garth, Yew Tree Close is on the Enforcement list

**134 NEIGHBOURHOOD PLAN:**

Peter Rollings full report is in the minute file.

The draft SEA was received last week and amendments have been sent to AECOM. The final version will be complete within a few days. The Habitats Regs Report is still awaiting a response from CYC. The group have a meeting with CYC to finalise any outstanding issues prior to pre-submission consultation and will discuss any issues coming out of the Examiners Report on the Poppleton Plan.

The Neighbourhood Plan will be available for pre-submission consultation for a six week period from 7 July until 18 August. The Plan will be delivered to every household in the parish this weekend. Accompanying appendices can be viewed at [ruforth-knaptonplan.co.uk](http://ruforth-knaptonplan.co.uk) or in hard copy at the Post Office, Rufforth shop, Rufforth Institute and the Red Lion, Knapton. There will be a drop in

meeting at the Institute on Saturday 15 July from 9.30 – 12.30 for people to express any views on the Plan and ask questions. People are encouraged to use the response forms in the booklets to ensure the Plan is truly representative of the views of the community.

After consultation the Plan will be adapted to take account of the responses from residents, businesses and official bodies and then submitted to CYC. They will conduct a further formal consultation before putting the Plan to Examination conducted by an independent examiner. It then comes back for a referendum in the Parish and if approved becomes a statutory document. Printing costs of circa £1600 have come from the Locality and CYC grants.

The group has worked very hard on the Plan and now needs the support of parishioners in their responses to the plan. Thanks went especially to Nick Murray, Jane Wright, Margaret Lee, Elisabeth Craven and Peter Rollings. Cllr Anne Powell gave the Parish Council's thanks to the neighbourhood Plan group members. A copy of the draft plan was given to each councillor present and the Clerk.

### **135 PLANNING:**

- a) AOD/17/00186 Yorwaste for Conditions 10 and 11 – 16/00357/FULM: there were no objections
- b) 17/0118/FUL 4 Nursery Cottages, Rufforth: there were no objections
- c) 17/01374/FUL Rufforth Aerodrome for erection of pair semi-detached agricultural workers dwellings: councillors had no objections but would ask for conditions placing an agricultural restriction on use and for families rather than multi-occupational.
- d) The Playing Fields had asked for the support of the Parish Council on their application to become a Listed site to allow their caravan site to continue as this brought in income to make the Playing Fields sustainable. The Clerk would send out details of the application to councillors but it was generally felt that it could be supported.

### **136 FINANCE:**

The Clerk produced a monthly financial report, a copy of which is in the minute file.

- a) Invoices for payment: It was agreed to pay the following:

Clerk's salary & Burial Ground fees	£ 356.68 NET
Clerk's expenses last ¼	£ 103.59
Clerk's expenses for website	£ 54.00
Platinum HPL for Neighbourhood Plan Printing	£ 1405.00
HMRC for last ¼ PAYE	£ 240.00
Elisabeth Craven for Neighbourhood Plan website	£ 122.91
Sleightholm Landscapes for grass cutting	£ 774.00

The Clerk reported that she had made an error on a cheque and had voided it: Cheque number: 300674

- b) Payments received: Invoice 158 NBG interment £ 1100.00  
The Clerk had also made a VAT reclaim for £1,011.12 but this had not yet been received

- c) Funds available: £54,117.42

The Internal Auditor suggested that Risk Assessments, Standing Orders and Financial Regulations should be updated – this would go on the September agenda.

### **Burial Grounds:**

- a. There had been a Natural Burial on 13 June. Following a very poor service for the bereaved from Rymers, it was agreed that if no letter of apology was forthcoming absolving the Parish Council of any blame, the Parish Council would no longer have any dealings with the funeral company. Post meeting note: The Clerk received an apology letter on 4 July absolving the Parish Council and the gravedigger of any blame and that the fault rested with Rymers.
- b. Maintenance: none to report
- c. It was agreed to look at the Clerk's remuneration for burials at the next meeting.

### **Projects on Parish Council Land:**

**Sand Dykes and Rufforth Pond:** nothing to report

**Parish Garden:** nothing to report

**Knapton Recreational Field:** Sleightholm Landscapes had taken a look at the gate and fixed the minor problem at no charge. David Meigh had been contacted by the Clerk regarding the nettles around the gates.

### **137 PUBLIC RIGHTS OF WAY &**

**141 DOG FOULING:** Cllr Helen Beeley asked for these two items to be taken together.

There was a problem with dog walkers letting dogs off their leads and letting them foul land that had crops and livestock in it. Walkers were also not sticking to the Public Rights of Way but using private tracks also. Cllr Steward agreed to walk the area with her to fully understand the problems and advise on what should happen next. Cllr Beeley wants signage to educate people to stay on the PROW and to pick up dog fouling. It was agreed that something to this effect should be put into the newsletter.

Next agenda: Dog Fouling.

### **138 DEFIBRILLATOR FOR KNAPTON:**

Cllr Flynn would be contacting the ambulance service shortly.

### **139 CYCLE PATH:**

Cllr Mrs Butterworth reported that we were now waiting for Hethertons to send the lease for us to sign. A signed copy would then go to Yorventure, they would then send a formal offer letter and we would then be able to instruct Sustrans. At present Sustrans are able to start within 6 weeks and have said the work will take 4 weeks to complete the path.

Cllr Flynn reported that Andy Vose was applying for funds for a bill of quantities for the Knapton end of the cycle track.

### **140 PARISH COUNCIL VACANCY:**

Deborah Smitten had resigned as councillor for Rufforth Ward and it was agreed to co-opt her onto the council for Knapton Ward. There is now a vacancy for Rufforth Ward. A Vacancy notice has been placed in the noticeboards around the parish.

### **142 REPRESENTATIVES' REPORTS:**

- a. Rural West Ward Team: the next meeting will be 13 September
- b. YLCA: The Joint meeting is on 15 July, Cllr Anne Powell will attend.
- c. Yorwaste: they are still waiting for the drawings for the site entrance. Once these are agreed the Operational Agreement can be signed. The official opening for the Waste Transfer Station is 20 July. The Clerk would write to Erik Matthews (CYC) to say how disappointed the council was that the site entrance hadn't been completed before the opening. Engineers were now saying it would be done by the year end but this was not good enough. It would be copied to Geoff Derham (Yorwaste).

### **143 POLICE REPORT:**

3 Anti-social behaviour incidents had been reported:

- 8<sup>th</sup> June – report from Airfield that a few weeks ago a green laser pen was shone at one of the planes during a lesson (Rufforth)
- 13<sup>th</sup> June – report that youths from local schools are using fields belonging to Foxgloves Livery and stables as a cut through. This is spooking the horses (Knapton)
- 21st June – issues with neighbours over hedge being cut (Rufforth)

### **144 COMMUNICATIONS:**

- a) Cllr Mrs Wright had so far not received anything from councillors for the newsletter
- b) The website was up to date and included all the necessary information on the Annual Audit.

**145 CORRESPONDENCE:** none

**146 MINOR MATTERS AND ITEMS FOR THE NEXT AGENDA:**

Next agenda – Community Speed Watch

**147 DATE OF NEXT MEETING:** The next meeting will be on Monday 4 September 2017 in Rufforth Village Hall at 7.30pm

Cllr Mrs Powell thanked all those for attending and closed the meeting at 9.40 pm.

\_\_\_\_\_ Chairman \_\_\_\_\_ Date

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