

**MINUTES OF RUFFORTH WITH KNAPTON PARISH COUNCIL MEETING  
HELD ON MONDAY 4 SEPTEMBER 2017 IN RUFFORTH VILLAGE HALL AT 7.30pm**

**PRESENT:**

Councillor Mrs A Powell (Chairman)	Councillor Ms D Smitten
Councillor Mrs H Butterworth	Councillor A Mate
Councillor J Flynn	Councillor Mrs J Wright
Councillor P Rollings	

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

**148 PUBLIC COMMENTS:** None

**149 APOLOGIES ACCEPTED:** Cllr Helen Beeley

It was noted with sadness that Muriel Langdale had passed away and the Parish Council were keen to recognise her huge involvement in the village and with the Parish Council over many years.

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

**151 RUFFORTH WARD VACANCY:**

Cllr. Mate proposed Peter Rollings to be co-opted onto the council for Rufforth Ward, this was seconded by Cllr Smitten and agreed. Cllr Rollings was welcomed onto the council and signed his Acceptance of Office.

**152 MINUTES OF PREVIOUS MEETING:**

The minutes of the 3 July 2017 meeting were proposed as a true record by Cllr Mate and seconded by Cllr Mrs Butterworth, all were agreed and the minutes were signed.

**153 WARD COUNCILLOR'S COMMENTS:**

1. Councillor Steward is in ongoing discussion with David Meigh about the use of S106 monies for the extension to the cycle track. Cllr Mrs Butterworth reiterated that it should be used for the cycle path as a leisure activity and Cllr Steward would continue to argue the case.
2. Scaffolding Company on the airfield: the Landowner had submitted an application for a Certificate of Lawfulness.
3. Cllr Steward had met with the PROW officer and Cllr Mrs Beeley. Cllr Steward said that he hadn't thought the dog fouling particularly bad but the frightening of farm animals was of concern and unfortunately the footpath was accessed off a private road. Once in the field it was not easy to see where the path went. He is sending various signs for Cllr Mrs Beeley to look at.
4. There had been much talk of the A1237 being made into a dual carriageway. Cllr Steward said that the first steps were to be the enlarging of the roundabouts.

**154 CLERK'S REPORT:**

- a) Verge and hedges around the 2 new houses in Rufforth: the hedge had been cut but the verge was so overgrown it was above the height of the hedge and making sight lines difficult. Cllr Steward would look into it. The Clerk would check the drawings in the planning application to see what land belonged to who.
- b) The Clerk had followed up on the fly tipping on Moor Lane by the lay-by, it was in the system to be dealt with. Cllr Smitten would report the fly-tipping in Bland Lane.

**155 NEIGHBOURHOOD PLAN:**

Peter Rollings full report is in the minute file.

The Draft Plan pre submission consultation concluded on 18<sup>th</sup> August. Copies of the draft plan went out to every household in the Parish and a drop in meeting was held on 15 July.

Responses received are currently being worked through and revisions being made where appropriate. 57 responses were received from residents, a good level of response. 80% of these were in support of the Plan. 3 respondents disagreed with the housing allocation behind the school in Rufforth, and 6 to Knapton housing. Advice is being taken from CYC as to how to assess the responses.

The points being raised by Poppleton Parish Council on Northminster Business Park are being reviewed.

There were differing views coming through on traffic with a slight majority favouring removal of the chicanes. Peter Rollings has requested a meeting with David Ramsden suggesting a review of traffic management in the Parish and is awaiting a reply.

Developers responded saying there weren't enough houses in the Plan, Natural England were broadly happy as were Historic England who did suggest a Heritage Policy, this will be taken up.

NYCC and CYC commented that Waste Management and thus Harewood Whin were outside the remit of the Plan but did not disagree with the policies.

The major issue coming from CYC is that it is the role of the Local Plan to set boundaries of the Green Belt not the Neighbourhood Plan. A meeting is arranged with Michael Grainger, CYC, to discuss this issue further, as there is no adopted Local Plan, it does call into question the Plan's policies on Green Belt and Housing Allocations.

Immediately before the consultation period we became aware that proposals were drawn up to include additional housing in the Local Plan which would have resulted in potentially a 50% increase in houses in Rufforth. Cllr Jane Wright spoke against this at the meeting with support from Cllr Steward and the proposal was not accepted. It is understood that the public consultation will now only include RK H1 and RK H3.

The next few weeks will be spent making revisions to the Plan before submitting the final version to CYC.

## **156 PLANNING:**

- a. AOD/17/00186: Yorwaste, Harewood Whin for conditions 10 & 11 – 16/00357/FULM: the decision was “Refuse details”
- b. 16/02700/FUL 30 Southfield Close, Rufforth for variation of condition 2 of permitted application 16/01635/FUL to amend approved drawings to include 3 rooflights to front and reposition the detached garage: 31 July 2017 an appeal was made to the Secretary of State against the Council's condition attached to the application.  
17/01251/FUL Planning Application for variation of condition 2 of permitted application 16/01635/FUL to alter height and orientation of garage, front garage extension in order to connect to house and alteration of front windows to hardwood casements. The Parish Council will be objecting to this application.
- c. 16/02303/FUL Rufforth Playing Fields for change of use of land to a caravan and camping site: this was approved but with conditions
- d. 17/00670/FUL Land adjacent to Sewage Works at Hessay Industrial Estate for erection of asphalt plant: additional information received by the council. The council still objected to this application: Officers are aware it is in the Green Belt but say there are special circumstances as there is no asphalt site in York (most companies were happy getting their asphalt from e.g. Leeds. Highways are a problem.
- e. 17/01329/FUL Wooley Edge Farm, Bradley Lane, Rufforth for single storey side extension including new double garage (revision of approval 15/01591/FUL): the council had no objections.
- f. 17/00344/FUL Field on East Side of Bland Lane, Knapton for erection of timber stables: approved
- g. 17/01633/FUL York Microlight Centre for erection of 2 microlight hangers: council had no objections
- h. 17/01835/CLU Ash Cottage, Bradley Lane, Rufforth for Certificate of Lawfulness for use of land for storage: Council objected as this is change of use to a scaffolding business.

- i. 17/00368/EXT: Unauthorised high wooden fence on front boundary at Rufforth Post Office, Wetherby Road, Rufforth: this is with planning enforcement
- j. 17/01168/FUL 4 Nursery Cottages, Rufforth: planning was approved for erection of a single glasshouse/store and boundary wall
- k. 17/01374/FUL Rufforth Aerodrome, Bradley Lane Rufforth for the erection of a pair of semi-detached agricultural workers dwellings was refused planning permission.

### 157 FINANCE:

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

- a. Payments were ratified that had been paid during August:
 

Margaret Lee N Plan expenses	£ 9.10
AECOM for Neighbourhood Plan	£ 4369.50
Platinum HPL for N Plan	£ 647.00
Margaret Lee N Plan expenses	£ 37.75
Sleightholm for Grass cutting	£ 810.00
Wel Medical Ltd for defibrillator	£ 1400.00
Clerk Salary + burial fees (31 July)	£ 287.58
- b. Invoices agreed be paid:
 

NATA for N Plan printing	£ 5.66
Cllr Butterworth for NGB expenses	£ 105.07
Cllr Butterworth - strimmer for NBG	£ 55.00
N Murray for N Plan expenses	£ 12.50
YLCA for 2 copies Finance and Transparency Guides	£ 4.24
Falon nameplates Ltd for memorial plaque	£ 113.04
PKF Littlejohn LLP for external audit	£ 240.00
Clerk's salary + burial fees (31 Aug)	£ 288.68
- c. Payments received:
 

Invoice 159 NBG admin fee	£ 35.00
Invoice 160 ashes reserve fees NBG	£ 200.00
Invoice 161 memorial Plaque NBG	£ 250.00
VAT reclaim	£ 1011.12
- c) Funds available: £47,923.21

### Burial Grounds:

- a. There had been no burials during August but one in a pre-paid plot in the formal burial ground during July.
- b. Maintenance: Quotes were being sought to cut and flail the Natural Burial Ground. The CYC grass cutting has been very poor along Southfield Lane on the left hand side, they are not cutting around the trees or under the hedge. Grass cutting has been generally very poor. The Clerk will ask them to come back and sort out the Lane. The Clerk will write to Paul Yoward to thank him for tidying the mess left by CYC on the triangle in Rufforth.
- c. It was agreed to look at the Clerk's remuneration at the budget meeting.

### Projects on Parish Council Land:

**Sand Dykes and Rufforth Pond:** there had not yet been word from Yorventure on the application for a grant to do the work applied for.

The Clerk will ask Mr DiLorenzo to take down his advertising from the pond as money is to be spent tidying it up.

**Parish Garden:** the trough looks lovely but the grass is not looking good. The Clerk explained that Sleightholm were trying to lengthen times between cuts to comply with the 12 cuts limit set them.

**Knapton Recreational Field:** The grass has been cut. It was agreed that Cllr Smitten could go ahead and order 3x £10 signs to stop dogs entering the recreational field. Cllr Mrs Powell would have a look at the stile and kissing gate with Cllr Smitten.

**External Auditor's Report:** The external auditor reported a mistake in the figure entered for last year declaring value of assets. The Clerk had agreed it should read £28,285. They noted that we had not complied with Regulation 15 of the Accounts and Audit regulations 2015 as it had not published the required information on the council website. The Clerk was unhappy about this as the auditors had phoned her and she had directed them to the right place on the website. The information needed was all there. The Clerk has now put a note on the Home Page to direct users to the Annual reports. The Clerk would make the auditors aware of this mistake on their part.

**158 DOG FOULING:** Cllr Steward had commented on this earlier in the meeting. A note to abide by the Countryside Code would go in the coming newsletter.

**159 DEFIBRILLATOR FOR KNAPTON:**

Cllr Flynn reported that the defibrillator had been purchased and was now to be fixed to the wall of the Red Lion Pub with the kind permission of the Landlady. An electrician had been asked to do it. Training will take place in the Red Lion Pub on how to use it and other lifesaving skills shortly. Residents will be informed of the date.

**160 CYCLE PATH:**

Cllr Mrs Butterworth reported that Nick Squire's solicitor had still not drafted the letter that was to be attached to the lease and that had been agreed between him and his sister. It is hoped this will happen shortly but the length of time it is taking to do it is concerning. The Clerk will write to Anthony Wilson and the Mittons reassuring them and letting them know what is happening with the cycle path as they have concerns. Progress has been made on the Knapton end on funding for the bill of quantities. Improvements to the B1224/A1237 roundabout are programmed for 2018/2019.

**161 COMMUNITY SPEED WATCH:**

The Community Watch team have been out 6 times in Rufforth including once on Bradley Lane and have caught people speeding and letters have been sent to them by the police. The team feel it is working and very successful. The Knapton Team have been out four times and caught eight people doing over 30mph, four of those doing 45mph.

**162 412 BUS SERVICE THROUGH KNAPTON:**

It was reported that buses were regularly 20 minutes late in Rufforth and drivers therefore drove very fast to try to make up the time. A resident in Knapton had reported dangerous or aggressive driving by bus drivers through Knapton and reported several incidents involving a horse and rider, forcing other vehicles to stop when driving on the wrong side of the road to overtake parked cars. It is concerning when there are a large number of vulnerable road users including cyclists, dog walkers and horse riders. Other parishioners had reported one driver that was good and drove well but others were too fast and aggressive. The Clerk will write to the bus company explaining that they are already losing customers because of poor driving and that if they want people to use the service the buses need to be safely driven and more reliable.

**163 REPRESENTATIVES' REPORTS:**

- a. Rural West Ward Team: the next meeting will be 13 September
- b. YLCA: The Joint meeting is on 5 October, Cllr Anne Powell will attend.
- c. Yorwaste: The Operating Agreement has been agreed and signed by Cllr Anne Powell for the council and by Yorwaste. The Operating Agreement will be circulated to Rufforth residents with instructions on how to use the notification system should they see HGVs entering or exiting Harewood Whin via Rufforth village.  
Cllr. Steward would chase up on the entrance to Harewood Whin as there had not been any progress on it.

**164 POLICE REPORT:**

- 16 August – reportee disturbs a male trying to gain entry to his shed in Yew Tree Close. Male made off
- 27<sup>th</sup> August – garage broken in to and cycle stolen from address on Wetherby Road, Rufforth

**165 COMMUNICATIONS:**

- a) Cllr Mrs Wright is pulling the Newsletter together to go out shortly.
- b) The website was up to date and included all the necessary information on the Annual Audit.

**166 CORRESPONDENCE:**

The following had been requested by Colin Valentine:

- a) A Copy of the village maps in each newsletter. It was decided that this would be impractical but the website link will be put into the newsletter for maps of the two villages.
- b) A request for a Parish Room archive was refused as the Village Hall had nowhere for it to go. There were also concerns about who would fund it and how office equipment would be kept secure.
- c) A request for minutes to be sent out to all by email was refused as minutes were published on the council website and the notice boards. Anyone with access to email would be able to access the website.

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

Cllr Mrs Wright and Cllr Mate gave apologies for the next meeting.

Knapton Recreational Field: the wobbly post on the kissing gate needs repairing and the stile taken out.

**168 DATE OF NEXT MEETING:** The next meeting will be on Monday 2 October 2017 in Rufforth Village Hall at 7.30pm

Cllr Mrs Powell thanked all those for attending and closed the meeting at 9.47 pm.

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

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