

**MINUTES OF RUFFORTH WITH KNAPTON PARISH COUNCIL MEETING  
HELD ON MONDAY 5 JANUARY 2015 IN RUFFORTH VILLAGE HALL AT 7.30pm**

**MEMBERS PRESENT:**

Councillor Mrs A Powell (Chairman)  
Councillor R Syms  
Councillor C Valentine  
Councillor A Mate  
Councillor Mrs H Pasquill  
Councillor Mrs H Butterworth

**IN ATTENDANCE:** 5 members of the public, Ward Councillor Chris Steward and Mrs S Warden (Clerk)

**001 APOLOGIES ACCEPTED:** Councillor P Leadley-Yoward and Councillor K Clarke

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

**003 MINUTES OF PREVIOUS MEETING:**

Cllr. Mrs Butterworth proposed the minutes of 1 December 2014 which were seconded by Cllr. Valentine. The minutes were agreed and signed as a true record.

**004 NEIGHBOURHOOD PLAN:**

Peter Powell and Edie Jones were welcomed by the chairman and asked to talk about how to go about making a Neighbourhood Plan.

Firstly a questionnaire has to go round all residents asking if they want a Neighbourhood Plan then approval to go ahead from CYC is needed. Copmanthorpe, Dunnington and Poppleton have used Tom Woof, a Town Planner, to help them create their Neighbourhood Plans so Tom knows the York Local Plan well as it stands at present. Poppleton hope to submit their pre-submission in mid February and it has taken about 6 months to get that far. Copmanthorpe have submitted their pre-submission document to CYC. Peter and Edie said that Copmanthorpe had been hugely helpful to Poppleton and therefore what had taken Copmanthorpe over a year had only taken Poppleton 6 months and offered our council their help.

In order to go ahead with the plan 50% of villagers agreement to it is necessary.

The maximum Locality grant for Neighbourhood Plans is £7000. Locality have specific cut off dates for grants.

5 Councillors to one against agreed that they supported a Neighbourhood Plan and so it was decided that the Parish Council would be happy to support a committee to create a Neighbourhood Plan. Cllr Mrs Powell would attend the Action Group meeting on 10 January in Rufforth Community Hall.

Cllr. Mrs Powell thanked Edie Jones and Peter Powell for their offer of any help needed and for giving up their time to talk to the meeting.

**005 YORK LOCAL PLAN:**

The CYC Local Plan working group are now looking at housing levels of 926 houses per annum. At the next meeting they will be looking at the supply and then will look at density and windfalls. They will then go to another sites specific map to go out for consultation. As yet there has been no discussion on specific sites.

**006 WARD COUNCILLOR'S COMMENTS:**

Most had been discussed previously. CYC are looking at various methods of reducing costs including 3 weekly bin collections.

**007 CLERK'S REPORT:**

- S106 monies: David Meigh was going to remind the Legal department of his enquiry as they had not got back to him. The Clerk has not had an answer despite following this up.
- R Burniston has been instructed to cut Knapton Recreational Field. The Clerk had rung him again to remind him as it had not been cut.
- Steve Grieve, Yorwaste MD had written to the Clerk saying that he would write to Harrogate and Selby to remind them that they should not be travelling through Rufforth to get to or away from Harewood Whin.

**008 PLANNING:**

- The Clerk had received through the post a document archive box full of the British Sugar planning Application on Christmas Eve. This application site is not within our parish but anyone interested could come and look at it by contacting the Clerk.

**009 FINANCE:**

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

Invoices for payment: It was agreed to pay the following: The Clerk's monthly salary and expenses for November and December, £25 to Cllr Powell for a gift voucher for Tim Haward (S111 LGA 1972), £21.25 to Cllr Valentine for photocopying for the Yorwaste Application and £208.20 to HMRC for the last quarter PAYE.

Receipts: £3.54 Bank interest and £927 natural burial fees

Funds available: £2,203.28

**010 BUDGET FOR SETTING THE PRECEPT 2015/2016:**

The Clerk and Councillors Mrs Powell, Mrs Butterworth and Clarke had met to work on a draft budget and this was presented to the meeting. The draft budget was agreed as the budget for 2015 and it was agreed that the Precept would be set at £8150. The Clerk and Chairman signed the relevant form to go back to CYC with the agreed precept amount.

**011 PRINTER FOR THE CLERK:**

It was agreed that the Clerk should come back to the next meeting with costings for a new printer/scanner/photocopier.

**012 CLERK'S SALARY:**

It was agreed to follow the NALC payscale increase from 1 January 2015 and that the Clerk should go up a salary point to SCP26 on 1 April 2015.

**013 BURIAL GROUND FEES:**

As from April 2015 it was agreed to set a single plot at £450 with other fees to follow as for previous calculations. It was agreed that a memorial stone fee would be set at £100 and £150 respectively.

**014 CITY OF YORK COMMUNITY GOVERNANCE REVIEW:**

It was agreed that the boundary should be re-aligned between Knapton Ward, Rufforth with Knapton Parish Council and Nether Poppleton Parish Council by realigning to the back boundary fence of the new properties being erected in this close, as at present some of these properties are wholly within Knapton whilst others have the boundary going through their properties, in most cases the front doors are in Knapton. This would then bring them all into the same Parish area as the 5 existing properties.

**015 REPRESENTATIVES' REPORTS:**

Residents' Forum/Team Meetings: the next Ward Team meeting would be on 26 January  
YLCA : The next meeting is 12 February.

Rufforth Pond: next agenda

Crisis Management: There is now a new officer in charge of this at CYC – Katie Fisher will be coming to talk to us about what exactly should be included at the February meeting.

Archiving: Nothing to report.

Yorwaste: The Compost has been on fire for some time creating smoke that is concerning to residents downwind of it. Julian Sturdy MP has written to the Environment Agency and Yorwaste. The fire brigade had received no reports of concern from the public and therefore had been happy to let the fire burn itself out. The Clerk would get in touch with the fire brigade in Acomb to let them know that there were concerns.

Action Group: This had been covered earlier in the meeting. There is a meeting on Saturday 10 January at 9.30am in the Community Hall. Yorwaste, The Local Plan and Neighbourhood Plan are to be discussed and it is hoped to set up a committee of about 10 people.

**016 COMMUNICATIONS:**

Cllr Anne Powell had drafted the newsletter and the Clerk and Cllr Butterworth would check no amendments were necessary before going to print.

The website was up to date apart from the first page which the Clerk had been unable to delete some items that were no longer needed.

**017 ARCHIVE FILING CABINET:**

The Clerk has had keys made up to fit the archive filing cabinet and will claim the expenses at the next meeting.

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

Cllr Mrs Powell will contact Yorwaste for a liaison meeting.

On New Year's Eve there was a house burgled in Knapton and a van and motorbike taken from the same address.

**019 DATE OF NEXT MEETING:** The next meeting will be on Monday 2 February 2015 in Rufforth Village Hall at 7.30pm.

It was agreed that the April meeting would take place on 13 April and this would be the Annual Parish Meeting followed by an ordinary meeting of the council.

Cllr Mrs Powell thanked all those for attending and closed the meeting at 9.00 pm.

**020 PUBLIC COMMENTS:**

It was questioned why HGVs were still coming through Rufforth despite a notice at the exit to Harewood Whin to the contrary and CCTV in place. Yorwaste are saying that unless HGVs belong to them they can't enforce the S106. This should be written into the various contracts that Yorwaste have with other companies. Ward Councillor Chris Steward said that he would speak to Sarah Tanburn, Director of Environmental Services. She is the CYC Officer who sits on the board of Yorwaste.

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

Mrs SFE Warden, Parish Clerk Tel: 738751 Email: rufforth.pariah.council@hotmail.co.uk