

**.MINUTES OF RUFFORTH WITH KNAPTON PARISH COUNCIL MEETING
HELD ON MONDAY 5 JUNE 2017 IN RUFFORTH VILLAGE HALL AT 7.30pm**

PRESENT:

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

IN ATTENDANCE: 1 member of the public and The Clerk, Mrs S Warden

105 PUBLIC COMMENTS: None

106 APOLOGIES ACCEPTED: Cllr Deborah Smitten, Councillor Helen Beeley, Ward Councillor Chris Steward

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

108 MINUTES OF PREVIOUS MEETING:

The minutes of Annual Meeting of the Parish Council on 8 May 2017 were proposed as a true record by Cllr Mate and seconded by Cllr Flynn, all were agreed and the minutes were signed. The Annual Parish Meeting minutes were noted.

109 WARD COUNCILLOR'S COMMENTS: Cllr Steward had sent an email with follow ups as he was unable to be present:

1. The mattress was now gone
2. Chris had emailed Andrew Mate after the officer went to look at Hannam Lane (Cllr Mate had not received this). The officer could visualise the problem but it won't realistically be a top priority. We need some rain for another inspection.
3. Back Lane, Knapton has, at our request, been added to CYC list of roads for resurfacing, unfortunately it is currently 297th.
4. Chris had chased Andy Blain re. the scaffolding planning application, nothing has gone into CYC as yet. The more they drag their feet the more they will face more formal pressure. The Clerk will write to Andy Blain and copy to Michael Slater.

110 CLERK'S REPORT:

Alison Newbould, CYC PROW officer, had replied to the Clerk's email, regarding the cycle track/bridleway round the back of the tip, and suggested that they could put up some signage to suggest that horse riders stay on the unbound surface of the bridleway. She also stated that CYC was responsible for the surface of the path.

111 NEIGHBOURHOOD PLAN:

Peter Rollings full report is in the minute file.

Consultees are broadly happy with the approach and the scope of the Strategic Environmental Assessment (SEA). It is hoped that the SEA will be ready for review within the last two weeks of June. AECOM have invoiced for the initial work on the scoping report and this has been paid. The Habitat Regulation Screening report has been drafted and sent to CYC for comment, it will then be sent to relevant bodies for consultation.

At the next NPG meeting a decision will be taken on the timing of the pre-submission consultation, whether to go out before the Local Plan consultation or not.

Geoff Derham is still waiting for CYC to come back to him with the final drawings for the site entrance and has promised to chase these.

112 PLANNING:

- a) 17/00344/FUL Field on East side of Bland Lane, Knapton for erection of timber stables. The Clerk will reiterate points made before. A preference would be for linear stables backing onto Bland Lane. We would also question how services are getting on to the site.

113 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	£ 334.58 NET
Clerk's expenses NBG 6x aerosol marker paint	£ 43.85
J Mackman for the Internal Audit	£ 80.00
AECOM for Scoping report SEA (ratified at the meeting)	£2823.00
Thomas Backhouse & Son for 2x cans preservative	£ 67.20

It was agreed that the cheque to Hetherton's would be paid once Cllr Mrs Butterworth and the Clerk were happy to do so. It had been agreed that we would pay up to £1000 and had received the invoice for £1000 + VAT previous to the lease being signed. The cheque is to be held with our solicitor and later forwarded for payment.

- b) Payments received: Bank Interest £ 0.00
Invoice 157 NBG plot reservation £ 825.00

- c) Funds available: £60,805.23

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

Burial Grounds:

- There had been a Natural Burial plot reservation
- The grass cuttings had been taken away. It was agreed to go ahead with a new sign for the Natural Burial Ground. Cllr Mrs Wright would look into finding someone interested in doing handman/gardening work in the burial grounds.
- Cllr Mrs Butterworth had been using her own strimmer in the Cemetery and it had broken beyond repair. The council was happy to pay for the replacement once the Clerk had an expense receipt.

Projects on Parish Council Land:

Sand Dykes and Rufforth Pond: Cllr Jane Wright had put in an application to Yorventure. Angela Pease seemed very positive towards that and the application for the village hall.

Parish Garden: Nothing to report

Knapton Recreational Field: Cllr Deborah Smitten was going to look into dog signs.

114 COMMUNITY SPEED WATCH:

Cllrs Jane Wright and John Flynn have forms to fill in. Tracey Hirst will lead for Rufforth and Cllr Deborah Smitten for Knapton. Once these forms are filled in a training session can be organised. It may be possible to get children involved through the school.

115 DEFIBRILLATOR FOR KNAPTON:

Cllr Helen Butterworth will get in touch with the Ambulance Service and Cllr Flynn will go ahead with ordering etc.

116 CYCLE PATH:

Cllr Mrs Butterworth, Peter Rollings and the Clerk had met up with Nick Squire to come to an agreement on the lease. It had been agreed that the lease would be for 20 years, reviewable at 20 years, with no break clause; the cost of maintaining, repairing, replacing pipes under the path would be removed from the lease; a stock proof fence would be removed from the lease; the extension to the cycle track would not be a Public Right of Way but a permissible path and the rent would be £550 per annum for the period of 20 years with no rent reviews.

It was agreed that Sustrans should get the contract for putting in the path.

The Chairman thanked Peter Rollings, Cllr Helen Butterworth and the Clerk for the work on this. Cllr Flynn provided an update on the path into Knapton, to progress with work it needs a comprehensive specification, bill of quantities and then costed. An amendment to a PROW is also to be considered to ease access to the underpass. Updates will be provided with each stage of progress.

117 B1224:

- a. Councillors considered the road surface by the playing fields' entrance to be ok.
- b. The road markings by Southfield Lane are worn but these markings do not feature in the Neighbourhood Plan traffic management plan. It was felt that to do things piecemeal would waste money.
- c. The verge by the two new houses is very rough ground with very high weeds and it needs sorting. The weeds need spraying, the verge seeding and the hedge cutting back. The Clerk would follow this up.

118 VACANCY FOR KNAPTON WARD:

Cllr Smitten will resign from Rufforth Ward and we will then co-opt her onto Knapton Ward. There will then be a vacancy for Rufforth which will need to be advertised.

119 SOUTHFIELD LANE MAINTENANCE:

The Fire Service does not recognise Southfield Lane as an emergency access to the airfield. The lane is adopted highway as far as the Playing Field entrance and then becomes a footpath. The land between the entrance to the playing fields and the airfield belongs to the Playing Fields and therefore not our responsibility. The Clerk will reply to Mr Wrigley's email.

120 THE TANKARD INN'S CLOSURE:

Cllr. Jane Wright had rung the brewery on behalf of the council as the pub is a community asset. She unfortunately got nowhere with Humphrey Smith, so at the present time there is probably nothing the council can do.

121 PLANNING HISTORY FOR EQUESTRIAN BUSINESS, YEW TREE CLOSE:

This is obviously not for personal use. Residents of Yew Tree Close are suffering from cars and horses going up and down and cars parking in the Close. The Clerk will check the Planning conditions and if necessary contact Andy Blain, CYC Enforcement Officer.

122 REPRESENTATIVES' REPORTS:

- a. Rural West Ward Team meeting 3rd May: reports from parishes included parking and speeding problems and the closure of village pubs.
The Ward Committee meeting on 17 May was attended by 10 residents, of which 3 were parish councillors. Ward budgets were discussed and talks given on helping neighbours and life style mainly aimed at the over 65s.
- b. YLCA: Cllrs Anne Powell and Deborah Smitten attended the meeting on 1 June. The chairman and vice chairman were elected and the representatives on various committees. Reports were received. There was a long discussion on representation on the Standards Committee. Also discussed was the possibility of a resolution to put to the Annual Meeting in July about parishing unparished areas of a Unitary Authority.
- c. Nothing to report.

123 POLICE REPORT:

The last 2 reports have shown to be blank, the next one needs to be checked to make sure we are getting the correct information.

124 COMMUNICATIONS:

- a) Cllr Mrs Wright asked for pieces for the newsletter to be given to her by the end of June.
- b) The website was up to date and included all the necessary information on the Annual Audit.

125 CORRESPONDENCE:

In the file for noting only

126 MINOR MATTERS AND ITEMS FOR THE NEXT AGENDA:

S106 Monies: the clerk will clarify with Cllr Steward that this can be used for the cycle track extension. The Clerk will also chase S106 monies due for Wheaten Cottage.

127 DATE OF NEXT MEETING: The next meeting will be on Monday 3 July 2017 in Rufforth Village Hall at 7.30pm

Cllr Mrs Powell thanked all those for attending and closed the meeting at 9.42 pm.

_____ Chairman _____ Date

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