

**MINUTES OF RUFFORTH WITH KNAPTON PARISH COUNCIL MEETING
HELD ON MONDAY 9 APRIL 2018 IN RUFFORTH METHODIST CHAPEL
SCHOOLROOM AT 7.30pm**

PRESENT:

Councillor Ms D Smitten

Councillor A Mate

Councillor P Rollings

Councillor Mrs H Beeley

Councillor Mrs J Wright

IN ATTENDANCE: Ward Councillor Chris Steward, 3 members of the public and the Clerk, Mrs S Warden

As both the Chairman and Vice Chairman had sent their apologies Cllr Smitten proposed Cllr Peter Rollings as chairman, this was seconded by Cllr Mate and agreed.

056 PUBLIC COMMENTS: None

057 APOLOGIES ACCEPTED: Cllr Mrs Powell, Cllr Mrs Butterworth and Cllr Flynn

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

059 MINUTES OF PREVIOUS MEETING:

The minutes of the 5 March 2018 meeting were proposed as a true record by Cllr Mate and seconded by Cllr Smitten, all were agreed and the minutes were signed.

060 WARD COUNCILLOR'S COMMENTS:

Cllr Steward and Cllr Mrs Wright had visited the Rufforth Village Institute site and the proposed bollards. The house next door should be consulted. The boundary between Highways adopted ground and that of the Institute requires clarification. Cllr Steward said that no planning permission was needed for bollards and agreed that the Chevron sign was not doing much at present and was in need of renewing. The Institute committee are thinking of taking the wall around the corner and down the side and taking out the earth ramp.

061 CLERK'S REPORT:

- a) The Clerk had gone out for more quotes for the rebuilding of the Bradley Lane Village sign, she had received another quote since the last meeting for £790

062 NEIGHBOURHOOD PLAN:

A copy of Cllr Rolling's report is in the minute file.

CYC are currently conducting the final consultation on our Neighbourhood Plan which runs until 2 May 2018. It is important that people respond to this consultation and this can be done by post to CYC or by email: neighbourhoodplanning@york.gov.uk by 5pm on 2 May.

There is a meeting with Rebecca Harrison at CYC on 10 May to discuss responses and the examination process. Once the examiner's report is received the Plan will be amended in line with his recommendations as necessary and then within 8 weeks it will go to referendum.

Cllr Mrs Wright proposed that the Parish Council support the Neighbourhood Plan which was seconded and agreed by all. The Clerk would email CYC with a letter of support for the Plan.

063 COMMUNICATION:

Cllrs Mrs Wright and Ms Smitten had a meeting. They are proposing posts not communication on Social Media. It would effectively be a noticeboard. A decision was deferred until the next meeting when it was anticipated that all councillors would be present. Cllr. Smitten would circulate a set of guidelines to address any concerns along with a proposed timetable to all councillors prior to the next meeting when a final vote would take place.

Quarterly newsletters were proposed by Cllr Mrs Wright, seconded by Cllr Smitten and agreed. Newsletter would be on the next agenda for people to bring items for it.

Next agenda: Welcome letter to include useful numbers and a copy of the Neighbourhood Plan and telling them where and when meetings take place.

064 PLANNING:

18/00510/FUL Rufforth Aerodrome for a pair of semi detached agricultural workers' dwellings. The Clerk had written saying there were no objections but conditions needed to reflect for agricultural purposes only. The Clerk would write again asking for improvements to the access from the Wetherby Road to the proposed dwellings.

Ash Farm: Andy Blain (Enforcement Officer and Gareth Arnold (Planning Officer) had met with Cllr Steward. This was going through the Enforcement process.

The Car Valet and Dyno businesses are also with enforcement.

Proposed Asphalt Plant at Hessay Industrial Estate: The Chimney will be very high and very noticeable in the Green Belt. It is also within the Marston Moor Battlefield impact area. HGV traffic will also be a problem not only for Hessay and the A59 but for Rufforth too. The applicants propose special circumstances but they are not planning reasons, they are industry/economic factors. The Clerk would respond.

TEF: next agenda

065 FINANCE:

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

a.	Invoices agreed be paid: Clerk's salary	£ 304.58
	Clerk's expenses last quarter	£ 119.47
	YLCA Subs	£ 396.00
	Rufforth Methodist Church meeting hire	£ 10.00
	¼ PAYE to HMRC	£ 249.00
	GDPR training Cll Rollings	£ 45.00
	Sustrans for work to cycle track	£33961.20
	Fencing to comply with planning conditions	£ 1300.00
	Knapton Recreational Field Rent to CYC	£ 133.82
b.	Payment ratified: YLCA for GDPR training	£ 45.00
	Sustrans for work to Cycle track	£36386.40
c.	Payments received: Memorial Stone fee	£ 100.00
	NBG administration fee	£ 35.00
	From Yorventure for work done to date cycle path	£30,322.00
d.	Funds available:	£43,643.13

Burial Grounds:

- a. All suggestions from the Burial Ground Meeting notes were approved: Base fee for single burial to go up to £565; Memorial fees to remain the same; Administration fees up to £50 with the whole £50 going to the Clerk as remuneration; Interment fees for stillborn babies would be £50; the Clerk to ask the owners of the rugby ball to remove it to the adjacent flower bed or would be removed; a sign saying no glass vases or any tribute not complying with the rules would be removed; 50% of all future burials would go into reserves, 25% for future maintenance and 25% for purchase of further land in the future:
- b. It was agreed the Clerk could purchase a fireproof box
- c. Maintenance: a new sign for the NBG is in hand. Cllr Mrs Butterworth is awaiting quotes to dig out the arisings pit and distribute in designated low places around the NBG. The NBG will be mowed twice this year and Ashley, the gardener, is sourcing a price to treat the moss in the formal burial ground. The tap needs attention and will be attended to.

Projects on Parish Council Land:

Knapton Recreational Field: Awaiting next newsletter to ask for residents' opinion on allowing dogs onto the field.

Sand Dykes: Cllr Wright will source a sign saying "Beware Water" as agreed.

066 CYCLE PATH:

The cycle track construction is now complete except for erection of signage and hedge planting in the gaps behind Pincroft. Quotes are also being sought for filling the gaps in the hedge between the new track and the B1224 with pig netting and hawthorn whips

Heather Fairy will be looking at the rear of Pincroft in the coming week. The Clerk will email the Mittens to say that we are dealing with the rear of their property.

Councillors were unhappy with the suggested wording "Respect, Share, Enjoy" on the signage and felt it should be clear "Dogs on leads" "No horses" "No motorbikes". Signs also needed to be either end of the new path. Two parishioners had requested dog bins on the new path. The council would look into it.

Cllr Helen Butterworth was thanked for all her hard work on the cycle path.

Knapton End: A draft Bill of Quantities has been produced by Sustrans for the Knapton end and we have asked for amendments to be made, once completed they will be circulated for comment. There is definitely the money for the underpass and alongside the field.

Treemendous: Hedging has been moved back to comply with CYC requirements. Yorwaste will be asked to keep the hedge trimmed to keep the open views. We still want the trees to be moved and have asked the Treemendous chairman, but as yet have received no reply.

067 WORLD WAR 1 COMMEMORATIONS: next agenda

068 ALLOTMENTS:

There had been a meeting at West Offices arranged between the landowner, Dave Meigh and Rachel Macefield. The allotments are designated as Green Space in the Local Plan which the landowner has objected to. However this designation will not be changed and CYC are drafting a letter to the landowner to hopefully address his specific concerns. The Allotment AGM is on Wednesday. Both Cllr Steward and Cllr Rollings have worked hard to progress this.

069 DATA PROTECTION:

Both Cllrs Peter Rollings and Deborah Smitten are going on GDPR training. Cllr Deborah Smitten agreed to provide a form of words to the Neighbourhood Planning Group to go out in an email to those on their circulation list. This to be done after the training session on 17 April.

070 DRAINAGE:

Every time there is heavy rain the drains in the two bungalows on Bradley Lane get backed up. Surface water from houses on the North side of Southfield Close go into the main drains. The drain in Bradley Lane is not sufficient to take this surface water. The flow is restricted from the pond at the back of Bradley Crescent, the pond is full because the dyke sides have fallen in. The Clerk will write to CYC Jim Cavanagh regarding the pond and dyke and whether the ditches are still taking water from the Pond near West Cottage. She will also write to Yorkshire Water re. Bradley Lane drainage whilst acknowledging some improvements more needs to be done.

071 REPRESENTATIVES' REPORTS:

- a. Rural West Ward Team: There had been no meeting
- b. YLCA: there had been no meeting
- c. Yorwaste: the next meeting is 4 May.

072 POLICE REPORT:

There had been no reports this month and the Community Policing Team had not been in touch. A blue transit van had been spotted in Poppleton and a white, long wheelbase panel van had been seen at the time things had been stolen from a property in Victoria Farm Close.

On 30 April at 6pm there is a police roadshow for York Outer Villages at Athena House. Cllr Jane Wright would attend.

The Clerk would write to Julia Mulligan to say that the police reports were not reflecting what was happening in the villages.

073 CORRESPONDENCE: None

074 MINOR MATTERS AND ITEMS FOR THE NEXT AGENDA:

Next agenda – World War 1 Commemoration (towards end agenda), Dog Bins, Sand Dykes, Ash Farm, Car Valet, Rufforth Pinfold and Allotments

075 DATE OF NEXT MEETING: The next meeting will be The Annual Parish Council Meeting on Monday 14 May 2018 in the Rufforth Methodist Chapel Schoolroom at 7.30pm

Cllr Rollings thanked all those for attending and closed the meeting at 9.53 pm.

Signed _____ Chairman _____ Date _____

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

www.rufforthwithknapton-pc.gov.uk