

## **MINUTES OF THE RUFFORTH WITH KNAPTON PARISH COUNCIL MEETING HELD BY ZOOM ON MONDAY 6 JULY 2020 AT 7.30pm**

### **Present:**

Cllr P Rollings (PR) Chairman  
Cllr A Mate (AM)  
Cllr Mrs H Butterworth (HB)  
Cllr M Reynolds (MR)

Cllr Mrs A Powell (AP) Vice Chairman  
Cllr Mrs J Wright (JW)  
Cllr J Flynn (JF) from Item 46  
Cllr N Murray (NM)

**IN Attendance:** Ward Cllr Anne Hook (AH) and the Clerk

**035 Public Comments:** there were no members of the public present

**036 Apologies and Reason for Absence:** JF apologised for arriving late.

The council agreed to grant dispensations (approved absence) to all councillors covering the period without meetings due to Covid 19 (1 April to 30 June 2020) and to Cllr Mate who had been absent due to illness from October 2019.

**037 To receive Declarations of Disclosable Pecuniary Interest** (not previously declared) by Councillors on any of the agenda items: none

**038 Minutes of Previous Meetings:** Minutes of 2 March 2020, proposed by AP, seconded by JW were agreed and 18<sup>th</sup> March proposed by AM and seconded by NM were agreed and signed as a true record. Notes made 6 April on decisions taken by the council were proposed by AM and seconded by NM, 4 May proposed by AM, seconded by JW and 1 June 2020 proposed by AP and seconded by AM as a true record of Parish Council actions. These were agreed and ratified by all councillors present.

### **039 Ward Councillors' Comments:**

AH reported that it was still important to look after neighbours. CYC are encouraging people to be more active.

There is still a problem with inconsiderate parking on Northfield Lane blocking access to a farmer's field.

AM answered a question re. the Rufforth to Knapton Bridlepath explaining that it was a bridleway from Knapton to Rufforth but only as far as the cattle crush. The new path from there to Milestone Avenue was a permissive path and prohibited to horses as it wasn't wide enough and the boardwalk was not strong enough for horses.

AH was going around the villages checking road surfaces, fly-tipping etc. to report for Ward funding. AM reported the road surface in Middlewood Close as being in poor condition.

It was agreed that individual councillors would send photos to AH of any sites AH should look at.

There would be a Focus going out to Ward residents shortly.

### **040 Clerk's Report:**

- Chestnut and Oak trees in Parish Garden, Rufforth: JW had already got in touch with the tree surgeon that had worked on Sand Dykes. He would be coming out on Friday morning to look at the Oak tree in the Parish Garden and JW would also ask his

advice on the health of the Chestnut tree. The Clerk would write to CYC regarding the Chestnut's branches overhanging the Highway.

- Telephone Box: NM reported that the telephone box was being refurbished by volunteers and that the painting would probably be completed within the next two weeks. The glass would then be able to be put back in.
- The Clerk had followed up with CYC on the overflowing dog bin in Knapton and the need for strimming of weeds on the track going down to the subway under the A1237.

#### 041 Finance:

The Monthly financial report by the Clerk was agreed.

- a. Payments that were ratified by councillors at the meeting were as follows, these had previously been agreed by councillors:

6 April 2020: Clerk's salary +burial fees	£ 506.48
Clerk's expenses last ¼	£ 96.63
YLCA Subs	£ 409.00
NBG expenses to Cllr Mrs Butterworth	£ 50.00
4 May 2020: Clerk's salary	£ 441.03
Insurance BHIB	£ 709.16
VETS for defibrillator to Community Heartbeat Trust	£ 120.00
Materials for Pinfold to C & R Simpson (Builders)	£ 2628.00
1 June 2020: Clerk's Salary	£ 390.60
AJT Garden Services for Grass Cutting	£ 684.00
Clerk for payment for Web Site Development	£ 54.00
Expenses to Cllr Butterworth for Natural Burial Ground	£ 19.98
James Mackman for Internal Audit	£ 80.00
1 July 2020 Clerk's Salary	£ 383.04
Clerk's Expenses last ¼	£ 82.27
PAYE to HMRC last ¼	£ 0.00
Telephone Box materials invoice to Cllr N. Murray	£ 245.80
Neighbourhood Plan website invoice to Elisabeth Craven	£ 133.56
Rental of cycle route at Rufforth to Mr N Squire	£ 1320.00
For renovation of Pinfold to C&R Simpson	£ 6122.00
Teak oil for benches in burial ground to Cllr Mate	£ 23.95

Payment of invoice 2398 to Redfields for £795.00 for the plaque for the Pinfold was also agreed.

Councillors agreed to ratify the decision taken to use online banking during Covid 19 lockdown. NM proposed continuing to use online banking into the future, MR seconded the proposal and all agreed.

b.	Payments received since 1 April 2020	
	Double cremation plot purchase	£ 437.00
	First half precept from CYC	£ 5450.00
	Bank Interest	£ 130.75
	YLCA training refund	£ 115.00
	Credit from BHIB	£ 56.00
c.	Funds available:	£ 14,772.37

The Clerk reported that she had made a claim for refund of VAT for £2008.64

#### **042 Internal Audit:**

The Internal Auditor's report was accepted. He reported that the council's objectives had been achieved throughout the financial year to a standard more than adequate to meet the needs of the Council.

#### **043 Annual Return for the Financial Year ended 31 March 2020:**

The Annual Governance Statement 2019/2020 was agreed by the council and signed by the Chairman and Clerk.

#### **044 Annual Return for the Financial Year ended 31 March 2020:**

The Accounting Statements 2019/2020 and the Bank reconciliation for year ending 31 March 2020 were agreed by council and signed by the Clerk and by the Chairman.

#### **045 Complaints Procedure:**

PR proposed the Complaints procedure, seconded by AM and all agreed it as council policy.

#### **046 Planning Matters:**

The following had been approved by CYC:

- 20/00096/FUL Apple Tree Cottage, Rufforth for a single storey rear extension
- 20/00316/FUL 15 Bradley Crescent, Rufforth for a single storey side extension
- 20/00203/FUL 18 Southfield Close Rufforth – for 1st floor and ground floor extensions
- 20/00307/TPO Rufforth Manor to fell a Lime Tree and prune a Beech

#### Planning decisions taken by the council that were ratified by councillors:

- 20/00752/FULM Wheatland, Boroughbridge Road for erection of 60 affordable homes: The Parish Council objected strongly to this as it was in the Green Belt as in the draft Local Plan and on the grounds that it went against policies in the Rufforth with Knapton and Poppleton Neighbourhood Plans.
- 20/00358/FUL OS Field Middlewood Close Rufforth for the erection of a steel framed barn – the council had no objections to this application
- 20/00888/FUL 2 New House Covert Knapton for alterations to windows to rear elevation and introduction of brick panel – the council had no objections to this application.
- 20/00885/FUL Fairview House Rufforth for erection of stable in field to rear – the council did not object to this but asked that it be for private use only.

#### Responses to planning Applications:

- 20/01054/FUL Silverwood House Rufforth for a single storey rear extension: there were no objections to this application but that it should be in keeping with the original building and building materials should compliment the age of the building. (Policy RwK10 Neighbourhood Plan)
- 19/02016/FUL Land South of West Cottage Rufforth for change of use of woodland to domestic garden and erection of detached garage with driveway: council recognized that this site was within the Green Belt but did not object in principle as long as the perimeter woodland was retained.

**047 Minor Matters and Items for the Next Agenda:**

PR proposed that virtual meetings continue as per the normal meeting dates and all agreed, therefore there would be no meeting in August and the next would be 7 September.

PR asked all to respond to requests for agreement by email in order that there was an email trail.

Next agenda: Parish Council notice board in the Pinfold, a memorial bench for Roger Lee and benches for the cycle track. Grant application for Vehicle Activated Signs: a separate meeting would be called to consider this when in a position to do it. These were being looked at for Rufforth and perhaps a portable one for Knapton. NM would email round to get a date for a remote meeting.

It was agreed HB could get the Natural Burial Ground cut.

NM said there were cracks appearing in the tarmac from the cattle crush down to Harewood Whin adjacent to the field. This was a CYC issue and PR would look at it.

HB said that she had a resident offer to measure the land required for purchase for the Natural Burial Ground, this would go on the next agenda.

AM asked that speeding go on the next agenda

JF asked that the use of the Recreational Field should go on the next agenda

On leaving Rufforth for York the National Speed signs were just plain white and needed looking at. Someone had hit the chevron going out of Rufforth. The right-hand turn sign to Harewood Whin coming from York was in very poor condition. The Clerk would report these.

30 Southfield Close: The Clerk would follow up on the building of a gym in the garden with CYC Enforcement following the checking of final approve planning permission.

MR: Next agenda – Rights to screen share in virtual meetings.

The Clerk would investigate the cost of updating Zoom and circulate.

PR thanked all for attending and closed the meeting at 9.36pm

**048 Date of Next Meeting:** 7 September 2020 by Zoom at 7.30pm

Signed \_\_\_\_\_ Date \_\_\_\_\_

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