

**MINUTES OF THE RUFFORTH WITH KNAPTON PARISH COUNCIL
MEETING HELD IN RUFFORTH VILLAGE INSTITUTE ON MONDAY 3
APRIL 2023 IMMEDIATELY FOLLOWING THE ANNUAL PARISH MEETING
at 7.30pm**

Present: Cllr Peter Rollings (PR) Chairman; Cllr Nicholas Murray (NM) Vice Chairman; Cllr Anne Powell (AP); Cllr Helen Butterworth (HB); Cllr Andrew Mate (AM); Cllr Mark Reynolds (MR); Cllr Victoria Kirk (VK); Linda Young (LY):

In Attendance: The Clerk, Stephanie Warden (SW) and 6 members of the public

059 Public Comments: There were no comments from members of the public.

060 To receive the apologies for absence given in advance of the meeting: Ward Councillor Anne Hook (AH)

061 To consider the approval of reason given for absence: reasons given for absence were accepted.

062 Declarations of Disclosable Pecuniary Interest (not previously declared): There were none declared on any items of interest below

063 Minutes of the Meeting of the Parish Council held on 6 March 2023: These were proposed as a true record by AP, seconded by LY, agreed and signed. AP was thanked for all her hard work on the council and for her support.

064 Ward Councillors Comments and Reports: The Clerk was to follow up with AH re. putting arisings from road works in Rufforth in potholes on Southfield Lane.

065 Clerks Report: Give Way sign junction B1224 and Mill Lane ref:230127-000208 update: no one had noticed whether this had been put back in position – to be checked.

066 Planning Matters:

To decide a response to the following planning applications:

- 23/00295/FUL North Yorkshire Police Acer House Northminster Business Park Hackness Road Upper Poppleton for Bin store with 1.8m fencing, bike shelter, Variable Refrigerant Flow (VRF) units with acoustic screens, concrete hardstanding, 1.8m high fencing to rear grassed area with entrance gate and 1.8m vehicle access gate, below ground foul water drain to the rear with 5no. new soil vent pipe stacks. 4no. Roof cowls to the rear, 2no louvres to the North elevation and 7no. to the West elevation and 3no. the South elevation, door to the rear: the parish council had no objections to this planning application
- 23/00502/FUL 212 Boroughbridge Road York for two-storey side extension and dormer to rear: there were no objections to this application but would ask for a condition on building materials to be in keeping with the rest of the building.

Planning Applications decided by CYC:

- 22/02276/FUL Hazel Cottage Wetherby Road Rufforth for erection of 1no. semi detached dwelling together with partial demolition and refurbishment of the existing property known as Hazel Cottage (revised scheme) – this has been approved by CYC with conditions.
- 23/00052/FUL 1 Westview Close for formation of an additional storey to existing dwelling to provide a first floor comprising elevational alterations: this had been approved by CYC.
- York Local Plan update: The Parish Council had submitted its response that we were happy with it as it was.

067 Finance: Monthly report

a) The following payments were ratified, proposed by MR, seconded by AP:

Clerk March salary + burial fees	£ 324.12
Clerk last ¼ expenses	£ 94.42
The Parish of Marston Moor for printing	£ 6.00
Clerk for Standard email for website	£ 22.79
PHD Services for erecting Knapton Noticeboard	£ 150.00

The following payments were approved:

HMRC for ¼ PAYE	£1018.31
YLCA for Annual Subs	£ 426.00

b) Payments Received:

Invoice 285 for NBG ashes plot and interment	£ 700.00
Donation from Barratt Developments for 2 seats in Knapton Play Area	£1500.00

c) Funds Available: £ 11,532.54

068 Burial Grounds:

- Report on Burials: There had been one ashes interment in the Natural Burial Ground
- Maintenance in Burial Grounds: HB would ask Damian Hirst to empty the arisings pit.
- PR proposed that the Burial Ground Committee should be formally structured as a sub committee of the Parish Council. A chairman would be appointed (who would not necessarily have to be a councillor), The Committee would in addition be made up of the Chairman of the PC plus one other councillor, the Parish Clerk and any other persons as co opted by the Committee. PC representatives would be elected at the annual PC meeting. All agree to this proposal.
PR further proposed that Helen Butterworth be formally appointed Chairman of the Burial Ground Committee and this was agreed by all.

069 Knapton Issues: LY reported a good response to the survey undertaken by Anne Hook in July of last year. There were 3 main issues, Litter, Dog fouling and Pot Holes. There are plans to tackle some of the issues after the election. LY had arranged a litter pick last weekend which was very successful.

Red Lion: somewhat excited as there was talk of a potential buyer however this had fallen through. Discussed the option of Asset of Community Value Application. CAMRA have a useful toolkit to help. LY would look at it again and email councillors if she wanted to go ahead.

Markings have appeared on Back Lane suggesting some pothole repairs are about to take place. Unfortunately, no notifications to this effect and would be useful to know when due as the road is fairly narrow.

Noticeboard outside the playground/recreational field up but currently unable to access as no keys are available. LY to follow up with a note.

070 412 Bus Service: PR stated that the current deal had been agreed for 2 years on the current timetable. It seems unlikely that CYC or NYCC will fund a Saturday service. Cllr Young and PR will discuss the Knapton service and PR proposed raising this initially with the bus operator.

071 Rufforth Issues: It was agreed the pond would need attention and something done to thin the rushes.

072 Access to Healthcare project: It was agreed not to take up offers of to extend this project and the decision taken to close the fund once the money in it had been used (£110.50). This would go on the website to encourage people to use it.

073 Election update: There are 5 seats for Rufforth Ward and 3 for Knapton Ward. Rufforth residents vote on Rufforth candidates and Knapton residents for Knapton. It is possible that there could be an election for one ward and not the other. Nominations have to be made by 4pm on 4th April and the clerk will be notified of all candidates by close of business on 5th April.

074 Representatives' Reports:

- a) Rural West York Team and residents Forum Meetings: none
- b) York Branch Yorkshire Local Councils Association: next meeting is in June and there is a liaison meeting with CYC next week.
- c) Yorwaste Liaison Group: a meeting would be arranged for June after the elections.
- d) Rufforth Playing Fields Association: MR had sent everything through to councillors that he had received.

075 Website and Key Communications: the latest ¼ report showed that visitor numbers to the website had held up since the launch. Minutes, agendas and the burial grounds were favourites. Big news items also attracted hits like Connexions buses. It had been discovered that people do go to the website directed there from Facebook. LY would put out a notice asking for help to set up Facebook for Knapton and asking for someone to administrate it. LY and VK to consider how to engage with Neighbourhood Watch on the website.

076 Minor Matters and Items for the Next Agenda:

- Leaf blower: it had been agreed to purchase a leaf blower to be used by the PC and the Village Hall Committee. The Village Hall committee would donate half the cost.
- The school governor attending the meeting said that he would ask the school whether they wanted to train the children in use of defibrillators as there was a big push for all schools to have one.

- The resident who volunteered to look after the Rufforth defibrillator was thanked for keeping a close eye on it.

077 Date of next meeting: Monday 15 May 2023 in Rufforth Village Hall starting at 7.30 p.m. This will be the Annual Meeting of the Parish Council.

PR thanked all for attending and closed the meeting at 9:40pm

Signed_____ Date_____

Mrs Stephanie Warden, Parish Clerk: Tel: 738751 Email: clerk@rufforthwithknpton-pc.gov.uk