

**MINUTES OF THE RUFFORTH WITH KNAPTON PARISH COUNCIL  
MEETING HELD IN RUFFORTH VILLAGE INSTITUTE ON MONDAY 2  
OCTOBER 2023 at 7.30pm**

**Present:** Cllr Peter Rollings, Chairman (PR); Cllr Nick Murray, Vice Chairman (NM); Cllr Linda Young (LY); Cllr Frank Di Lorenzo (FD); Cllr Terry Edmonds (TE); Cllr Suzie Flynn (SF); Cllr Gary Thompson (GT):

**In Attendance:** Ward Cllr Anne Hook (AH); Ward Cllr Emilie Knight (EK); Stephanie Warden, Clerk (SW); 2 members of the public:

**154 Public Comments:** no one had registered to speak.

**155 To receive the apologies for absence given in advance of the meeting:** Cllr. Helen Butterworth (HB)

**156 To consider the approval of reason given for absence:** the reason for absence was approved.

**157 Declarations of Disclosable Pecuniary Interest (not previously declared):** none were declared on the items below.

**158 Minutes of the Meeting of the Parish Council held on 4 September 2023:** TE proposed the minutes as a true record the meeting, FD seconded the proposal and all agreed. The minutes were signed by the chairman as a true record.

**159 Ward Councillors Comments and Reports:** EK and AH are continuing to push for clarification on Ward funding for Rural West following the cuts. As Post Office funding was already approved it would still be available.  
It was disappointing that the 30mph extension on Bradley Lane had not been approved.  
EK has been pushing for police to meet with parish councils in Rural West at least once a year

**160 Clerks Report:**

- A request from someone to use a metal detector on land in Knapton: this had resulted in the discovery by SF that CYC did not allow this on any of its land, the request was denied but she could try other land owners.
  - Bradley Lane Village Sign: the damaged sign had been reported to the insurers and SW had gone to C&R Simpson for a quote to repair/rebuild.
  - The Chairman had a meeting with the developers in Middlewood Close, PR had been thanked as road cleaning was now better but parking was still a problem.
  - SW was asked to write to Jim Cavanagh regarding the pond and when he expected to carry out the work.
- SW will check with our Internal Auditor to see if he has an induction pack for new councillors. SF and SW will produce an Induction pack for future use. This will be circulated to councillors for comment before completion.

It was agreed in future that the Clerk's report and any similar reports will be circulated prior to the meeting, but any questions would be left for debate at the meeting.

## **161 Planning Matters:**

Approved Applications:

22/02605/FUL Land and Buildings to the North West of Moor Lane for change of use from agricultural buildings use classes, B2, B8 and E(g): this had been approved by CYC but with 27 Conditions.

23/00295/FUL North Yorkshire Police Acer House Northminster Business Park for 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 water foul drain with 5 new soil vent pipe stacks: this was approved with conditions with noise mitigation measures to be fully implemented and operational before the proposed use first opens.

- 23/01595/TCNOT Orange personal Communications Limited Tower Broad Lane Rufforth: after investigation it appears that consultation is not required on this type of application.
- Pavers application is not likely to come before committee until November, council would be informed.
- 23/00626/FULM Solar Farm update: nothing of any significance had gone onto the planning portal.
- Yorwaste have submitted their application for an alternative site for a solar installation, although this has not yet appeared on the planning portal. A meeting has been arranged on 5 October for the parish council to gain information on this proposal. The Parish Council's official response will be debated at a public meeting, date to be arranged.
- York Local Plan update: nothing to update.

23/01774/FUL Wooley Edge Farm Bradley Lane Rufforth for reconstruction of existing agricultural access from the highway as domestic driveway (retrospective): there were no objections from the parish council.

## **162 Finance: Monthly report**

a) The following payments were noted:

Clerk September salary + burial fees	£ 1031.56
Last ¼ PAYE and NI to HMRC	£ 808.61
Clerk repayment of website email mailbox	£ 6.52
Clerk expenses last quarter	£ 102.98
DJ Hirst for removal of arisings spoil Burial Grounds	£ 970.00
Realise Futures for 2 benches	£ 1203.22

b) Payments Received:

Invoice 296 for NBG plot and interment	£ 1260.00
Invoice 297 Part payment NBG plot	£ 873.00
Invoice 298 Double Plot and interment BG	£ 1733.00
Invoice 301 NBG Interment fee	£ 420.00
CYC second half precept	£ 6150.00
Invoice 300 Reservation double plot BG	£ 1418.00

c) Funds Available £13,344.49

## **163 Burial Grounds:**

- a) Report on Burials: 2 NBG Burials and 1 Formal Burial
- b) Maintenance in Burial Grounds: SW reported that the car park and path badly needed an overhaul. We would look to having a burial meeting late October/early November. SW would look at dates and make suggestions.

#### **164 Knapton Issues:**

- Community Woodland: GT had written a report to go onto the website from the meeting last month. It was agreed that a meeting needed to be set up with Councillors Jenny Kent and Kate Ravilious (Executive members for Environment and Climate Emergency) about signposting and parking and promoting arriving by foot/cycle/bus.
- SF reported that Knapton Councillors had met with PCSO Nigel Klavins which had been very interesting and useful. The Red Lion, opening in November, could be used to arrange a meeting of residents of both villages with the PCSO where he could speak on crime prevention and do some bike stamping in the car park. OPSNAP is a dedicated site for people to report motoring offences. It was important to get a date in the diary and publicise it for the meeting with police and residents. Anti-social behaviour in Knapton seemed to have stopped.  
SF would chase up with Dave Meigh (CYC Operations Manager for Parks, Play Areas and Allotments) regarding moving the bin, getting a lock for the bollard and fixing the broken gate to the recreational field.
- LY thanked TE for agreeing to do some Speedwatch training on 17 and 21 October, it was necessary to get data together for helping a decision on the A1237 junction with Main Street. There had been issues with the defibrillator but it appeared that it was due to the electricity supply being switched off in the pub.

#### **165 Grass Cutting:** It was decided to leave this to the next meeting.

**166 Traffic Management Update:** NM reported that the 20mph zone had been approved. Peter Marsland (CYC Project officer) would be contacted to establish what changes might be made to signage and engineering.

Rufforth is now on a list for investigating narrow footpaths but remains low in priority. The extended 30mph zone / 40 mph buffer zone on Bradley Lane was not approved. NM will ask if count down markers can be looked at instead.

TE had circulated 3 reports, 1 on the VAS showing speeding numbers and the other from Speedwatch in 2 areas, one at Maythorpe and one on Bradley Lane. These suggested a need for a monitoring system, independent of speedwatch and VAS, for outgoing vehicles. It had been agreed that data logging should be requested, supported by new CSW data, to take place after the 20mph zone has been installed in line with the agreed Traffic management plan. NM has requested further information on a new style of "Speed/Thank you" VAS from CYC, potentially for this area. TE would try and do some monitoring of speeds at Maythorpe and Bradley Lane in preparation for supporting the case for buffer speed limits or warning signs at these entrance points to the village.

TE had taken photographs of footpaths round by the church in Rufforth. Lorry wing mirrors were over the footpath and lorries were also mounting the footpath. He would put a dossier together.

**167 Rufforth Playing Fields Association Trust Deeds:** The Sub-committee (PR, NM and FD) had met on 20 September. A report from that meeting is in the minute file. The new constitution must follow the 1973 Deeds. The new constitution has recently been revised following a review to go to an EGM of the Playing Fields Association on 23 October.

**168 6 June 2024 D Day Celebrations:** LY suggested that both villages could have a beacon with a gathering of remembrance. This is to go on the next agenda.

**169 Representatives' Reports:**

a) Rural West York Team and residents Forum Meetings: nothing to report

b) York Branch Yorkshire Local Councils Association: Thursday 12 October, PR and NM will attend but any councillor can attend. PR reported that he had attended a meeting with YLCA and CYC. Poor response times had been raised. If anyone was getting poor response times outside the 5 days agreed in the Parish Council Charter they should copy their email to Laura Williams (CYC Assistant Director Customer & Communities) or Cllr Michael Pavlovic (Executive member for Housing, Planning and Safer Communities).

c) Yorwaste Liaison Group: PR would get a date for November for the next meeting and ask for a tour of the site for FD and TE.

d) Rufforth Playing Fields Association: FD would attend the EGM on 23 October.

**170 Website and Key Communications:**

- 2 photos needed to be redone and then they will go to CMM for putting on the website. SF was meeting with CMM on Friday to discuss changing the header layout as had been suggested by Aubergine. SF might also do something on litter for the website.
- PR said that after the meeting with Yorwaste on Thursday re. the solar farm they could look to put something on the website.

**171 Minor Matters and Items for the Next Agenda:** It was agreed that NM and FD should be bank signatories as there were only PR and HB on the list now.

**172 Date of next meeting:** Monday 6 November 2023 in Rufforth Village Hall starting at 7.30 p.m.

PR thanked all for attending and closed the meeting at 9.35pm

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