

RUFFORTH WITH KNAPTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN RUFFORTH VILLAGE INSTITUTE ON MONDAY 1 JULY 2024

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

IN ATTENDANCE: Ward Councillors Anne Hook (AH) and Emilie Knight (EK); The Clerk, Stephanie Warden (SW); 3 members of the public:

109 Public Comments: None

110 To receive the Apologies for absence given in advance of the meeting: none

111 To consider the approval of reason given for absence: none

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

113 Vacancy Rufforth Ward:

2 parishioners had put themselves forward for the position of Councillor for Rufforth Ward. Both said a bit about themselves as well as sending a resume to the council earlier. It was agreed by councillors that they would both make excellent councillors. PR proposed a vote, the result was 4 for Victoria Kirk (VK) and 3 for Andrew Collier. PR asked VK to join the councillors and she duly signed her Declaration of Acceptance of Office. PR thanked Andrew for his interest and asked him to come forward should another vacancy occur.

114 Review of Policies, Standing Orders and Financial Regulations:

- Dealing with the Press & Media: this would come to the next meeting.
- Health & Safety: this would come to the next meeting.
- Confirm all other policies: SF raised that she had reviewed policies on our website against the YLCA suggested policies and noted that we need to ensure we at least have the statutory policies in place. We may have all of them in place but we need to review to ensure they are all on the website or accessible by councillors if appropriate. SF noted that some current policies have had an update (example the Publication Scheme 2017 was updated in 2020) and that has not been updated on the website. Policies currently posted on the website were formally approved. At the September meeting a procedure would be agreed for adopting any further policies as appropriate.
ACTION: SF would circulate the list of YLCA suggested policies.

115 Minutes of the Meeting of the Parish Council held on 3 June 2024: NM proposed the minutes as a true record, FD seconded and they were agreed.

116 Ward Councillors Comments and Reports: EK said that 22 July was supposed to be the start of the green bin charge, this was not happening and CYC had decided to trial an area before going out to all citizens. It was advised by Ward Councillors to keep putting out your green bins and await a letter.

Assurances had been given that the temporary bridge on the Rufforth to Knapton Bridleway would be in place as soon as possible.

There was a small amount of money for the Ward for potholes, the rest being for Middlewood Close, the cost of which is shared between the developers and CYC. Footbridge: PR had received an update from PROW, they have a proposal to provide a temporary bridge but this had to go to CDM. AH would find out where and with whom this rests now. PR will follow up at the Parish Liaison meeting. People are looking for information on the cycle path on the website.

- 117 Clerks Report:** A copy of the report is in the minute file. The state of Hannam Lane was reported to PROW and it was now considered walkable. The PROW Officer had noted that the section of the footpath from The Avenue had not been cut as usual. CYC will do a basic cut to take pressure off the landowners and support users of the footpath.

Other matters were on the agenda for discussion.

118 Planning Matters:

- 24/00963/FUL 14 Southfield Close Rufforth for single storey front, side and rear extensions: the parish council do not object to this application but asked for safeguards regarding materials and design to be in keeping with the original building.
- 23/00626/FULM Solar 2 Solar Farm update: **ACTION:** SW would contact the developer for a meeting in August giving some dates that councillors could not do but asking them to come back with dates available to them. Hopefully we can get a date that suits most people if not all.
- Land behind Middlewood Close re. concerns over flooding and site security: PR had written to the developer with these concerns but had not had a reply. The Developer is waiting for the water to drain and civil action has not been resolved so work is still stopped.
- PR had spoken to the planning officer and raised the PC's specific concerns regarding the proposed site in Knapton in the light of the issues in Rufforth. There also needs to be signage directing site traffic on and off the ring road not through the village.

GT said the main concerns were biodiversity, drainage and parking.

ACTION: PR will ring the planning officer and follow up with email.

There also needed to be a follow up with Yorkshire Water as there were problems in Rufforth. Knapton planning needs to be looked at carefully. AH will encourage Yorkshire Water to take a bigger interest in planning applications rather than a cursory letter.

- Harewood Whin Green Energy Park: Neil Fletcher is the new CYC project manager and is currently on an induction programme. PR has a meeting with him and Sean Gibbons on 23 July.
- York Local Plan: nothing to report
- Enforcement are looking into the rebuilding of a wall to replace the existing one at Knapton House.

119 Finance: Monthly report

a) The following payments were ratified following NM's proposal, FD seconding and all agreed:

Clerk: June salary and burial ground fees	£ 1015.90
Clerk expenses ¼	£ 100.91
PAYE to HMRC	£ 559.92
Invoice 76844933 Website Mailbox	£ 8.46
Invoice CMM230501 to CM Marketing Solutions for website content delivery	£ 960.00
Woodstain expenses to Cllr T Edmonds	£ 20.99
Burial Ground expenses to P Warden	£ 75.18
It was also agreed to pay Invoice 000009 to A Slodki	£ 130.00

b) Payments Received:

Invoice 312 JG Fielder and Son for NBG Interment	£ 325.00
Invoice 313 Hayley Owen FD for NBG plot and Interment	£1733.00
Invoice 314 Hayley Owen FD for NBG plot and interment	£1300.00
Invoice 315 Mr & Mrs Wilson for double crem plot Cr27	£ 732.00

c) Funds Available:

£10,520.24

It was noted that the Co-operative Bank is to be acquired by Coventry Building Society.

TE said seals were needed for the noticeboards and purchase of these was approved. PR asked Councillors what projects they would like to see happen and to bring them to the October meeting.

120 Grass Cutting around the Villages within the 30mph zones:

An email had been received to say that Rufforth village would be cut on "Monday next". B1224 Litter Picking had been done.

There was a Parish Liaison meeting next week and PR would raise issues of Double Taxation.

TE passed around a map and spread sheet giving areas of grass that needed cutting. Green areas were currently cut by residents. Red areas needed to be cut by tractors at c. £50 per hour. If grass cutting responsibilities are to be taken over by the Parish Council it will cost around £2000 in addition to that currently budgeted. A decision could not be taken until we have a clear steer on double taxation. PR proposed, therefore, that CYC still cut the grass this year and then the PC would get quotes for next year and budget for it. This was agreed.

ACTION: SW would clarify the contract with AJT Garden Services.

121 Knapton Issues:

- Motor Bikes in Woodland: GT had emailed Nick Short of Forestry England, there was an issue with anti social behaviour with quad bikes, scooters and motor bikes. There were safety concerns for children and dog walkers as well as equestrians. GT agreed we didn't want to restrict access but Forestry England must have come across this before and have ways of dealing with the problem. There was a need to make sure residents were reporting instances and the message needed to get out to them. GT would follow up with Nick Short.
- Speeding concerns where Ten Thorn Lane meets Knapton Lane: LY had submitted a speed concern.
- SF said that we should be getting data sent to us from the box that had been installed at the ring road end of Main Street.

122 Rufforth Issues:

- 20mph zone update: CYC are proposing to extend the 20mph zone slightly and still expect the work to be done by the end of August..
- Cycle path footbridge and PROWs: this had been covered earlier in the meeting.
- Events on Airfield: The response from CYC had been circulated round councillors. The events do not require licensing and as such there is no action the PC can legally take. Traffic Matters are for the police and noise for the Environmental Officer. PR would attempt to set up a meeting with the landowner to discuss the issues. FD said that public safety was an issue. The RPFA had been running a caravan rally that weekend and there was a cricket match and tennis. Normal users of the access road were blocked in.

ACTION: PR and FD to meet with RPFA to discuss their concerns.

- Allotments: **ACTION:** PR was meeting with Dave Meigh from CYC on 8th July and would report back next meeting.

123 412 Bus Service: future funding will be the responsibility of the new mayoral authority. The contract for the 412 is for 2 years but with an option for three further years. PR was looking to talk again late Summer. York Bus Forum are raising the issue of bus services in villages. Knapton has only one service per day which is unsatisfactory and PR will raise this issue when discussing future services. Public funding is unlikely to be available for evening services for leisure purposes.

124 Representatives' Reports:

- a) Rural West York Team and residents Forum Meetings: None
- b) York Branch Yorkshire Local Councils Association: There is the Parish Liaison meeting next week.
- c) Yorwaste Liaison Group: PR would look to early September for the next meeting.
- d) Rufforth Playing Fields Association: At the AGM on 27 June FD had said we weren't prepared to fund signage but would help to put the message across re the rules and dog fouling in noticeboards/website/newsletters. There was a £10,000 fund available from North Yorkshire Council (Councillors Fund) for signage for villages. They are doing financially well. The application for Land Registration is in.

125 Website and Key Communications:

- CMM had sent a spread sheet showing website traffic to SF. SF raised that we had updated the website to include an update on the bridge closure because we had seen an increase in visitors to that page. The stats show that the burial ground has by far the highest number of unique visitors, and as such we should look to incorporate more information on the burial ground webpage itself, such as information from the burial ground brochure, and some frequently asked questions. **ACTION:** SF would pass stats on to Councillors.
- **ACTION:** SW to look for most asked questions so we can add those to the website. The burial ground working party will consider updating the brochure.

126 Minor Matters and Items for the Next Agenda:

AH said that large vehicles were using the bridlepath to get to the site on Northminster Business Park.

127 Date of next meeting: Monday 2 September 2024 in Rufforth Village Hall starting at 7.30 p.m.

PR closed the meeting at 9:48 pm and thanked all for attending.

Signed _____ Date _____