

RUFFORTH WITH KNAPTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN RUFFORTH VILLAGE INSTITUTE ON MONDAY 2 SEPTEMBER 2024

PRESENT: Cllr. Peter Rollings (PR), Chairman; Cllr. Nick Murray (NM), Vice Chairman; Cllr. Frank Di Lorenzo (DL); Cllr. Terry Edmonds (TE); Cllr. Gary Thompson (GT); Cllr. V Kirk (VK)

IN ATTENDANCE: Ward Councillors Anne Hook (AH) and Emilie Knight (EK).

128 Public Comments: None

129 To receive the Apologies for absence given in advance of the meeting:
The Clerk, Stephanie Warden (SW); Cllr. Suzie Flynn (SF); Cllr. Linda Young (LY).

130 To consider the approval of reason given for absence: Approved

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

132 Minutes of the Meeting of the Parish Council held on 1 July 2024.
Re item 118 Knapton house to be amended replacing the phrase “ erection of a wall “ with “ rebuilding of a wall to replace the existing one at Knapton House “,
FD proposed the minutes with amended comment as a true record, GT seconded and they were agreed.

133 Review of Policies, Standing Orders and Financial Regulations:

- **Dealing with the Press & Media:** Proposed NM, seconded FD. **Approved.**
- **Health & Safety:** Revised policy presented and proposed by TE, seconded NM. **Approved.**
TE to submit supporting documents and procedures for review. **Action TE/PR**
- **Financial Regulations:** These have been updated in line with YLCA guidelines and proposed for approval PR, seconded TE. **Approved.**
DL Asked if the Clerk's RFO training is up to date. **PR to discuss with SW.**
- **Lone Working:** SW had submitted a draft policy. TE pointed out that there is a lot of duplication with the new H&S policy and will review and amend.
Action TE
- Confirmation all other policies: SF has shared a list of statutory policies. We have all of them in place with the exceptions of formal policies for Transparency Code, Data Audit and Burials Cemetery Management.
ACTION: SF/PR & Burial Grounds working group.
PR & SF to look at 'YLCA 'Best Practice' policies for adoption if appropriate

134 Ward Councillors Comments and Reports: EK reported that James Gilchrist would, for the time being, be handling any issues previously dealt with by Neil Ferris at CYC. She will also forward details of grant funding for residents to upgrade domestic insulation and heating. **Action EK**
The council was also pleased to welcome EK as a Rufforth resident and look forward to her support for the parish first hand.

135 Clerks Report: A copy of the report is in the minute file. The PROW Officer had attended to concerns about the footpath from The Avenue and Hannam.

136 Planning Matters:

- 24/00963/FUL 14 Southfield Close Rufforth for single storey front, side and rear extensions: **Approved**
- 24/00472/FUL Knapton House Main Street Knapton for two storey rear extension, single storey side extension with first floor terrace and canopy roof to side following demolition of existing rear projection. **Approved** after revisions of scale.
- 23/00626/FULM Solar 2 Solar Farm update: The PC is still awaiting meeting date with the developer. **ACTION PR** to arrange meeting end September/early October.
The PC are advised that archaeological survey will be carried out across the planned development over the next four weeks as required by the Written Scheme of Investigation.
- Land behind Middlewood Close re. concerns over flooding and site security: PR has still not had a reply from the Developer as to progress. Concerns have been raised by a resident as to the state of the road although the same conditions of reinstatement apply. PR is in contact with CYC highways re timing. It has been reported that activity on the site has recommenced.
- Proposed site in Knapton. PR had spoken to the planning officer and raised the PC's specific concerns 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.
Changes to floor plans had been noted and will be checked. **ACTION GT**
- GT reported that recent trial digs had taken place and contractors were parking on Back Lane and causing obstruction.
AH will encourage Yorkshire Water to take a bigger interest in planning applications rather than a cursory letter.
- Harewood Whin Green Energy Park: PR met with Neil Fletcher, the new CYC project manager, and he is currently narrowing down the various options. PR to meet again with him and Sean Gibbons later in September.
The Harewood Whin solar planning application is still progressing and agreement on Glint & Glare issues look to be addressed.
- York Local Plan: PR/AH reported that this is now in the final consultation phase. Potential changes, from the new Labour Government to the approach to planning and Green Belt, suggest that there may be a move to add up to another 250 houses per annum which would impact on the Plan and, potentially, on our parish. PR will be discussing this at the forthcoming YALC meeting to gauge feelings with other PCs.

137 Finance: Monthly report

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

Clerk: July salary and burial ground fees	£ 873.90
Flowers for retired councillor	£ 25.20
Grass Cutting x3 AJT Garden Services inv4434	£1122.00
Invoice SI-4824 Tanalised timber posts	£ 40.20
Invoice 77393552 Website Mailbox	£ 8.46
Invoice S272817 for defibrillator pads	£ 71.29
Invoice 4474 Grass cutting and hedge cutting	£1308.00
Inv2240955 Falon nameplates for memorial plaque	£ 182.12
Inv000010 A Slodki for work to Burial Grounds	£ 156.00
Inv14695 Sports Turf Services (York) Ltd for Flailing and strimming works to NBG	£ 240.00
Inv 77728936 Website mailbox	£ 8.46
Inv 20.08.24 All Aspect Trees Ltd Tree work in	

Burial grounds	£ 750.00
Clerks August salary	£ ?
b) Payments Received:	
Invoice 315 Mr & Mrs Wilson reservation ashes plot BG	£ 732.00
Invoice 317 Hayley Owen FD for BG Interment	£ 217.00
Invoice 318 NBG plot reservation and memorial plaque	£1225.00
Invoice 319 NBG memorial plaque	£ 250.00

c) Funds Available: £ 8,555.81

138 Knapton Issues:

- GT reported that new gates had been installed at the underpass and the woodland entrance to deter scooter riders & travellers. Forestry England had responded quickly to the recent traveller incursion and had cleared the site within 4 days with police assistance.
- There had been an extremely low-key opening ceremony in August. Ward Councillors and Parish Council had not been given any advance notice and expressed disappointment that this had not been given more community involvement.
Councillors expressed concerns as to the, apparently, excessive cycle parking area, and anticipate car parking issues within Knapton village and along Northfield Lane. **GT and others to monitor.**
SF still awaiting data from the box that had been installed at the ring road end of Main Street.
- GT was pleased that the play area had been well used during the summer.

139 Rufforth Issues:

- 20mph zone update: Following representations from the PC, CYC had added painted roundels and early indications show that these have added to the awareness of motorists. VK commented on the potentially confusing speed signage when entering the village from Wetherby. NM explained that CYC are aware of this but want to give it time to see how the system works.
Regrettably, it is not feasible to change the VAS sign without the need to submit a new scheme that could take considerable time and expense, even if successful. TE to let things settle down and do more longer-term CSW analysis.
PR added that, when looking back, we have made tremendous strides with traffic management over the last five years and, while nothing is perfect in everyone's eyes, we have delivered a practical solution to speeding on Wetherby Road.
- Cycle path footbridge has now been reopened, albeit with a temporary solution. VK reported that the old fencing appears to have been dumped in the Foss beck. SW to take up with CYC. **Action SW**
- PROWs: this had been covered earlier in the meeting.
- Bradley Lane Bridge closure. Notices have been sent out to advise local residents that the road will be closed 24/7 for approximately three weeks.
- Events on Airfield: PR to set up a meeting with the landowner to discuss the issues together with RPFA. **ACTION: PR and FD.**

140 Grass Cutting:

- PR has had no response from CYC regarding allocation of costs or double taxation. Generally agreed that we may have to arrange for a mix and match arrangement using both CYC and contractors. PR will chase up in preparation for budgeting. **ACTION:** SW would clarify the contract with AJT Garden Services.

- Hedgerows along the B1224 which are overgrowing the verges and need cutting back. PR to contact CYC/Yorwaste. GT to contact Forestry England.
Action PR/GT
- Hedgerows on cycle path from Cattle crush to Tinker lane. Field side hedge needs to be reduced in height. Hedge to the left when approaching gate needs cutting back.
Action. PR to speak with Yorwaste.
- School frontage. Shrubs are spreading onto footpath immediately outside the school. Agreed that SF take up with the School governors. **Action SF**

141 Projects that Councillors would like to see considered for the future.
Items tabled included Disabled Access to Knapton Play area, VAS sign on Wetherby Road (Maythorpe – outgoing), 20 MPH bin stickers, Footpath to Playing fields, Alternative play area in centre of Rufforth.

142 Representatives' Reports:

- a) Rural West York Team and residents Forum Meetings:
- b) York Branch Yorkshire Local Councils Association:
- c) Yorwaste Liaison Group: Meeting set for 24 September.
- d) Rufforth Playing Fields Association: Next meeting 3 September.

143 Website and Key Communications:

- Additional Content. Facebook posts and website updates in hand for all necessary items.
- Autumn newsletter. Draft circulated. Content still to be added including solar farm updates. Anticipated publish date October.
- Online Portal. NM outlined the case for a councillor only restricted facility. This will be a 'read only' facility to act as a repository for any standard documents, procedures and history. Cost £100 pa, It was agreed to trial this and review in 2025.
- .gov.uk Domain change. Current provider, Fasthosts, unable to continue. Our website host, Aubergine, is an approved provider and all agreed that SW can speak with them to compare costs and switch if not significantly different.

144 Minor Matters and Items for the Next Agenda:

Allotments: PR met with Dave Meigh from CYC and a revised location identified for the composting area to be constructed at CYC expense.

145 Date of next meeting: Monday 7 October 2024 in Rufforth Village Hall starting at 7.30 p.m.

PR closed the meeting at 22.10 pm and thanked all for attending.

Signed _____ Date _____