

RUFFORTH WITH KNAPTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN RUFFORTH VILLAGE INSTITUTE ON MONDAY 2 DECEMBER 2024 AT 7:30p

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

In Attendance: Ward Councillor, Anne Hook (AH) and Clerk, Stephanie Warden (SW).

182 Public Comments: There were no members of the public present.

183 Apologies for absence given in advance of the meeting were received from Cllr Victoria Kirk

184 Approval of reason given for absence was accepted.

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

186 Minutes of the Meeting of the Parish Council held on 4 November 2024: The minutes were proposed as a true record by NM, seconded by GT and agreed.

187 Review of Policies:

- Data Protection Policy: This was proposed for adoption by the council by TE, seconded by NM and agreed.
- H&S Reference Document including Home Working and Lone Working: After much discussion it was agreed the documents TE had presented were too onerous for a small parish council and it was proposed that 1. There should be Risk Assessments (RAs) done for tasks regularly carried out by the councillors, 2. The clerk to ask for Contractors to sign a letter of indemnity saying they have the correct insurance cover and assessed risks. The contractor shall ensure that his employees are competent and have been trained/briefed adequately to carry out the tasks required and 3. If other jobs come along and councillors want to do it themselves then a RA would be carried out or alternatively a contractor would be employed. GT proposed, TE seconded and it was agreed.

188 Ward Councillors Comments and Reports: AH reported that CYC were pushing out a lot of policies e.g. Sustainable Transport. These were long term plans that needed money. There was no mention made of the 412 so hopefully no changes will be made.
NM had spoken to Julian Ridge at CYC who had asked how councillors feel about a blanket 20mph through the City and surrounding villages.

189 Clerks Report: The Clerk had sent out a report to councillors. Following reporting twice about the fly tipping on Bland Lane it had been cleared as had the reported fly tipping on Ten Thorn Lane.

190 Planning Matters:

Updates:

- Hessay Solar Farm: PR attended a meeting of Hessay Parish Council and outlined the salient points of our meeting with Solar2. Hessay are keen to work

with us and it was agreed that a liaison group would be formed consisting of 3 representatives from Rufforth with Knapton and 2 from Hessay with the first meeting with Solar 2 to be arranged in the New Year.

ACTION: To Put on the January agenda to agree 3 representatives from Rufforth and Knapton and 2 from Hessay on the working group.

- Harewood Whin Green Energy Park: PR had a meeting with Neil Fletcher, the new Project manager for the Green Energy Park. Very little progress has been made. They have decided to appoint consultants to help them assess the various options and this appointment process has only just been completed. The Strategic Outline case was originally planned to be prepared by September '24 and this will now be October '25 and the Outline Business Case was November '24 and now June '25.
PR has another meeting arranged for mid February by which time the consultants will have assessed the various options.
- Knapton Housing Development: Biodiversity net gain is to be achieved by land bought in Rufforth to be sown with wildflowers etc.

Applications: 24/02157/TPO Rufforth Manor Wetherby Road Rufforth to fell 1 no. Lime also up to 3m crown reduction and 25% crown thin of 1 no. Cherry and 1no. Silver Birch: there were no objections to this application.

Approved Planning Permission: 24/01713/FUL 15 Bradley Crescent, Rufforth for single storey extension to existing garage.

191 Finance: Monthly report

a) The following payments for November were noted:

Clerk: November salary and burial ground fees	£ 932.20
Invoice 78752836 Website Mailbox	£ 8.46
CM Marketing Solutions for Autumn Newsletter	£ 240.00
Heavy Duty Dustbin liners for Burial Ground	£ 6.99
ICO annual fee	£ 35.00

The following invoices were approved for payment:

Aubergine for website	£ 328.80
SLCC SUBS	£ 150.00

b) Payments Received:

Invoice 323 for plot + interment fees NBG	£1733.00
Invoice 324 for headstone in Burial Ground	£ 120.00
Invoice 325 for interment fee BG	£ 325.00
Invoice 326 for headstone Burial Ground	£ 160.00

c) Funds Available:

£ 11,624.96

d) Budget: Councillors raised items for consideration for 2025/26: it was considered sensible to put something in the budget if support for the Rufforth outreach post office were needed.

3 special projects were put on the table by SF for a path to the play area in Knapton, FD a path to the play area at side of playing fields and from TE for interactive road signs. These would be brought to the February meeting. **ACTION:** February agenda – Special Projects.

192 Burial Ground Report:

LY had sent out a report to councillors prior to the meeting. It was agreed to look at comparable fees in other burial grounds. Wording for the leaflet was approved and agreed that the website would be updated accordingly. It was agreed that plots could be reserved but not specific plots except in special circumstances. It was agreed that the terminology of “ Policies and Procedures “ would be adopted in place of “ Rules and Regulations”

193 Website and Key Communications:

- It was agreed to put notices of the permissive path's closure for the day on the website and networks as well as notices at either end in Rufforth and Knapton. Day of closure is 23 December 2024
- Online Portal: It was agreed to have a zoom meeting on this in early January at 6pm.

194 Rufforth Issues:

- Events on Airfield: Cllrs. Rollings and Di Lorenzo this to go on the next agenda.
- Traffic Management: 20mph zone: TE reported on recent Speedwatch data that showed that 27% vehicles were recorded at speeds in excess of 24mph. However, the majority of councillors felt that there had been a significant reduction in overall speeds following the introduction of the 20mph zone. FD and SF felt that we should let things bed down before taking any further action and this was agreed by the majority.
- Ref. Minute 188, CYC had been asking us for opinions on blanket 20mph but councillors had agreed NO. There was a consensus of opinion in favour of revisiting 40mph buffer zones on entry to the villages where speed limits are dropping from 60mph to 30mph. **ACTION:** NM to raise again with CYC.

195 Knapton Issues: ACTION: Knapton Traffic Data was to be on the next Agenda

196 VE Day: It was agreed the Parish Council would not initiate any activities but this has been referred to the Village Institute Committee to see if there is some interest.

197 Representatives' Reports: To receive reports on meetings councillors have attended:

- a) Rural West York Team and residents Forum Meetings: nothing to report
- b) York Branch Yorkshire Local Councils Association: nothing to report
- c) Yorwaste Liaison Group: nothing to report
- d) Rufforth Playing Fields Association: FD reported that the Tennis Club have applied for a storage cabin. It was also noted that in the future anyone putting on an event would have to abide by Martin's Law.

198 Minor Matters and Items for the Next Agenda: none

199 Date of next meeting: Monday 6 January 2025 in Rufforth Village Hall starting at 7.30 p.m.

PR thanked all those present and closed the meeting at 9:55 pm.

Signed_____date_____