

**MINUTES OF THE RUFFORTH WITH KNAPTON PARISH COUNCIL  
MEETING HELD IN RUFFORTH VILLAGE INSTITUTE ON  
MONDAY 6 MARCH 2023 at 7.30pm**

**PRESENT:** Cllr Peter Rollings (PR) Chairman, Cllr Nicholas Murray (NM), Cllr Anne Powell (AP), Cllr Andrew Mate (AM), Cllr Mark Reynolds (MR), Cllr Victoria Kirk (VK), Cllr Linda Young (LY).

**IN ATTENDANCE:** Ward Cllr Anne Hook (AH) and one member of the public.

**039 Public Comments:** None

**040 To receive the apologies for absence given in advance of the meeting:**  
Cllr Helen Butterworth (HB), Stephanie Warden (SW) Clerk.

**041 To consider the approval of reason given for absence:** Reasons for absence were approved for HB and SW - (minuted as compassionate)

**042 Declarations of Disclosable Pecuniary Interest (not previously declared):**  
None

**043 Minutes of the Meeting of the Parish Council held on 6 February 2023:**  
AP proposed the minutes as a true record, AM seconded, and all agreed.

**044 Ward Councillors Comments and Reports:**  
AH reported that the streetlights are now working. Councillors were unsure that the VAS at the Wetherby end of the village is still not working. PR asked councillors to check and report back.  
AH had also enquired about potholes on The Avenue, Rufforth, and had been informed that the street is unadopted. AH to check this out with CYC.  
AH is chasing information regarding blocked drains in Knapton.  
PR recorded a vote of thanks to Cllr. Hook for all her work and support of the PC during this term of office at CYC.

**045 Clerks Report:**  
Although the clerk was not in attendance, the following were discussed:

- Give Way sign junction B1224 and Mill Lane ref:230127-000208: this had still not been replaced. AH has reported to CYC.
- Lighting pollution at DPD (Northminster). AH reported that CYC Public Protection would investigate having obtained photos from local residents.

**046 Planning Matters:**  
To decide a response to the following planning applications:

- 23/00332/FUL Mistral Main Street Knapton for Single storey rear extension, loft conversion with hip to gable, 1no. dormer to front and 1no. dormer to rear. There were no objections although concerns were noted regarding the large, flat roof upper floor extension at the rear. **PR to draft response.**
- 23/00306/FUL Meadowcroft House Bradley Lane Rufforth for single storey side extension and porch to side. No objections. **PR to draft response.**
- 23/00250/FUL Change of use from waste management (Sui Generis) to industrial and storage (use classes B2 and B8). Land Adjacent To Control Tower Rufforth Airfield Rufforth Airfield Rufforth York. No objections in principle but need more information on the type of business proposed. **PR to draft response.**

Planning Applications decided by CYC:

- 22/02572/TCMAS Erection of 18m monopole at junction of Bradley Lane and Southfield Close: this has been refused.
- Proposed Solar Farm between Hessay and Rufforth: pre planning consultation.  
NM opened by summarising the discussions from the Zoom presentation, attended by PR & NM, on 21 February 2023. PR made reference to the 'viewpoints' presented, which had been selected by CYC planning, and added that he has requested additional viewpoints from elevated positions on Harewood Whin. PR reported he had been informed that the site capacity is limited to 49.9 MW due to limitations upon the National Grid, but MR stated that this is, in fact, to keep below 50.0MW where it will be necessary to go for approval by the Secretary of State. This would be clarified at the drop in event to be held the next day.  
There then followed a discussion as to the use of arable land, albeit of low grading, at a time of food supply crisis, when there is an alternative brownfield site at Harewood Whin?  
It was agreed that the PC's preference would be Harewood Whin, but would seek feedback from residents at the drop-in meeting and to discuss again before responding to the developer's consultation at the end of the week.
- Update on planning applications in process.
- York Local Plan update: Proposed Main Modifications Consultation (February 2023): Inspectors have asked CYC to consult on a schedule of proposed Main Modifications in response to issues raised by the Inspector. PR has studied these modifications and is satisfied that there is nothing affecting the parish and will draft a letter of support.

**047 Finance: Monthly report**

a) The following payments were ratified:

Clerk January salary + burial fees	£ 406.62
Defib Store Ltd	£ 73.20
Asgard for Spare keys for Allotment Shed	£ 380.08
Fasthosts 50GB Exchange 2019 Mailbox Website	£ 6.52
Proposed NM, Seconded AP, all agreed	

b) Payments Received:

Invoice 282 for NBG burial plot and interment	£1600.00
Invoice 283 for NGB Interment of ashes	£ 200.00
Invoice 284 for memorial plaque	£ 250.00
Double taxation claim from CYC	£ 460.00
VAT reclaim from HMRC	£1358.56

c) Funds Available: £

**048 Burial Grounds:**

a) Report on burials: There had been one full burial and one interment of ashes, both in the NBG. The interment has been fully paid for.

b) Maintenance in Burial Grounds: Nothing to report.

**049 Knapton Issues:**

LY requested information on Neighbourhood Watch for Knapton to be posted on Parish Council website and FaceBook.

**VK & LY to liaise on wording.**

There followed a discussion about the Rufforth Community FaceBook group being rebranded as 'Rufforth with Knapton' and LY said that some residents would prefer a Knapton only version. Also, the question of a newsletter was again raised to serve residents who cannot access social media.

Red Lion Pub no updates at this time. LY and AH to meet to discuss and review survey undertaken by AH and outstanding works in Knapton.

**050 412 Bus Service:**

PR reported that the closing date for tenders was 3 March and that there is a legal requirement for a cooling off period of 10 working days, so nothing expected before 20 March.

Tenders are for the existing timetable with an option to operate a Saturday service as per the timetable. This will still mean that Knapton gets one service per day.

**051 Rufforth Issues:**

Racing events on the airfield: PR reported that these events do not require a licence from CYC, although the organisers do have a duty of care to those attending and to the local community, and could help by issuing advance notice of events and engaging with visitors to encourage them to respect local residents, as is the practice at some other motoring events in the area. **PR to respond to Mike Wood.**

**052 Elections:**

PR has written to CYC Electoral Services to clarify some issues.

AH gave details of dates and procedures, should an election be necessary which would take place on 4 May.

This will depend upon the number of nominations. The first date for nominations will be 28 March and the closing date will be 4 April 2023.

**Residents are to be reminded that they will need Voter I.D. to vote and, should they use a postal vote, then the last date to apply is 18 April.**

Candidates will be invited to put a short, written statement about themselves on the PC website.

Full details will be published on the PC website and notice boards closer to the time. **VK to draft notice for website and notice boards.**

**053 Community Woodland:**

PR met with Nick Short of the Forestry Commission on 16 February, and he advised that half of planting would take place this year and the remainder in 2024.

CYC had advised that they will not permit a carpark on the B1224 Layby and that there will be parking for up to 20 cars on Northfield Lane, with a height restricted access. PR is campaigning for parking for 40-50 cars.

As of now, there are no plans to provide toilets as there is no visitor centre included within the scheme.

**053 Annual Parish Meeting:**

This is scheduled for 3 April 2023, 7:30 pm at Rufforth Village Institute, and to be followed by the regular PC meeting. The Parish meeting is the opportunity for residents to hear about the work of the Parish Council over the past year and to ask any questions they have on matters that concern them. Agreed to

publicise event and encourage as many members of the public to attend as possible.

**VK to publicise on social media and SW to put on notice boards.**

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

a) Rural West York Team and residents Forum Meetings: Nothing.

b) York Branch Yorkshire Local Councils Association: PR to attend next meeting 12 April.

LY attended YLCA Councillor's Discussion Forum on 27/2/23 and to circulate key takeaways from the meeting.

c) Yorwaste Liaison Group: Next meeting due later in year.

d) Rufforth Playing Fields Assoc: MR had circulated recent minutes and no action required from PC.

**056 Website and Key Communications:**

It was agreed to add a simple link to the CYC Planning website for interested parties so that people can always see the most recent activity.

New/Updated notices needed for:

- Temporary 3-way traffic lights at the airfield entrance
- Annual Parish Meeting
- Elections
- 412 News, when available
- Neighbourhood Watch
- Access to Healthcare Budget

**Action: VK**

**057 Minor Matters and Items for the Next Agenda:**

It was agreed that the Access to Healthcare budget should be advertised on the website. Donation offers and use of Access to Healthcare monies to be reviewed at next meeting

**038 Date of next meeting:** Monday 3 April 2023 in Rufforth Village Hall starting at 7.30 p.m.

PR thanked all for attending and closed the meeting at 9:45pm

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