

**MINUTES OF THE RUFFORTH WITH KNAPTON PARISH COUNCIL  
MEETING HELD IN RUFFORTH VILLAGE INSTITUTE ON  
MONDAY 7 FEBRUARY 2022 at 7.30pm**

**Present:**

Cllr Peter Rollings (PR) Chairman; Cllr Helen Butterworth (HB); Cllr Andrew Mate (AM); Cllr Jane Wright (JW); Cllr Nicholas Murray (NM); Cllr Mark Reynolds (MR); Cllr A Powell (AP)

**In Attendance:** Ward Councillors Anne Hook (AH) and James Barker (JB), 4 members of the public including 1 Rufforth Primary School governor and The Clerk, Stephanie Warden

**022 Public Comments:** None

**023 Apologies and reason for absence:** Cllr John Flynn (JF) due to a positive case of Covid within the household.

**024 Declarations of Disclosable Pecuniary Interest (not previously declared):** there were no declarations of interest on items on the agenda.

**025 Minutes of the Meeting of the Parish Council held on 10 January 2022:**

AM proposed the minutes as a true record, AP seconded, and they were agreed and signed.

**026 Ward Councillors Comments and Reports:**

JB reported that there would be a small planting next week in the Harewood Whin and National Forest, more planting would take place in early Spring and then 1000 more trees in November.

The agreement with Forestry England had been finalised.

There was £21,000 in the Ward Fund which due to a CYC budget shortfall meant it needed to be spent as the money might not be there next year. The Tennis Club could apply for lighting directly from the Ward. A footpath from the pond to Sand Dykes was also suggested.

**027 Clerks Report:**

**Post Box at Wetherby end of Rufforth.** As the post box at Bradley Lane falls within the Royal Mail criteria to serve 98% of the village it is unlikely it will be replaced. Council would wait until there was a definite reply from Royal Mail. If the decision was not to replace the box then the parish council would decide what action to take.

**Knapton Notice Board.** The Clerk would be progressing the replacement of the notice board.

**Rufforth White gate.** Councillors thanked Geoff Wilson for removing the old white gate.

**028 Planning Matters:**

- 21/02661/FULM Land to the East of Middlewood Close, Rufforth for the erection of 21no. dwellings and associated works: the parish council (PC) had not objected to this application but wanted to make sure certain conditions were placed on any approval. To that end 3 members of the PC had a meeting with Gareth Arnold and Kevin O'Connell from CYC Planning to progress the nature of the issues the PC had with the application. PR had also managed to persuade Highways to come out to the site in order that the PC could put their case forward for a rear entrance into school
- 22/00045/FUL Brooke House Wetherby Road Rufforth for single storey side extension: there were no objections to this application but the clerk would ask for the Neighbourhood Plan (NP) policy on building materials to be taken into account.
- 21/02804/FULM Pavers Ltd Catherine House Northminster Business Park for extension to warehouse (B\* Use with ancillary office/welfare space) with service

yard, vehicular and cycle parking and landscaping: this was not in our parish, as the land is not in the Green Belt in the Local Plan it was decided to object as it would set a precedent despite the employments benefits that might be gained.

- 22/00126/FUL 9 Portal Road, York for a single storey rear extension and side/rear extension to garage: there were no objections to this application but council would ask that the NP policy on building materials be taken into account.

**029 Finance: Monthly report**

a) The following payments were ratified:

Clerk: December salary	£ 690.27
CM Marketing Solutions for website	£ 60.00
Aubergine for website hosting etc	£ 328.80
AJT Garden Services for work to burial ground and cycle track	£1728.00

The following payments were agreed:

JF for expenses for a plan for Play Area planning application	£ 21.00
The Clerk for Fasthosts Standard Email for website	£ 22.79

The invoice from Kompan would be referred to JF before payment

York Bus Forum: It was agreed we should be a member of York Bus Forum and so agreed to the £15 Subs.

b) Payments Received: NBG Burial fees 1x plot and interment fee £1600.00

c) Funds Available: £4233.62

d) Banking/Investment Policy: It was agreed there was no immediate action needed and the PC would make a decision on it once JF was able to attend a meeting.

**030 Burial Grounds:**

- a) Report on Burials: There had been a burial in the Natural Burial Ground and a request for a memorial plaque.
- b) Maintenance in Burial Grounds: HB and AM had spent 3 days supervising work done to the Burial Ground and Cycle Track. The Children's area in the burial ground was badly overgrown and a lot of it had been got rid of. The parish council thanked HB, AM and AJT Garden Services for their very hard work and Kevin Smith at Yorwaste for providing the skip. The work done should reduce the maintenance going forward.

**031 Website:**

A lot of housekeeping had been done to the website about 2 weeks ago. The Land to the East of Middlewood Close planning application had been updated also.

**032 Rufforth Milestone:**

This was likely to cost in the region of between £3000 and £4000. In order to get the information needed it might be necessary to join the Milestone Society (£20 Subs).

It might be possible to get some Ward Funding as it was protecting the heritage of the village and the garden added to the wellbeing of residents. Heritage Lottery Funding might be available also. MR proposed that £20 be spent only once NM had researched a bit more and spoken to an ex councillor who had done a lot of work on it. This was agreed.

**033 Knapton Recreational Field, Play Area:**

JF had submitted the Planning Application to CYC. PR stated that once the application came in we should get the response in as soon as possible, all agreed to support the application.

**034 York Community Woodland:** This had been covered earlier in Item 026.

There was a stakeholder meeting on the Friday the following week which JF hoped to be able to attend.

**035 Rufforth:**

- Village Shop: This is due to change hands at the end of February. The Parish Council thanked Frank and Rosa for their hard work during the last 10 years and

especially through the worst of the pandemic. The shop had been a Godsend to many of those unable to get out to shop. The PC would write to formally thank them.

- Parish Garden: JW and PR attended a site meeting with 2 neighbouring residents. Their areas of concern were discussed in depth and responsibilities for areas along the boundary were clarified.

There would be an appeal from the WI for a community dig in the Parish Garden at a date to be decided. Once that date was set it could be advertised on the PC website. It was agreed that the garden was looking much better with more light getting into it.

- Allotments: CYC were progressing well with the work, the drainage was in, a lot of the work to the road and car parking done also. The final job would be fencing the plots. PR, David Meigh (CYC) and the Allotment Association would be meeting next week. The Allotment holders were happy with what they had seen so far. The PC will lease the land from CYC who were working on the lease. The PC would then have to provide a lease to allotment holders. It was agreed at this stage not to engage solicitors but to ask CYC to send the lease to the PC for us to look at. A sub group of PR, JF and NM or MR would be responsible. We could also seek advice from the Upper Poppleton Clerk. It had been agreed that one shed may be better than lots of small wooden sheds for security. If necessary, the PC could bid for a grant for it from the Ward Fund for approximately £3000.

It was agreed in principle that if the PC had to put money in towards the shed they would do so and then recoup the expense through rent from the allotment holders. It was agreed that PR would discuss this approach in principle with the allotment holders.

#### **036 Representatives' Reports:**

a) Rural West York Team and residents Forum Meetings – AH hoped that there would be one soon.

b) York Branch Yorkshire Local Councils Association - The Parish Charter had been signed by the CYC Executive and would be signed at the YLCA meeting by a representative of Parish Councils a week on Thursday. The liaison officer was to be Charlie Croft, emails to CYC should be responded to within 5 working days.

The Clerk would keep a check on this. There would also be a weekly Highways Works bulletin. PC minutes are currently sent to CYC as requested in the Charter.

c) Yorwaste Liaison Group - PR would look for a date for the next meeting at the beginning of April. MR asked what the operating hours were and was told between 7am and 9pm. He wondered why the lights were needed after 9pm, it was thought to be for security.

d) Rufforth Playing Fields Association - MR had not been invited to a recent meeting and thought he might have been missed off the email invite list. He would let the RPFA know that they could apply for Ward Funding for the play area.

#### **037 Minor Matters and Items for the Next Agenda:** Jubilee celebrations and Rufforth Milestone were to go on the next agenda.

Village History: Mr Valentine had a lot of Village History and was keen to form a Village History Group. It was agreed to put this on the website with a specific date for a meeting to come later. People would be asked to register their interest with the Clerk who would then forward to Mr Valentine.

#### **038 Date of next meeting:** Monday 7 March 2022 in Rufforth Village Hall starting at 7.30 p.m.

PR thanked all those for attending and closed the meeting at 9.15pm.

Mrs Stephanie Warden, Parish Clerk: Tel: 738751  
Email: clerk@rufforthwithknapton-pc.gov.uk

Signed \_\_\_\_\_

Date \_\_\_\_\_