

RUFFORD PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 11 November 2025 at 5.30 pm at the Markham Suite, Rufford Mill, Rufford

Present: Councillors:

- D. Fernley (Chair)
- A. Drane (from 6.00 pm)
- D. Johnson
- J. Ball
- J. Pearce
- M.Jones (from 5.50 pm)

In attendance:

- C. Wilson (Clerk)
- M. Cumberpatch (Parkwood Leisure)
- C. Hanrahan (Parkwood Leisure)
- Members of the public x 1

	DISCUSSION AND DECISIONS	ACTION
RPC/96/25	Apologies for absence: Mr Gamble had sent apologies. Mrs Tift was again absent. There were no other absences.	
RPC/97/25	Review of Registers of Interest - Update: The clerk had still to hear from Mr Ball in relation to his review.	JB,
RPC/98/25	Declarations of interest: There were no declarations of interest, direct or indirect, in any items of business on the agenda.	
RPC/99/25	Dispensations: No dispensations required.	
RPC/100/25	<p>Parkwood Leisure Report: Mr Cumberpatch, the general manager, reported:</p> <ul style="list-style-type: none"> a. The re-opening of art of the Abbey had been well received and work with English Heritage continues in relation to the re-opening of the remainder. b. Attendance figures in the second part of the October half term had been good but, otherwise, poor weather had affected attendance. c. Christmas preparations were underway d. The meadow had been cut with a mini meadow management action plan being produced in conjunction with NCC. The meadow is to be audited and mapped to ensure that it is chain harrowed correctly and to provide for rattle. e. Problems with leaf monir moth are being addressed f. The section 12 reservoir audit had been completed and there was no significant cause for concern g. NCC is looking at sluice gate works h. Deadwood work on Lime Avenue was underway in accordance with Historic England authorisation i. As regards tree removal the park is divided into three zones numbered as follows: <ul style="list-style-type: none"> i. Areas accessed by the public ii. Areas which might be accessed by the public iii. Remaining areas where trees may be left to fall and decompose j. A zone 1 audit had recently been completed and the report was awaited k. The Wildlife Trust had not responded with regard to the Himalayan balsam. NCC had been notified l. New road signage had been erected. 	

	<p>Councillors regretted to learn that Mr Cumberpatch was leaving the Park at the end of the month.</p> <p>Mr Jones arrived at 5.50 pm and Mr Drane at 6.00 pm during this item.</p> <p>There was discussion of the planning application to extend the Park's car park provision. Mr Cumberpatch and Ms Hanrahan left the meeting.</p>	
RPC/101/25	<p>10 minutes public speaking time: The member of the public confirmed that he was in attendance in his capacity as a candidate for co-option to the councillor vacancy. He explained that he had the time and energy to commit to the council, an interest in the wider parish and issues beyond the Ford and would like to make a contribution to the council. The member of the public left the meeting.</p> <p>No other matters were raised.</p>	
RPC/102/25	<p>Minutes of the Parish Council meeting held on 16 September 2025: The minutes of the meeting on 16 September 2025 were approved.</p>	
RPC/103/25	<p>Matters arising – for information only: There were no matters arising.</p>	
RPC/104/25	<p>Reports from district and county councillors: No district or county councillor was in attendance. Councillors noted Mr Gamble's email report that a consultation in relation to the re-opening of the Ford was being initiated.</p>	
RPC/105/25	<p>Reports from Councillors: Nothing raised.</p>	
RPC/106/25	<p>Parish councillor vacancy – Consider applications and co-opt new councillor: Councillors discussed the council's needs including representation across the parish locality and in terms of professional skills and experience. They considered the three applications received in this context, welcoming the level of interest. Councillors recognised that all three candidates had submitted strong applications.</p> <p>Mr Goldsborough and Ms Ketchell were separately proposed and seconded.</p> <p>Councillors voted three in favour of Mr Goldsborough with two against and one abstention.</p> <p>Councillors voted two in favour of Ms Ketchell with three against and one abstention.</p> <p>The clerk would contact Mr Goldsborough to let him know that he had been the successful candidate and the two unsuccessful candidates.</p>	Clerk Agenda Nov
RPC/107/25	<p>2026 meeting dates: Councillors approved the 2026 meeting dates.</p>	
RPC/108/25	<p>2025-26 changes to Annual Governance and Accountability Return (AGAR):</p> <ol style="list-style-type: none"> a. Approve IT policy: Councillors considered and approved the IT policy b. Approve updated Data Protection policy: Councillors considered and approved the updated Data Protection policy. The clerk will ask NSDC to publish the policy on the parish council's webpage. 	Clerk

	<p>c. Approve privacy notice: Councillors considered and approved the privacy notice. The clerk will ask NSDC to publish the privacy notice on the parish council's webpage.</p> <p>d. Formal approval of adoption of generic email account hosted on an authority owned domain and appointment of parish council domain helper service registrar: Councillors considered the three quotes obtained and circulated by the clerk and decided to adopt a generic email account hosted on an authority owned domain and appointed Durham Associates as the council's domain helper service registrar. The clerk will contact Durham Associates to take the matter forward.</p>	<p>Clerk</p> <p>Clerk</p>
<p>RPC/109/25</p>	<p>Parish environment and appearance including Rufford Ford, Rufford – Prohibition of driving – Developments and update: See RPC/104/25 above (Reports from District and County Councillors).</p> <p>The clerk will report:</p> <ol style="list-style-type: none"> a. A damaged metal grid between the Maylodge Drive and Manor Farm turnings and b. The overgrown and generally poor surface of the A614 pavement between Maylodge Drive and Rufford Lane. 	<p>Clerk</p> <p>Clerk</p>
<p>RPC/110/25</p>	<p>Financial matters:</p> <ol style="list-style-type: none"> a. Financial position as at 31 October 2025:Councillors considered and noted the clerk's report showing the precise financial position at 31 October 2025 (incorporating the 2025-26 budget figures). The chair verified the stated balances against bank statements. b. Purchase of replacement laptop: Councillors approved the purchase of either laptop details of which had been circulated by the clerk and confirmed that the purchase was to be made jointly with Laxton & Moorhouse Parish Council on the basis of a 50% contribution towards the cost from each. c. Accounts for payment: Councillors unanimously approved five payments totalling £560.60. d. Appointment of replacement bank signatories - Next steps: The clerk explained and will action the Nat West procedure for changing bank signatories. e. Approve clerk's salary following NJC 2025-26 pay award: Councillors considered and approved the salary calculation circulated by the clerk including the overpayment adjustment. information for approval at the November 2025 meeting. Mr Drane and Mr Pearce signed the letter of authority to effect the change addressed to Nat West. f. Confirm approval of grant towards the steel sheet piling works to reduce flood risks at Mickeldale Close to be paid only in the event that the balance of the funds needed are raised elsewhere and the project proceeds: Having considered the information provided, councillors formally approved the grant in the sum of towards the steel sheet piling works to reduce flood risks at Mickeldale Close to be paid only in the event that the balance of the funds needed are raised elsewhere and the project proceeds. 	<p>Clerk</p> <p>Clerk Agenda Nov</p>

RPC/111/
25

Planning:

a. Applications:

i. 25/01423/FUL|Demolition of existing single-storey apartment/ holiday accommodation building (use class E) and construction of new 3-storey apartment/ holiday accommodation building (use class E)|Center Parcs Ltd Sherwood Forest Holiday Village Old Rufford Road Rufford NG22 9DN:

Councillors considered the application and unanimously **decided** to object to the proposal on the grounds that:

1. It was too big and overbearing
2. It was out of proportion to the surrounding built development
3. It would result in the removal of too many trees with the associated ecological and environmental consequences.

ii. 25/01390/FUL | Proposed single storey timber cabin for kit on/kit off facilities to accommodate a new aerial zipline roller coaster & minor associated site works. | Center Parcs Ltd Sherwood Forest Holiday Village Old Rufford Road Rufford NG22 9DN: Councillors considered the application and unanimously **decided** that they had no objections to the proposal.

iii. 25/01143/FUL - Reduce size of existing compound and creation of 106 car parking bays - Rufford Abbey Country Park - Area B Old Rufford Road Rufford - Consultation closed: Councillors considered this application together with 25/01141/FUL at item 16 a iv below and unanimously **decided** to object to both proposals on the following grounds:

1. The applications and plans lacked the clarity necessary fully to understand the proposals
 2. The applications involved the creation of hardstanding in green areas which would have an adverse environmental and ecological impact
 3. As regards the proposals affecting Area C, they were too close to the Abbey, a Grade 1 listed building
- Recognising that their comments would be submitted in case the applications have not yet been determined.

iv. 25/01141/FUL - Extend parking area - Rufford Country Park - Area C Old Rufford Road Rufford - Consultation closed: See minute above (RPC/111/25 - 25/01143/FUL).

v. 25/00961/FUL - - Residential redevelopment of former poultry complex comprising the construction of 1no. dwelling and ancillary accommodation - Kennels Farm May Lodge Drive Rufford: Councillors **agreed** that the council did not need to be represented at the Planning Committee meeting on 13 November 2025.

b. To note planning decisions by NSDC:

i. 25/01125/FUL | Ground Services 2No. steel frame storage buildings and conversion of the existing Medical Centre to a Grounds Staff Facility. | Center Parcs Ltd Sherwood Forest Holiday Village Old Rufford Road Rufford NG22 9DN – Approval noted.

ii. 25/01527/HPRIOR - Householder prior approval for proposed replacement single storey rear extension the length that the extension extends beyond the rear wall of the original house: 7.98 metres Eaves height of the extension: 2.75 metres Maximum height of the extension: 3.90 metres - Brookside Mickledale Lane Bilsthorpe NG22 8RD – Approval noted.

	<p>c. Great North Road Solar Park – To note preliminary meeting 26 November 2025 and update: Councillors noted the present position.</p> <p>d. Enforcement matters: None</p>	
RPC/112/25	Service faults: Nothing raised	
RPC/113/25	Correspondence: All items of correspondence noted.	
RPC/114/25	Agenda items for next meeting: As above	
RPC/115/25	Date of next meeting: Tuesday 20 January 2026 at 5.30 pm.	

The meeting closed at 7.35 pm

