



# MINUTES OF A MEETING OF THE COUNCIL OF THE CITY OF RIPON

**Date:** 11<sup>th</sup> March 2019

**Time:** 6:00 pm

**Location:** The Council Chamber, the Town Hall, Ripon, HG4 1DD

**Present**

Cllr P McHardy – The Right Worshipful The Mayor  
Cllr M Chambers  
Cllr C Davis  
Cllr C Hardisty  
Cllr S Hawke  
Cllr P M Horton  
Cllr S Martin  
Cllr E Parkin  
Cllr C Powell  
Cllr A Williams

**In Attendance** Mrs P M Benson, the Clerk, Mr J Vauvert and four members of the public.

Prior to the commencement of the meeting Canon Barry Pyke opened proceedings with Prayer.

45-19	<b>To receive apologies and approve reasons for absence.</b>  Apologies were received from Cllrs Bate and Craggs.		
46-19	<b>Members of the public are invited to question, seek clarification or make representation to members of the Council on any Agenda item as listed below.</b>  None.		
47-19	<b>To request any disclosure of an interest in relation to any matter under consideration at this meeting (financial or otherwise) &amp; to consider any written requests for dispensation.</b>  Cllrs Hawke and Martin declared an interest as members of HBC Planning Committee.  Cllr Williams raised an urgent item of business regarding the takeover of the group that owns Stray FM by the largest radio station company in Europe and requested that the clerk writes to the Chair of NYCC, the Leader of HBC and the Member of Parliament for Ripon to object to the takeover. The Clerk advised that it was not possible to vote on this item as it was not on the agenda. It was noted that all members present were in agreement with the suggested course of action.		
48-19	<b>To approve the Minutes of the Meeting held on 11<sup>th</sup> February 2019.</b>  That the minutes be accepted as a true and accurate account of proceedings. <table border="1"><tr><td>Proposed – Cllr Hawke</td><td>Seconded – Cllr Williams</td></tr></table> RESOLVED by a show of hands with two abstentions.	Proposed – Cllr Hawke	Seconded – Cllr Williams
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49-19	<b>To receive and approve the schedule of meetings for the new Civic Year 2019-2020.</b>  It was noted that this item had been brought forward as the terms of the legal agreements for occupation of the Town Hall required that the civic calendar dates be agreed in February. That the draft schedule be agreed with the addition of a meeting in late July or early August. <table border="1"><tr><td>Proposed – Cllr McHardy</td><td>Seconded – Cllr Parkin</td></tr></table> RESOLVED by a unanimous show of hands.	Proposed – Cllr McHardy	Seconded – Cllr Parkin
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50-19

**To receive a verbal update from the Transport Working Group.**

Cllr Horton advised that following a meeting of the Transport Working Group he had met with representatives from the potential operator. Discussions had included a grant being provided to fund the service, a mix of paid and volunteer drivers being utilised (noted that RCC would be required to help recruit drivers). Cllr Chambers had helped to identify an area to store the buses overnight. Buses to have RCC livery which would be funded by RCC. A three year partnership funding arrangement with a 12 month break clause was discussed. It was noted that whilst grant funding was being explored an option included for a share of any profits made to be repaid to RCC in the form of a grant from the community operator was expected to be agreed.

Discussions around the use of s.106 funds were explored and the competitiveness of the pricing obtained.

That the Clerk researches whether s.106 monies are available and if they can be used to enhance an existing service, that the Clerk redrafts the Partnership Funding agreement and that the potential operator provides a revised quotation for a five day city wide service, plus Saturdays. That Cllr Horton redrafts the timetable and route map for submission.

Proposed – Cllr Horton	Seconded – Cllr Williams
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RESOLVED by a unanimous show of hands with two abstentions.

51-19

**To receive a verbal update on the following items and agree appropriate action**

1. **Events;**
2. **Cycle Races.**

The above items were discussed together. It was noted that GEM events had been appointed to provide event management for the Tour de Yorkshire and UCI races. Plans for Tour de Yorkshire were well developed and include closing of the Market Square on 3<sup>rd</sup> May for the day. Free children’s rides and a climbing wall would be provided on the market square together with an artisan market, stage, big screen, entertainment from the community with Westlife and Spice Girls tribute bands performing in the evening. The event would close with a fireworks display.

Cllr Williams advised that he was disappointed to learn of the Ripon Together organised meeting in the press during the last week. That it would have been polite to consult RCC before arranging a premature meeting to which RCC had not been formally invited as organisers/funders of the large events around cycling in Ripon in 2019.

3. **Digital Marketing and PR.**

It was noted that digital and other marketing had been reviewed at a recent meeting. Cllrs Martin, McHardy and Williams had agreed parts of the proposal from Visit Harrogate to be effective from 1<sup>st</sup> April 2019. The digital marketing proposal was accepted together with the proposal for brochures for wider circulation across Yorkshire with an amended back cover focusing on Ripon Museums.

52-19

**To receive a verbal report regarding the problem of the pigeons on the Market Square and agree appropriate action.**

Cllr Martin advised that he had been approached by the Market Inspector regarding the pigeons on the market square which have become a problem for both market traders and shop traders alike. It was noted that a quotation to fly hawks at intervals on the square had been obtained.

That Cllr Martin speaks to the hawk company to obtain advice and a more detailed quotation before approaching HBC to enquire about matched funding and returns the information obtained to a future meeting.

Proposed – Cllr Martin	Seconded – Cllr Williams
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RESOLVED by a unanimous show of hands.

53-19	<p><b>To agree the terms of the Small Grants Scheme for the financial year 2019/20.</b></p> <p>That the Small Grants Scheme be opened for a six week period from 1<sup>st</sup> April 2019 on the same terms as in 2018/19 and applications received reviewed by Council at the meeting in June 2019.</p> <table border="1" data-bbox="284 277 1426 315"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr McHardy												
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54-19	<p><b>To consider the bond required from community groups by Harrogate Borough Council and agree appropriate action.</b></p> <p>That Ripon City Council formally offer the bond required by HBC for the TractorFest event subject to site of the organiser's public liability insurance and that Cllr Chambers takes this matter up at HBC to progress matters.</p> <table border="1" data-bbox="284 636 1426 674"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Horton												
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55-19	<p><b>To note that additional expenditure may be required on the Ripon City Plan and agree the allocation of a provisional sum in 2019/20.</b></p> <p>That a sum of up to £1,500 be made available in 2019/20 for additional design/printing/digital media costs as required by the City Plan Committee. That the Clerk writes to all members of the City Plan Committee to express the Council's grateful thanks for all their efforts on the plan, congratulating them on a successful outcome.</p> <table border="1" data-bbox="284 1032 1426 1070"> <tr> <td>Proposed – Cllr Martin</td> <td>Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a show of hands with two abstentions.</p>	Proposed – Cllr Martin	Seconded – Cllr McHardy												
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56/19	<p><b>Planning matters</b></p> <table border="1" data-bbox="284 1211 1426 2080"> <tr> <td data-bbox="284 1211 619 1503"> <p><b>6.31.2458.C.OUT 18/02538/OUT</b></p> <p><b>Amended Re-notification</b></p> </td> <td data-bbox="619 1211 1426 1503"> <p><b>Land North of North Lodge, North Street, Ripon</b></p> <p>The Council had no comments for this application but Cllr Hawke will ensure it comes to HBC planning committee</p> <table border="1" data-bbox="630 1397 1415 1435"> <tr> <td>Proposed – Cllr Martin</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED unanimously</p> </td> </tr> <tr> <td data-bbox="284 1509 619 1720"> <p><b>6.31.962.AB.OUTMAJ 18/04504/OUTMAJ</b></p> <p><b>Amended Re-notification</b></p> </td> <td data-bbox="619 1509 1426 1720"> <p><b>2 Hutton Bank, Ripon</b></p> <p>As previously, the Council has no objections to this application.</p> <table border="1" data-bbox="630 1650 1415 1688"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED unanimously</p> </td> </tr> <tr> <td data-bbox="284 1727 619 1868"> <p><b>6.31.767.U.FULMAJ 15/04168/FULMAJ</b></p> <p><b>Decision Notification</b></p> </td> <td data-bbox="619 1727 1426 1868"> <p><b>Former Ripon Cathedral Choir School, Whitcliffe Lane</b></p> <p>Noted.</p> </td> </tr> <tr> <td data-bbox="284 1874 619 2080"> <p><b>6.31.1556.I.FUL 19/00671/FUL</b></p> </td> <td data-bbox="619 1874 1426 2080"> <p><b>Juniper Grove Development</b></p> <p>The Council supports this application.</p> <table border="1" data-bbox="630 2016 1415 2054"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED unanimously</p> </td> </tr> </table>	<p><b>6.31.2458.C.OUT 18/02538/OUT</b></p> <p><b>Amended Re-notification</b></p>	<p><b>Land North of North Lodge, North Street, Ripon</b></p> <p>The Council had no comments for this application but Cllr Hawke will ensure it comes to HBC planning committee</p> <table border="1" data-bbox="630 1397 1415 1435"> <tr> <td>Proposed – Cllr Martin</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED unanimously</p>	Proposed – Cllr Martin	Seconded – Cllr Hawke	<p><b>6.31.962.AB.OUTMAJ 18/04504/OUTMAJ</b></p> <p><b>Amended Re-notification</b></p>	<p><b>2 Hutton Bank, Ripon</b></p> <p>As previously, the Council has no objections to this application.</p> <table border="1" data-bbox="630 1650 1415 1688"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED unanimously</p>	Proposed – Cllr Williams	Seconded – Cllr Horton	<p><b>6.31.767.U.FULMAJ 15/04168/FULMAJ</b></p> <p><b>Decision Notification</b></p>	<p><b>Former Ripon Cathedral Choir School, Whitcliffe Lane</b></p> <p>Noted.</p>	<p><b>6.31.1556.I.FUL 19/00671/FUL</b></p>	<p><b>Juniper Grove Development</b></p> <p>The Council supports this application.</p> <table border="1" data-bbox="630 2016 1415 2054"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED unanimously</p>	Proposed – Cllr Williams	Seconded – Cllr Hawke
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<b>6.500.106.AH.FULMAJ</b> <b>19/00422/FULMAJ</b>	<b>Morrisons Supermarket, Harrogate Road</b>  The Council wishes to request an extension in order to have time to write and ask for clarification.  <table border="1" data-bbox="603 277 1383 315"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> RESOLVED unanimously	Proposed – Cllr Williams	Seconded – Cllr Hawke
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<b>6.31.721.G.DVCMAJ</b> <b>19/00804/DVCMAJ</b>	<b>Land comprising field at 431775 471428 Ailcey Road</b>  The Council opposes the additional property.  <table border="1" data-bbox="603 497 1383 535"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> RESOLVED unanimously	Proposed – Cllr Williams	Seconded – Cllr Horton
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<b>6.31.2791.COU</b> <b>19/00826/COU</b>	<b>51 Blossomgate, Ripon</b>  The Council has no objections to this application.  <table border="1" data-bbox="603 716 1383 754"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Parkin</td> </tr> </table> RESOLVED unanimously	Proposed – Cllr Williams	Seconded – Cllr Parkin
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**57/19**

**Financial Matters**

1. To approve the list of payments and receipts for January 2019;
2. To receive the income and expenditure reports for the month of January 2019;
3. To note that the bank reconciliation statements for the month ending January 2019 have been signed by the Mayor;
4. To receive an update on VAT;  
The Clerk advised that the council were now registered for VAT which would result in the Council having to pay VAT on some of its income in 2018/19 and that there was now a good deal of work to do to in that regard.
5. To approve that Rialtas Business Solutions are engaged for their year-end service.
6. To approve the following payments:
  - a) Rialtas Business Solutions Ltd software/support subscription 2019-20  
£488.00 net of VAT;
  - b) MRP Alarms monitoring of Hugh Ripley Hall alarm system £160.00 net of VAT.

That the above be noted and expenditure approved as required.

Proposed – Cllr Williams	Seconded – Cllr Chambers
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RESOLVED by a unanimous show of hands.

**58/19**

**To receive correspondence:**

1. British Weights and Measures Association letter dated 15<sup>th</sup> February 2019;
2. Trade Waste letter dated 26<sup>th</sup> February 2019;  
That items 1. and 2. be received and noted.

Proposed – Cllr Williams	Seconded – Cllr McHardy
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RESOLVED by a unanimous show of hands.

3. Liftshare email dated 12<sup>th</sup> February 2019.  
That the organiser be invited to present to a future meeting of Ripon City Council.

Proposed – Cllr Williams	Seconded – Cllr Chambers
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RESOLVED by a unanimous show of hands.

59/19	<p><b>To receive the draft agreements on the Town Hall lease and to receive an update in respect of the invoices for occupation of space within the Town Hall and agree appropriate action.</b></p> <p>That the legal documents are rejected in their current form as RCC cannot assume responsibility for costs associated with a Grade I listed structure without cap, that the responsibility for maintaining the structure of the Town Hall must remain with Harrogate Borough Council. That Cllr Chambers approaches the HBC Cabinet Member to arrange a meeting to progress matters on the lease.</p> <p>That Ripon City Council do not agree to the payment of the invoices in respect of occupation of the space within the Town Hall and that payment of these will be subject to production of satisfactory legal documents referred to above.</p> <table border="1" data-bbox="284 562 1430 600"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Horton
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60/19	<p><b>To receive a report from Harrogate Borough Councillors if appropriate – for information only.</b></p> <p>Cllr Chambers advised that Harrogate Borough Council's Budget for 2019/10 had been approved recently. Cllr Chambers asked Ripon City Council to congratulate Cllr Martin on his selection to Mayor of Harrogate.</p>		
61/19	<p><b>To receive a report from North Yorkshire County Councillors if appropriate – for information only.</b></p> <p>Cllr Chambers advised that the NYCC budget had been approved recently. An initiative for Parish Councils to purchase VAS signs had been launched which was reasonably priced. The Clerk advised Council that RCC had just entered into year 4 of 4 in the hire agreement with NYCC for the VAS signs that are placed around the City.</p> <p>Cllrs Martin and Chambers advised that they would consider making funding available for such equipment should RCC wish to hire equipment.</p>		
62/19	<p><b>Mayoral Announcements – for information.</b></p> <p>None.</p>		
63/19	<p><b>To consider passing a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), that the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.</b></p> <p>That this resolution be passed.</p> <table border="1" data-bbox="284 1711 1430 1749"> <tr> <td>Proposed – Cllr McHardy</td> <td>Seconded – Cllr Martin</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr McHardy	Seconded – Cllr Martin
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64/19	<p><b>To receive an update on the bestowing of an award and agree appropriate action.</b></p> <p>That the specially convened meeting of the Council to bestow the Freedom of the City on Mrs Sylvia Grice MBE and Mrs Hazel Barker takes place on 1<sup>st</sup> April 2019 at 6pm. That the Clerk is authorised to purchase the items necessary for the awarding and the Freedom Ceremony.</p> <table border="1" data-bbox="284 2002 1430 2040"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Martin</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Martin
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With business concluded the meeting was closed at 8:45pm.

These minutes were recorded and prepared by Paula Benson, Clerk to the City Council.

SIGNED

DATE

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THE RIGHT WORSHIPFUL THE MAYOR

DRAFT