



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

**Date:** 20<sup>th</sup> July 2020

**Time:** 6.00pm

**HELD AT 6PM ONLINE ON MICROSOFT TEAMS**

- Present**
- Cllr E Parkin - The Right Worshipful the Mayor
  - Cllr M Chambers
  - Cllr S Craggs
  - Cllr C Davis
  - Cllr C Hardisty
  - Cllr S Hawke
  - Cllr P M Horton
  - Cllr P McHardy
  - Cllr S Martin
  - Cllr C Powell
  - Cllr A Williams
- In Attendance** Paula Benson, the Clerk.

<b>78/20</b>	<b>To receive apologies and approve reasons for absence.</b> Apologies were received from Cllr Bate, reasons for absence were approved.				
<b>79/20</b>	<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 Present.				
<b>80/20</b>	<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 a member of HBC's Planning Committee. Cllr Chambers declared an interest as President of Ripon RAFA item 84-20 below..				
<b>81/20</b>	<b>To consider and approve the Minutes of the Meeting held on 22nd June 2020.</b> The Clerk advised that the minutes as drafted contained an error and that the Grant Award to the Citizens Advice Bureau should read £3,000. That the minutes be approved as a true and accurate record of the meeting with the amendment detailed above. <table border="1" style="width: 100%; margin-top: 5px;"> <tr> <td style="width: 50%;">Proposed – Cllr Williams</td> <td style="width: 50%;">Seconded – Cllr Hawke</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Hawke	RESOLVED by a unanimous show of hands.	
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<b>82/20</b>	<b>To receive a recommendation from the Christmas Lights Working Group if appropriate and agree appropriate action.</b> Cllrs Williams, Davis and Parkin updated the council following their site visit and proposed that an additional 80 lighting units be installed in 2020 subject to NYCC and the Contractor facilitating the installation and supply. That the existing funding in the budget of £9,500 plus £6,500 grant from HBC be made available for installation and removal costs and that a further sum of £25,000 is made available from the Strategic Investment Fund. Cllr Parkin advised that he was able to make an additional sum of £5,000 available from his Mayoral Fundraising Appeal. Cllr Williams requested that NYCC Councillors assist with negotiations with NYCC. Cllr Martin advised that he was very happy to help with NYCC matters but that a map and/or list of				

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RCC/SHAREPOINT/FULL COUNCIL/20072020

	<p>lampposts and numbers was required to assist with the proposals for each lamppost. Cllr Chambers re-iterated what Cllr Martin had advised, advising that the NYCC officer involved is awaiting our instructions but that information in the proper format was required. Cllrs Davis and Parkin to compile the requested information.</p> <table border="1" data-bbox="339 237 1466 311"> <tr> <td data-bbox="339 237 903 271">Proposed – Cllr Williams</td> <td data-bbox="903 237 1466 271">Seconded – Cllr Chambers</td> </tr> <tr> <td colspan="2" data-bbox="339 271 1466 311">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Chambers	RESOLVED by a unanimous show of hands.					
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83/20	<p><b>To receive an update on the Cabmen’s Shelter Restoration.</b></p> <p>That the colours suggested by Ripon Civic Society are accepted and that the Clerk contacts the Cabmen’s Shelter Fund for the RAL colour code for Buckingham Green. Draft Minutes to be amended to incorporate the colour code as a permanent record once known.</p>								
84/20	<p><b>To note the position on the following and agree appropriate action:</b></p> <p><b>1. Quarry Moor and Playground;</b> That Stainton Construction are engaged to provide the work detailed in the playground inspector’s report and that item 10.7 of Financial Regulations is waived in respect of this work.</p> <table border="1" data-bbox="339 667 1466 741"> <tr> <td data-bbox="339 667 903 701">Proposed – Cllr Williams</td> <td data-bbox="903 667 1466 701">Seconded – Cllr Davis</td> </tr> <tr> <td colspan="2" data-bbox="339 701 1466 741">RESOLVED by unanimous show of hands.</td> </tr> </table> <p><b>2. Hugh Ripley Hall;</b> That the aged invoices for HBC Caretaking services are approved for payment. That the rates of hire are reduced until 31<sup>st</sup> December 2020 on the following basis: For existing hirers who hire the hall all year round (not seasonal) rates reduced to 1/3 of those detailed in the bookings information; For existing hirers who are Community Groups (not for profit) who hire the hall all year round (not seasonal) – hiring fees waived in total; For new hirers and all other hirers not included in the above definition rates reduced to ½ of those detailed in the bookings information. That the broadband connection is re-connected and re-charged to the hirer who has requested it. The Clerk advised that a policy on internet sharing/usage would be required. That quotations for redecoration are obtained and that Council agree to make the funds available from reserves for a good level of decoration/repair. Cllr Hardisty raised the issue of the weeds/nettles round the back of the building. It was agreed that the Clerk would ask the contractor to Cllr Craggs raised the leaky guttering on the building, Clerk to arrange for repair prior to the decorating being undertaken. Cllr Martin requested details of the cost of the discount to RCC, Clerk to advise. The enhanced cleaning regime post COVID was discussed, Clerk to contact existing staff members to enquire whether they would like additional work.</p> <table border="1" data-bbox="339 1480 1466 1554"> <tr> <td data-bbox="339 1480 903 1514">Proposed – Cllr Williams</td> <td data-bbox="903 1480 1466 1514">Seconded – Cllr Hawke</td> </tr> <tr> <td colspan="2" data-bbox="339 1514 1466 1554">RESOLVED by a show of hands with one abstention.</td> </tr> </table> <p><b>3. Town Hall Lease.</b> No progress on the actual lease. Phone lines have been reduced to 2 no.</p>	Proposed – Cllr Williams	Seconded – Cllr Davis	RESOLVED by unanimous show of hands.		Proposed – Cllr Williams	Seconded – Cllr Hawke	RESOLVED by a show of hands with one abstention.	
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85/20

**Financial Matters**

**1. To consider and approve the draft investment strategy;**

That this be adopted.

The Clerk requested that members who were able to operate an online bank account and prepared to undertake the role of signatory contact her after the meeting. Financial Regulations to be amended for the September 2020 meeting to include three signatories per transaction if banks are able to accommodate.

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

**2. To receive the Income and Expenditure report dated 15th July 2020;**

**3. To approve the list of payments and receipts for April 2020; May 2020 and June 2020**

Month/account	Payments	Receipts
April 2020 Month 1 HSBC	4246.70	nil
April 2020 Month 1 UTB	14428.84	210323.25
May 2020 Month 2 HSBC	3603.00	Nil
May 2020 Month 2 UTB	4391.24	Nil
June 2020 Month 3 HSBC	3439.70	Nil
June 2020 Month 3 UTB	6837.09	-441.00

That items 2 and 3 be received and approved.

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

**4. To note that the bank reconciliation statements for the month ending April 2020; May 2020 and June 2020 have been signed by the Mayor;**

That this be noted.

**5. To receive an update on the Internal Audit.**

No change from the position advised last month.

86/20

**To note COVID 19 related operational matters and agree appropriate action**

The current government guidelines were discussed and it was agreed that the Hornblowers should remain operating from home at the current time. Guidance and other ancient ceremonies across the country are being monitored and the Clerk will update Council members in the first instance should the position change. The Changing of the Guard ceremony has still not resumed in public.

It was agreed that the time when that ceremony returns to normal is probably an appropriate time to consider the Hornblowers returning to the square. Clerk to make a statement on facebook/website.

The contents of the Clerk’s report were noted. Staff will continue to work from home for the time being with their location being returned to the agenda in the autumn.

Cllr McHardy raised the issue of returning meetings to the Council Chamber.

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

87/20	<p><b>To consider Civic Events – Battle of Britain and Remembrance Sunday and agree appropriate action.</b></p> <p>That a pared down Battle of Britain event be arranged with very few people present. Cllr Chambers explained the plans for the event.</p> <p>That due to the lead time on arranging events and current guidance from Central Government a small private Remembrance Sunday wreath laying service be arranged and that the Clerk seeks advice from the Emergency Planning Team NYP on how any potential crowd is managed. That a press statement is released well in advance of the events. That the unspent monies in the Remembrance Sunday Event Budget be donated to RBL Ripon.</p> <table border="1" data-bbox="339 517 1463 591"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Martin</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> <p>That the unspent monies in the Battle of Britain Civic Event Budget be donated to Ripon RAFA. Cllr Chambers declared an interest in this item as President of RAFA Ripon.</p> <table border="1" data-bbox="339 734 1463 808"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Martin</td> </tr> <tr> <td colspan="2">RESOLVED by a show of hands, Cllr Chambers abstained from voting on this item</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Martin	RESOLVED by a unanimous show of hands.		Proposed – Cllr Williams	Seconded – Cllr Martin	RESOLVED by a show of hands, Cllr Chambers abstained from voting on this item	
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88/20	<p><b>To consider holding a New Year’s Eve Event, a Christmas Marketing Campaign and RCC’s 2021 Recovery Strategy for Ripon and agree appropriate action.</b></p> <p>That the Clerk starts to organise a New Year’s Event following updated guidance from Central Government. It is noted that this position is subject to change and contracts entered into should reflect that in the event that COVID related guidance does not allow it to occur financial penalties will be nil.</p> <p>That a Christmas marketing campaign is designed to try to assist Ripon based businesses.</p> <p>That the events programme in 2021 includes additional events to help the City and its businesses to recover and that the unspent 2020-21 Events Budget be transferred to the 2021-22 Events Budget if required.</p> <table border="1" data-bbox="339 1301 1463 1375"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr McHardy</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr McHardy	RESOLVED by a unanimous show of hands.					
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89/20	<ol style="list-style-type: none"> <li><b>1. Planning Matters – refer to attached appendix.</b> That this be received and noted.</li> <li><b>2. To note the application (now withdrawn) on the West Lane Development.</b> This was received and noted and it was agreed that a watching brief would be kept.</li> </ol>								
90/20	<p><b>To receive correspondence and agree appropriate action</b> Cllr Powell left the meeting at 7:30pm.</p> <ol style="list-style-type: none"> <li><b>1. To receive a request from JennyRuth Workshops – email dated 29<sup>th</sup> June 2020;</b> That this request be accepted and that the Council are happy to display the jigsaw in both the Mayor’s Parlour and Hugh Ripley Hall office window but that Council are mindful of the requirement from Central Government not to encourage crowding.</li> <li><b>2. To receive a request to support an application through the ‘Ideas Fund’ – email dated 30<sup>th</sup> June 2020;</b> That whilst this is supported in principle the Council do not agree to supporting the request without further information at this stage.</li> <li><b>3. To receive an enquiry concerning the Ripon City Council Small Grants Scheme – email dated 16<sup>th</sup> June 2020;</b> That the Small Grants Scheme is re-opened for applications without an end date to allow community organisations to apply for grant funding.</li> </ol>								

	<p><b>4. To receive correspondence concerning speeding traffic – email dated 12<sup>th</sup> June 2020;</b> Cllr Chambers advised that he is already dealing with this issue in his capacity as a NYCC Councillor but that he would be grateful for a letter of support for the installation of chicanes from RCC.</p> <table border="1" data-bbox="368 271 1497 344"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> <p><b>5. Rural Services Network – Revitalising Rural Consultation – email dated 13<sup>th</sup> July 2020;</b> That the Clerk returns a response to this consultation.</p> <p><b>6. Defibrillator Grant – London Hearts – email dated 1<sup>st</sup> July 2020.</b> That the Clerk contacts Alec Luton who arranged for the defibrillators in Ripon to establish whether he can identify additional locations where defibrillators are required.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers	RESOLVED by a unanimous show of hands.					
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91/20	<p><b>To receive the following reports</b></p> <p><b>1. Reports from Harrogate Borough Councillors if appropriate – for information only.</b> Cllr McHardy reported that she had raised the question of the Market rents at HBC and that traders continue to be disgruntled at the increased rates. Cllr Chambers reported that HBC continue to support the recovery from COVID.</p> <p><b>2. Reports from North Yorkshire County Councillors if appropriate – for information only</b> Cllr Chambers reported on devolution proposals, advising that the councils in Yorkshire had a September deadline to submit proposals to central government. NYCC elections in 2021 might be delayed. NYCC have pledged that the support package for COVID recovery will be maintained. Cllr Martin referred to the surface dressing on the roads within Ripon.</p>								
92/20	<p><b>Mayoral Announcements – for information.</b> Cllr Parkin reported on the opening of Marks and Spencers advising that it was good to see them return to Ripon.</p>								
93/20	<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> <table border="1" data-bbox="368 1335 1497 1406"> <tr> <td>Proposed – Cllr Hawke</td> <td>Seconded – Cllr Williams</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Hawke	Seconded – Cllr Williams	RESOLVED by a unanimous show of hands.					
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94/20	<p><b>Proposed Ripon Barracks Redevelopment</b></p> <p><b>1. To receive the final version of the Transport Study commissioned by Ripon City Council and consider appropriate action;</b> That thereport is received and the findings therein rejected by Ripon City Council.</p> <table border="1" data-bbox="368 1585 1497 1659"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hardisty</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> <p>That the report is not released in its current form.</p> <table border="1" data-bbox="368 1697 1497 1771"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hardisty</td> </tr> <tr> <td colspan="2">RESOLVED by a show of hands with four against.</td> </tr> </table> <p><b>2. To receive a report from the Chairman of the Ripon Barracks Redevelopment working group.</b> Cllr Horton spoke as chairman of the working group.</p> <p><b>3. To consider the commissioning of further work on Transport matters;</b> The Clerk reminded Council that Andrew Cameron Associates' report was based on information provided by Homes England following lengthy negotiations on a Non</p>	Proposed – Cllr Williams	Seconded – Cllr Hardisty	RESOLVED by a unanimous show of hands.		Proposed – Cllr Williams	Seconded – Cllr Hardisty	RESOLVED by a show of hands with four against.	
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Disclosure Agreement.

After a lengthy debate it was resolved to defer the remaining matters on the agenda (other than 6. which is received and noted).

It was agreed that the Clerk would seek advice from NALC Legal on the issue of the release of the Transport Consultant's report and return to Council when an extraordinary meeting will be called. Clerk to obtain costings and discuss possibilities with alternative providers of Transport Consultations. Clerk to establish whether an evaluation of AECOM data is possible under the Non Disclosure Agreement.

Proposed – Cllr Davis	Seconded – Cllr Williams
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RESOLVED by a unanimous show of hands.
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- 4. To consider the appointment of a planning consultant ;**
- 5. To note that a FOI request has been received in respect of item 91/20 1.**
- 6. To receive an email dated 15<sup>th</sup> July 2020 from a member of the working group.**  
That this be received and noted.

With business concluded the meeting was closed at 9:07pm.

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

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

THE RIGHT WORSHIPFUL THE MAYOR