

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

Date: Monday 7<sup>th</sup> February 2022

Time: 6:00pm

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

Present: Councillor E Parkin, The Right Worshipful the Mayor

Councillor J Bate
Councillor S Craggs
Councillor P Horton
Councillor S Hawke
Councillor C Hardisty
Councillor A Williams
Councillor P McHardy
Councillor M Chambers

In Attendance: Paula Benson, Clerk to the Council

Jonathan Owens, Serjeant-at-Mace

One press representative Two members of public

21/22	To receive apologies and approve reasons for absence.	
	Apologies were received from Cllrs Martin, Davis and Powell, reasons for absence were approved.	
22/22	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.	
	None.	
23/22	To request any disclosure of an interest in relation to any matter under consideration at this meeting (financial or otherwise) & to consider any written requests for dispensation.  Cllr Hawke declared an interest as a member of HBC Planning Committee.	
24/22 To consider and approve the Minutes of the Meeting held on 10 <sup>th</sup> January 2022.		
	That the minutes of the meeting on 10 <sup>th</sup> January 2022 be accepted and approved as a true and accurate record of proceedings.	
	Proposed – Cllr Horton Seconded – Cllr Hawke	
	RESOLVED by a show of hands with one abstention.	
25/22	To consider the new swimming pool and the commercial arrangements detailed to Ripon Swimming Club and the increase in annual cost of hire.	
	That the Clerk writes to Brimhams Active requesting that they reconsider their position and that the same rate as previously applied to RSC at Ripon Spa Baths is applied to their use of the new swimming pool. That priority has to be given to the children of Ripon learning to swim. Cllr Chambers advised that HBC had offered some concessions to RSC and that it would be useful to obtain the full picture when writing.  Cllr McHardy requested that a full price list is obtained for the new facility.	
	Proposed – Cllr Williams Seconded – Cllr McHardy	
	RESOLVED by a show of hands with one abstention.	

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### To consider the lack of litter bins and/or dog waste bins, both generally and on South Grange Road.

That the Clerk writes to HBC to raise the issue of the lack of bins, both dog waste and litter bins on South Grange Road, Grainger Road, Magdalens Road and that a review of waste bins on the natural journey to the secondary schools is undertaken. That a map of bins across the city is obtained from HBC and that a review of the provision is diarised for later in 2022, post May elections.

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

#### 27/22 Financial and Governance Matters:

# 1. To consider bank signatories and to resolve to add additional signatories onto the Unity Trust Bank account and HSBC account (s);

That Cllrs Chambers and Hawke are added to all accounts as signatories and that Paula Benson is authorised to approve payments as well as create them (note that two signatories are required to sanction all payments). That Rebecca Perrin is authorised to create payments on the Unity Trust Bank Account. Clerk to organise and to amend Financial Regulations to reflect the resolution above, returning them to the March 2022 meeting of Council.

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

2. To receive the Income and Expenditure report dated 31st January 2022;

That this be received and noted.

Proposed – Cllr Williams	Seconded – Cllr Hawke

RESOLVED by a unanimous show of hands.

#### 3. To note the position on VAT returns and the Energy accounts at HRH;

The position on delayed submission of VAT returns and the complications caused by the energy accounts was noted. The Clerk advised that it was hoped that the VAT return for the second quarter would be submitted prior to the forthcoming internal audit. The Clerk advised that the Administrator had recently undertaken training on the bespoke accounts system and had already been able to provide an amount of assistance.

That this be noted.

RESOLVED by a unanimous show of hands.

# 4. To receive an update from the Clerk on IT issues and to note and approve the decisions taken and spend incurred under the Clerk's delegation to allow matters to be resolved/disruption to the workstream minimised;

The Clerk advised that a new IT contractor had been appointed and five new computer base stations had been procured with the correct level of licensing to allow the council to continue to function. Several companies had been contacted to discuss the council's requirements, including the installation of a VPN. The Clerk appointed Nexus IT in Harrogate as IT provider under the delegation provided. Nexus had discovered that the reason for the various IT issues was that the licenses were not the correct editions for the council. That this be noted and approved.

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Proposed – Cllr McHardy	Seconded – Cllr Hawke

RESOLVED by a unanimous show of hands.

#### 5. To approve the list of payments and receipts for;

Month/account	Payments	Receipts
December 2021 Month 9 HSBC	4,740.20	1,440.00
December 2021 Month 9 UTB	30,165.48	268.28

That these be received and approved.

Proposed – Cllr Williams	Seconded – Cllr McHardy

RESOLVED by a unanimous show of hands.



#### 28/22 Events Committee

To receive and note and/or approve the following and to agree appropriate action:

1. Matters contained in the Events Committee Draft Minutes dated 24<sup>th</sup> January 2022; That these be noted and approved.

Proposed – Cllr Williams Seconded – Cllr Hawke

RESOLVED by a unanimous show of hands.

2. Amended Terms of Reference approved by the Events Committee;

That these be received and adopted.

Proposed – Cllr Williams Seconded – Cllr McHardy

RESOLVED by a unanimous show of hands.

3. Appointment of a freelance Event Manager as approved by the Events Committee; That this appointment be approved.

Proposed – Cllr McHardy Seconded – Cllr Hawke

RESOLVED by a unanimous show of hands.

- 4. To receive a verbal update on all Events matters including the Platinum Jubilee event; It was noted that a number of acts had already been booked for the Jubilee event and that the schedule was being continually adjusted to ensure a good programme of entertainment, refer to 28/22 1. above.
- 5. To receive a request from the 21 Engineer Regiment.

That the Council agree to provide whatever is required by the 21 Engineer Regiment to facilitate and/or organise the parade whether that relates to the Clerk's time or extends to road closures/contractor costs.

Proposed – Cllr McHardy Seconded – Cllr Hawke

RESOLVED by a unanimous show of hands.

## 29/22 To receive a verbal and/or written update on the ongoing matters detailed below if appropriate and agree appropriate action:

- Joint approach with Knaresborough Town Council on HBC Markets; No update.
- 2. Bus service;

Cllr Horton advised that he had spoken to NYCC PTE and at this stage it was hoped that the service would be funded by s.106 payments. RCC funding could relate to improved publicity for the service and an enhanced information campaign.

3. Ripon Barracks Re-Development;

The Mayor agreed that item 39/22 could be brought forward and the resolution at 38/22 was read:

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.

Proposed – Cllr Williams Seconded – Cllr McHardy

RESOLVED by a show of hands with one abstention.

Members of the press and public left the Chamber to allow the following verbal update to be received.

The Clerk advised that she had spoken with the Council's transport consultant and that there were concerns around the altering of the method of analysis to produce more favourable results. It was noted that significant documents on transport have been uploaded to the planning portal as recently as at the weekend.

The transport consultant considers that the proposals set out in the Ripon City Plan which is RCC's adopted policy on planning are the most appropriate for the site.

Conversations about the modelling of the strategic development plan being fundamentally flawed and that junctions remaining at overcapacity took place.

Members of the press and public returned to the Chamber.

That RCC is not against the principle of redevelopment of the site at Ripon Barracks, in line with its



adopted policy on planning matters, the Ripon City Plan. That the transport consultant be instructed to return a robust response on transport matters and that an extension to the response time on the planning application is requested to allow a fair and due process on what is the largest alteration to the City for generations.

That the Clerk, together with Cllrs Chambers and Williams be authorised to instruct and agree the transport consultant's further appointment.

Proposed – Cllr Williams	Seconded – Cllr Chambers

RESOLVED by a unanimous show of hands.

#### 4. Highways;

It was noted that a further meeting with NYCC had been arranged.

#### 5. CCTV;

It was noted that the meeting with the new PFCC was in the pipeline.

#### 6. VAS Signs;

It was noted that the ladders had been purchased and that the rotation schedule was due to commence shortly.

#### 7. Quarry Moor;

No update.

#### 8. Re-organisation of Local Government in North Yorkshire;

The Clerk advised that the draft statute had been issued and that the meetings with the working group for the new authority continued.

#### 9. Ripon Town Hall;

No update.

#### 10. Cemetery;

That the Clerk writes to HBC to thank them for the work undertaken at the cemetery but to raise the issue of graves being obscured by ivy and/or hedges.

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

#### 11. Platinum Jubilee;

Refer to 28/22 above.

#### 12. Bedern Court;

Cllr Chambers gave an update on this matter, refer to the email received from HBC. It is the opinion of the subject experts that the additional monitoring put in place is sufficient.

#### 13. Ripon Swimming Pool;

That the response from HBC be received and noted.

#### 14. Waterways and river maintenance;

No update.

#### 15. War memorial.

That the response be received and noted and that a response be returned to state that RCC do not consider it acceptable for the war memorial to be covered in algae at any time of the year and that additional cleans should be arranged.

RESOLVED by a unanimous show of hands

# To review the following applications made to the Small Grants Scheme together with the additional information obtained and to make a decision on award.

#### None received

32/22

#### To consider the lighting on the trees around the Market Place and to agree appropriate action.

That the Clerk be authorised to arrange for the lighting to be removed soonest and that the appropriate permissions are obtained from HBC for the trees to have replacement lighting installed. That a different type of lighting be explored including programmable lighting that can change colour as required.

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

## To consider the creation of a grant fund for local organisations who are arranging events and other matters to celebrate the Platinum Jubilee.

That an additional fund is created, transferring £10,000 from general reserves to a fund for the Platinum Jubilee. Fund to follow the criteria of the Small Grants Scheme with a £1,000 limit



	specifically for community events. Discussions around providing a smaller amount to bodies without
	a constitution took place and/or arranging an umbrella insurance policy to allow streets to organise
	street parties for the Jubilee. Clerk to consider possibilities around funding and appropriate level of
	audit trail and return to Full Council for review.
	Proposed – Cllr Williams Seconded – Cllr Bate
	RESOLVED by a unanimous show of hands.
33/22	To consider extending an invitation to representatives of Parish Councils around the area to
	explore partnership working in light of Local Government reorganisation.
	That RCC arrange a seminar/conference to explore joint working with partner organisations in late
	summer.
	Proposed – Cllr Williams Seconded – Cllr Craggs
	RESOLVED by a unanimous show of hands.
34/22	To refer to item 08/22 9. relating to the potential for Community Asset Transfer and to consider
	whether this should apply to other assets within the Parish.
	That RCC request that major community assets are transferred back to RCC at nil cost in the same
	way that they were transferred to HBC following previous local government organisation. Cllr
	McHardy advised that there was a notice of motion at HBC Full Council to discuss this matter and
	that she would update the Clerk directly after the HBC meeting.
	That RCC write to request that the Market Place, Town Hall and Hugh Ripley Hall are transferred
	back to it at nil cost.
	Description Office Mail Control of the Mail Co
	Proposed – Cllr Williams Seconded – Cllr McHardy
35/22	RESOLVED by a show of hands with one abstention.  Planning matters:
35/22	To consider planning matters as detailed in the attached Appendix.
	To consider planning matters as detailed in the attached Appendix.
36/22	To receive the following reports:
	Reports from Harrogate Borough Councillors if appropriate – for information only;
	None received.
	Reports from North Yorkshire County Councillors if appropriate – for information only;
	None received.
	Reports from members and/or the Clerk on external organisations;
	None received.
	Report from Ripon Together;
	Report from Ripon Together received and noted with thanks.  Report from Ripon Bid.
	Newsletter circulated.
37/22	Mayoral Announcements – for information.
31122	None received.
38/22	To consider passing a resolution under the Public Bodies (Admission to Meetings) Act 1960
30/22	(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.
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#### 39/22

#### Commercial matters:

1. Ripon Spa Baths – to receive an update from the working group if appropriate and to agree appropriate action;

Cllr Williams gave an update from the working group, a meeting is due to take place with HBC's preferred bidder and RCC/RCC's consultant. Comprehensive update to be provided at the March 2022 meeting of RCC Full Council.

2. Ripon Barracks – to receive a report from the Transport Consultant, if available, and to agree appropriate action;

Refer to 28/22 above.

3. Christmas Lights;

That the Clerk arranges to meet the contractor with the Mayor to discuss outstanding matters.

Proposed - Cllr Williams

Seconded – Cllr Horton

RESOLVED by a unanimous show of hands.

4. To consider seeking legal advice.

That the Clerk sources a suitable legal expert with experience of both the public and the private sector to advise on Councillor appointments to outside bodies and the obligations thereunder. That the Clerk is authorised to appoint and agree fees under this item.

Proposed - Cllr Williams

Seconded - Cllr Craggs

RESOLVED by a unanimous show of hands.

With business concluded the Chairman closed the meeting at 7:47pm

#### Signed Cllr E Parkin

The Right Worshipful the Mayor of Ripon

**Dated** 

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



35/22	Planning matters		
	2. Plant	ceive the Planning Appendix.  ning applications as listed below to be considered and responses agreed to ultations being carried out by the Planning Authority:	
	Details of all planning applications listed below can be viewed online prior to the meeting at:		
		ogate.gov.uk/plan/Pages/New%20Plan/Find-an-application.aspx	
	21/05527/FUL	27 Princess Road Erection of Store <a href="https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R4KDRNHY0EK_00">https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R4KDRNHY0EK_00</a> That the council object to this application on the basis that the structure appears to be of commercial type and that members are aware that a business is carried out from the property.	
		Proposed – Cllr Craggs Seconded – Cllr Williams	
		RESOLVED by a unanimous show of hands	
	22/00003/FUL	St Wilfrids Church Coltsgate Hill Ripon North Yorkshire Erection of single storey extension.  https://uniformonline.harrogate.gov.uk/online- applications/applicationDetails.do?activeTab=summary&keyVal=R573YUHYLBJ0 0	
		That the Council do not object to this application.	
		Proposed – Cllr Williams Seconded – Cllr Horton	
	22/00109/FUL	RESOLVED by a unanimous show of hands 26 College Road Ripon HG4 2HA	
	22/00/103/1 GE	Single storey infill extension (revised scheme). <a href="https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R5LXAXHYLFS0">https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R5LXAXHYLFS0</a> O.  That the Council do not object to this application.  Proposed – Cllr Williams  Seconded – Cllr Horton	
	20/02973/EIA	RESOLVED by a unanimous show of hands 21 And 38 Engineers Claro Barracks Chatham Road Ripon North	
	MAJ	**Amended details received 17.01.2022**  Outline application, with means of access (from Clotherholme Road and Kirkby Road) for consideration, for a mixed-use development comprising: up to 1300 dwellings (Use Class C3), up to 60 extra care accommodation units (Use Class C2), retail, food and drink (Use Classes E, F2 and sui generis), community facilities (Use Classes E, F1, F2 and sui generis), 2ha of employment land (Use Class E), Primary School (Use Class F1), sports pitches with ancillary facilities (Use Class F2), public open space, landscaping, demolition of existing buildings and structures, and associated works (amended scheme). <a href="https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QEOYO5HY0B000">https://uniformonline.harrogate.gov.uk/online-applicationDetails.do?activeTab=summary&amp;keyVal=QEOYO5HY0B000</a> Refer to 29/22 above.	
	22/00294/FUL	Park House 8 King Street Ripon HG4 1PJ Construction of a new single storey rear extension. <a href="https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R69ZYIHYLNA00">https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R69ZYIHYLNA00</a> RCC do not object to this application, however it requests that the conservation officer returns an opinion on the proposed addition to a listed building.  Proposed – Cllr Williams Seconded – Cllr Bate  RESOLVED by a unanimous show of hands	



22/00295/	Park House 8 King Street Ripon HG4 1PJ Listed Building Consent for the construction of a new single storey rear extension.  https://uniformonline.harrogate.gov.uk/online- applications/applicationDetails.do?activeTab=summary&keyVal=R69ZYJHYLNB00 RCC do not object to this application, however it requests that the conservation
	officer returns an opinion on the proposed addition to a listed building.
	Proposed – Cllr Williams Seconded – Cllr Bate
	RESOLVED by a unanimous show of hands
21/05452/	
	Proposed change of use from former Ripon City Club to single residential dwelling
	house.
	https://uniformonline.harrogate.gov.uk/online-
	applications/applicationDetails.do?activeTab=summary&keyVal=R4BML4HYL6300 That the Council do not object to this application.
	Proposed – Cllr Williams Seconded – Cllr Horton
22/00135/	RESOLVED by a unanimous show of hands  AD 69-70 The Golden Lion Allhallowgate Ripon HG4 1LE
V	Installation of 3 no. replacement non-illuminated fascia lettering signs, 1 no.
	externally illuminated double sided hanging sign and 1 no. door plaque.
	https://uniformonline.harrogate.gov.uk/online-
	applications/applicationDetails.do?activeTab=summary&keyVal=R5NRYMHYLGH
	<u>00</u> .
	That the Council do not object to this application.
	Proposed – Cllr Williams Seconded – Cllr Horton
	RESOLVED by a unanimous show of hands
22/00163/	
	Listed Building application for the installation of 3 no. replacement non-illuminated
	fascia lettering signs, 1 no. externally illuminated double sided hanging sign and 1 no. door plaque.
	application https://uniformonline.harrogate.gov.uk/online-
	applications/applicationDetails.do?activeTab=summary&keyVal=R5RHANHYLHX0
	0
	That the Council do not object to this application.
	Proposed – Cllr Williams Seconded – Cllr Horton
	RESOLVED by a unanimous show of hands
21/05388/	•
CMAJ	Variation of Condition 10 of planning permission 19/01859/DVCMAJ to allow the
	32 caravans permitted originally by case no 16/02116/FULMAJ to be occupied by residents over the age of 50 and up to 4 to be occupied by residents over 45. For
	information planning permission 19/01859/DVCMAJ varied the specific agreed
	documents and timing of compliance with a number of conditions of planning
	permission 16/02116/FULMAJ which had allowed the change of use of land for the
	siting of 32 residential caravans, and Condition 10 limited their occupation to
	persons over the age of 55 only.
	https://uniformonline.harrogate.gov.uk/online-
	<u>applications/applicationDetails.do?activeTab=summary&amp;keyVal=R447Z7HYL3O00</u> That the Council do not object to this application.
	Proposed – Cllr Williams Seconded – Cllr Horton
21/05389/	RESOLVED by a unanimous show of hands  OV Cathedral View North Road Ripon North Yorkshire
CON	Variation of condition 6 of planning permission 19/01860/FUL to allow for the 3
	caravans permitted by that permission to be occupied by residents over the age
	of 50. For information condition 6 of planning permission 19/01860/FUL restricted
	occupation to persons over the age of 55
	https://uniformonline.harrogate.gov.uk/online-
	applications/applicationDetails.do?activeTab=summary&keyVal=R447ZAHYL3Q00
	That the Council do not object to this application.  Proposed – Cllr Williams  Seconded – Cllr Horton
	·
	RESOLVED by a unanimous show of hands

