



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

Date: Monday 5th September 2022

Time: 5:30pm

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

Present:

- Cllr S Hawke – The Right Worshipful The Mayor
- Cllr McHardy
- Cllr Bate
- Cllr Parkin
- Cllr Hardisty
- Cllr Brodigan
- Cllr Martin-Long
- Cllr Flatley
- Cllr Duncan
- Cllr Horton
- Cllr Williams

In Attendance:

- Paula Benson – Chief Officer
- Rebecca Perrin – Deputy Clerk
- Jonathan Owens – Serjeant At Mace
- One press representative
- 3 members of public

	Apologies were received from Councillor Crozier and reasons for absence were approved.				
114/22	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. A member of public spoke about the leisure centre development. A copy of his statement will be circulated to members after the meeting.				
115/22	To request any disclosure of an interest in relation to any matter under consideration at this meeting (financial or otherwise) and to consider any written requests for dispensation. Cllr Hawke declared an interest as a member of Harrogate Borough Council Planning Committee.				
116/22	To consider and approve the Minutes of the Meeting held on 11th July 2022. That the minutes be approved as a true and accurate record of proceedings. <table border="1" data-bbox="331 1637 1516 1720"><tr><td>Proposed – Cllr Williams</td><td>Seconded – Cllr Horton</td></tr><tr><td colspan="2">RESOLVED by a show of hands with one abstention.</td></tr></table>	Proposed – Cllr Williams	Seconded – Cllr Horton	RESOLVED by a show of hands with one abstention.	
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117/22	To receive and agree an updated meetings schedule for 2022-23. That the meetings schedule be approved. <table border="1" data-bbox="331 1800 1516 1872"><tr><td>Proposed – Cllr Williams</td><td>Seconded – Cllr Bate</td></tr><tr><td colspan="2">RESOLVED by a unanimous show of hands.</td></tr></table>	Proposed – Cllr Williams	Seconded – Cllr Bate	RESOLVED by a unanimous show of hands.	
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The right to record, film and to broadcast meetings of Ripon City Council is permitted under the Openness of Local Government Regulations 2014. The rules of this council must be observed when recording is planned or is taking place. A copy of these rules is available from the Clerk, on our website and on the notice board. Anyone wishing to record is deemed to have accepted these rules. Any member of the public who does not wish to be recorded should make this known prior to commencement of the meeting.
RCC/SHAREPOINT/FULL COUNCIL/13062022

118/22

Financial and Governance Matters:

1. To note that the bank reconciliations for June 2022 and July 2022 have been signed in accordance with the requirements of Financial Regulations;
2. To receive the list of payments and receipts for;

Month/account	Payments	Receipts
July 2022 Month 4 UTB	32862.30	7005.50
July 2022 Month 4 HSBC	1544.97	2688.03

That items 118/22 1 and 2 be received.

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

3. To receive Small Grants Applications and agree to award as appropriate;

Inspire Youth	1000.00
Ripon City Photographic Society (R.C.P.S)	596.00
The Trauma Centre	987.00
Ripon Young Musicians of the Year Competition 2022	600.00
Jennyruth Workshops	860.00
Ripon Community Link	1000.00

That the application from The Trauma Centre is not awarded. All other applications listed above be awarded the full amount applied for.

Proposed – Cllr Williams	Seconded – Cllr McHardy
RESOLVED by a show of hands with one abstention.	

4. To consider Partnership Funding, its continuation and agree the basis of award;

That the following Councillors are tasked with reviewing and formalising a funding framework/SLA which shall apply for this Council's term of office and give consideration to the organisations that might benefit from partnership funding. Cllr's Hawke (ex-officio), Williams, McHardy, Bate and Brodigan. That the agreement be returned to November's meeting of Full Council for review and approval.

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

5. Local Council Award Scheme.

That RCC make the application for the quality award.

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

6. To receive the Income and Expenditure report to 31st July 2022.

That the report be received.

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

7. To review the following policies:

	<p>1. Social Media Policy</p> <p>2. Our Approach to Media – Code of Conduct.</p> <p>That items 118/22 7.1 and 7.2 be received and approved.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Bate</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Bate	RESOLVED by a unanimous show of hands.									
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119/22	<p>To receive the completed Annual Governance and Accountability Return from the External Auditor and agree appropriate action, if received.</p> <p>Not received.</p>												
120/22	<p>Events</p> <p>1. To receive a verbal update on events and agree appropriate action; The Chief Officer updated the Council on the success of the last two events and the good work of the contractor.</p> <p>2. To receive details of permissions granted by HBC to a Ripon based organisation and agree appropriate action. That RCC write to HBC to request the return of event bond monies and licence fees after learning that other community organisations are not subject to these payments. That going forwards RCC receive free use of the Market Square.</p> <table border="1"> <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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121/22	<p>To consider the information received on the Civility and Respect Project and to agree to sign up to the civility and respect pledge.</p> <p>That RCC sign up to this pledge.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Bate</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Bate	RESOLVED by a unanimous show of hands.									
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122/22	<p>Highways Matters</p> <p>To receive correspondence from NYCC dated 25th July 2022 and 27th July 2022 regarding Highways in Ripon and agree appropriate action.</p> <p>That RCC arrange an urgent face to face meeting to discuss the Highways in Ripon.</p> <table border="1"> <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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123/22	<p>To receive correspondence and agree appropriate action:</p> <p>1. HBC email dated 29th July 2022 – Wall at Bondgate Green Close; That RCC write to Darren Sykes to thank him for his help and efforts this far and that the Council looks forward to hearing how the subject progresses.</p> <table border="1"> <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>2. HBC email dated 29th July 2022 – Skate Park in Ripon and land adjacent to the leisure centre. That RCC write to Alison Wilson to thank her for her help so far but that it is vitally important that the road access be reinstated.</p> <table border="1"> <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> <p>3. NALC, Legal Topic Note 40 – Local Council Documents and Records – 3rd August 2022. That this be received and noted.</p> <table border="1"> <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 Hardisty	RESOLVED by a unanimous show of hands.		Proposed – Cllr Williams	Seconded – Cllr McHardy	RESOLVED by a unanimous show of hands.		Proposed – Cllr Williams	Seconded – Cllr McHardy	RESOLVED by a unanimous show of hands.	
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	<p>4. Box Junction Markings – email dated 10th August 2022 from a member of the public. That this item be discussed at the next meeting with NYCC Highways.</p> <table border="1" data-bbox="300 250 1479 293"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p>5. NALC, Briefing on analysis of council tax levels of local precepting authorities 2022-23 – August 2022. That this be received and noted.</p> <table border="1" data-bbox="300 488 1479 530"> <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	Proposed – Cllr Williams	Seconded – Cllr McHardy
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124/22	<p>To note the position on Freedom of Information requests made to Harrogate Borough Council and to receive information, if received. That RCC write to HBC to ask for an update on the Freedom of Information request previously submitted which is now passed the allocated time for response.</p> <table border="1" data-bbox="300 725 1479 768"> <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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125/22	<p>To receive the recent report on the trees at the site at Quarry Moor and agree appropriate action. That RCC tender for an arboriculturist to carry out the identified works on the report and that Natural England are contacted for advice on the disposal of wood from felled trees, if required.</p> <table border="1" data-bbox="300 1001 1479 1043"> <tr> <td>Proposed – Cllr Horton</td> <td>Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Horton	Seconded – Cllr McHardy		
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126/22	<p>To receive an update from Ripon BID on Christmas Lights and the Christmas Brochure. That RCC welcome Ripon BIDs input on the Christmas Brochure and Christmas Lights but would like to encourage the use of Ripon based businesses.</p> <table border="1" data-bbox="300 1240 1479 1283"> <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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127/22	<p>To receive an update on the procurement of a CCTV camera for Ripon and negotiations with HBC The Chief Officer updated members on the approval of RCC's proposed scheme and charges and that she is awaiting a further update from HBC's legal department.</p>				
128/22	<p>Planning matters:</p> <ol style="list-style-type: none"> To consider planning matters as detailed in the attached Appendix. Comments, if any are noted on the attached Appendix. 				
129/22	<p>To receive the following reports:</p> <ol style="list-style-type: none"> Reports from Harrogate Borough Councillors if appropriate – for information only; Nothing to report. Reports from North Yorkshire County Councillors if appropriate – for information only; Cllr Williams updated members on a project that provides free meals to those in need but unfortunately they are unable to carry on as they're without a venue. Cllr Brodigan informed members that a permanent VAS sign is to be installed on Clothholme Road. Reports from members and/or the Clerk on external organisations; 				

	<p>None.</p> <p>4. Report from Ripon Together; The Chief Officer received a written report which will be circulated to members.</p> <p>5. Report from Ripon Bid. That Ripon BID is to start the process of electing a director.</p>								
130/22	<p>Mayoral Announcements – for information. The Mayor said his thanks to the Chief Officer for her hard work in organising a fantastic August bank holiday event.</p>								
131/22	<p>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. That this resolution be passed.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Parkin</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Parkin	RESOLVED by a unanimous show of hands.					
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132/22	<p>To consider the bestowing of an award. That an additional award is not bestowed.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr McHardy</td> </tr> <tr> <td colspan="2">RESOLVED by a show of hands with three in favour, five against and two abstentions.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr McHardy	RESOLVED by a show of hands with three in favour, five against and two abstentions.					
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133/22	<p>Commercial matters:</p> <p>1. To review tenders received and to agree to award the contract for the Christmas Lights provision and the basis of that award. That RCC meet with Bradford Council as soon as possible for further exploration of the tender and that the lights are switched on 19th November 2022 and switched off on 1st January 2023. The timings for the lights to be illuminated are 3:30pm to 12:30am. Delegated members to take discussions forward are Cllr’s Williams, Parkin, McHardy, Hawke and Paula Benson, Chief Officer.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr McHardy</td> </tr> <tr> <td colspan="2">RESOLVED by a show of hands with seven in favour, two against and two abstentions.</td> </tr> </table> <p>That delegated members negotiate the best deal possible and that any shortfall is made up from the strategic investment fund.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Parkin</td> </tr> <tr> <td colspan="2">RESOLVED by a show of hands with seven in favour, two against and two abstentions.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr McHardy	RESOLVED by a show of hands with seven in favour, two against and two abstentions.		Proposed – Cllr Williams	Seconded – Cllr Parkin	RESOLVED by a show of hands with seven in favour, two against and two abstentions.	
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With business concluded, the Chairman closed the meeting at 7:43pm.

Signed _____

Cllr S Hawke, The Right Worshipful the Mayor of Ripon.

Date _____

128/22

Planning matters:

1. To receive the Planning Appendix;
2. Planning applications as listed below to be considered and responses agreed to the consultations being carried out by the Planning Authority.

Details of all planning applications listed below can be viewed online prior to the meeting at:

<http://www.harrogate.gov.uk/plan/Pages/New%20Plan/Find-an-application.aspx>

22/02403/LB	<p>85 North Street Ripon North Yorkshire HG4 1DP Alterations to Listed Building including replacement staircase, replacement of two rear windows and renovation of two front facing windows.</p> <p>https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RDKVUXHYG4H00.</p> <p>That RCC have no comments on this application.</p> <table border="1" data-bbox="496 880 1484 958"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Horton	RESOLVED by a unanimous show of hands.	
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22/03031/FUL	<p>3A Old Market Place Ripon North Yorkshire Conversion of roof space and existing residential accommodation at first and second floors to form four flats including replacement of rear rooflight with two rooflights.</p> <p>https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RG1RV4HYGVT00</p> <p>That RCC have no comments on this application.</p> <table border="1" data-bbox="496 1305 1484 1384"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Horton	RESOLVED by a unanimous show of hands.	
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22/03032/LB	<p>3A Old Market Place Ripon North Yorkshire Listed Building consent for internal alterations and replacement of rear rooflight with two rooflights in association with the proposed conversion of upper floors into 4 No. flats.</p> <p>https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RG1RV5HYGVU00</p> <p>That RCC have no comments on this application.</p> <table border="1" data-bbox="496 1731 1484 1809"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Horton	RESOLVED by a unanimous show of hands.	
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22/03137/TP O	<p>The Red House 41 Palace Road Works to Pree Preservation Order 17/2013 W1 mixed woodland, 33/2003 W1 mixed woodland, 33/2003 T1 cedar, 33/2003 G1 1cedar1oak1holly1sorbus1maple2syc2birch3beech and 33/2003 W2 mixed woodland. Please note -1 no. Goat Willow (T154) not covered by a TPO, made into separate TCON app.</p>				

	<p>https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RGGL7YHYH0C00</p> <p>That RCC have no comments on this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Horton	RESOLVED by a unanimous show of hands.	
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22/02654/L B	<p>Highfield House 6 Hemsworth Walk Ripon North Yorkshire Listed Building Consent for the installation of estate fencing and security gates to demarcate ownership boundaries and vehicular access road to rear courtyard. Replacing current timber post and rail fencing and security gates.</p> <p>https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=REK2JBHYGEZ00</p> <p>That RCC have no comments on this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Horton	RESOLVED by a unanimous show of hands.	
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22/03115/L B	<p>17 Market Place Ripon North Yorkshire HG4 1BW Formation of opening between 17 Market Place and adjacent ground floor unit no 17a Market Place.</p> <p>https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=REGQHPHYGZD00</p> <p>That RCC have no comments on this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Horton	RESOLVED by a unanimous show of hands.	
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22/03265/A DV	<p>27 Market Place Ripon North Yorkshire HG4 1BN Application to display 1No. Replacement / Renewed non illuminated fascia sign and 1No. Non illuminated Re-furbished and renewed projection sign</p> <p>https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RH0YJFH5X00</p> <p>That RCC have no comments on this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Horton	RESOLVED by a unanimous show of hands.	
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