



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

Date: 10th December 2018

Time: 7:00 pm

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

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

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

232/18	<p>To receive apologies and approve reason for absence.</p> <p>Apologies were received and reasons for absence approved from Cllrs Bate, Chambers and Davis.</p>		
233/18	<p>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.</p> <p>A member of the public spoke about the Ripon City Cycle Races, enquiring whether the funding that was discussed earlier in 2018 would be made available. Cllr Williams responded to advise that with the UCI Bike Races in the autumn of 2019 the council could not commit to providing funds.</p> <p>A member of the public spoke to object to planning application 6.31.2769 18/04475 FUL MAJ referring to the Ripon City Plan and the fact that the land is not designated for building in the plan together with concern about the heavy traffic that would result.</p>		
234/18	<p>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.</p> <p>Cllrs Hawke and Martin declared an interest in 249/18, Planning Matters, as members of HBC Planning Committee.</p>		
235/18	<p>To approve the Minutes of the Meeting held on 19th November 2018.</p> <p>That the minutes be accepted as a true and accurate account of proceedings.</p> <table border="1" data-bbox="284 1711 1426 1749"> <tr> <td data-bbox="284 1711 852 1749">Proposed – Cllr Williams</td> <td data-bbox="857 1711 1426 1749">Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Hawke
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236/18	<p>To receive an update on crime statistics from North Yorkshire Police.</p> <p>PS Tiffany provided an update on crime statistics in Ripon. Reported crime has reduced in the last 12 months with 553 crimes reported against a number of 637 for the same period last year.</p> <p>It was agreed that quarterly updates would be provided from NYP.</p>		

237/18

Financial Matters

- 1) To approve the list of payments and receipts for October 2018;
- 2) To receive the income and expenditure reports for the month of October 2018;
- 3) To note that the bank reconciliation statements for the month ending October 2018 have been signed by the Mayor.

That these be received and approved.

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

- 4) To receive an update on the Council's VAT position if received from HMRC.

The Clerk advised that a letter had been sent to HMRC in April 2018 seeking clarification on how the Yorkshire Day income should be treated in VAT terms. Ripon City Council is not VAT registered. The income received is in the region of £7,000. DCK Accounting had advised that HMRC were unlikely to require the council to register for VAT when present in the office earlier in the year which prompted the Clerk to seek a response from HMRC. Despite chasing on several occasions a response has not been received.

The Clerk advised that a VAT reclaim had not been submitted during the current financial year whilst a response was awaited. It was noted that should VAT be payable on the Yorkshire Day income then Ripon City Council would need to fund the amount of VAT due.

The Clerk was advised that having written on several occasions Ripon City Council should no longer chase HMRC for a response. The Clerk advised that she was concerned that a fine or investigation could result. It was agreed that the Clerk would refer to the internal auditor and YLCA for their advice.

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

238/18

Events

- 1) To receive an update on events if appropriate.
Cllr Martin advised that the council had put on two successful events in recent weeks.
- 2) To note the following spend on events, as delegated to the Events Working Group and to agree to waive item 10.4 of financial regulations in respect of these items which have been sourced from providers able to provide the specific equipment required by RCC and/or undertake work to create a bespoke piece of equipment.

Radios	£ 757.96 net
Sound System	£ 834.00 net
	<u>£1,591.96 Total</u>

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

Cllr Parkin was thanked for his efforts on the Christmas Lights which were appreciated by all. Cllr Parkin to chair the Christmas Lights group for 2019, it was noted that the Christmas Lights appeal and procurement would be led by Ripon City Council as the body entering into contract.

The Mayor thanked all Councillors who were involved with events for their recent efforts.

239/18	<p>To note and approve the amount of expenditure on Remembrance Sunday</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Road Closures</td> <td style="text-align: right;">£ 1,100.00 net</td> </tr> <tr> <td>Refreshments</td> <td style="text-align: right;">£ 175.00 net</td> </tr> <tr> <td>Sound System in respect of the service in the Spa Gardens</td> <td style="text-align: right;">£ 350.00 net</td> </tr> <tr> <td>Order of Service Sheet printing costs</td> <td style="text-align: right;">£ 122.00 zero rated</td> </tr> <tr> <td></td> <td style="text-align: right;">£1,747.00 Total</td> </tr> </table> <p>That this be noted and approved.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed – Cllr Williams</td> <td style="width: 50%;">Seconded – Cllr Martin</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Road Closures	£ 1,100.00 net	Refreshments	£ 175.00 net	Sound System in respect of the service in the Spa Gardens	£ 350.00 net	Order of Service Sheet printing costs	£ 122.00 zero rated		£1,747.00 Total	Proposed – Cllr Williams	Seconded – Cllr Martin
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Proposed – Cllr Williams	Seconded – Cllr Martin												
240/18	<p>UCI World Championships</p> <p>That the UCI working group meet in early January and that the Clerk is provided with nominations soonest. That the Clerk writes to HRH The Prince of Wales to request that he visits Ripon during the World Championships.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed – Cllr Williams</td> <td style="width: 50%;">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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241/18	<p>To receive an update on the bus service if appropriate.</p> <p>Cllr Horton reported that the bus service is running and well used. Clerk to write to NYCC to request their confirmation in writing that they will continue the service until a solution is found.</p>												
242/18	<p>To consider a proposal from OSR Medical.</p> <p>That the Council purchase a BHF Call Push Rescue Kit and make the Bar Room at HRH available for OSR Medical to provide free training on CPR and how to use a defibrillator.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed – Cllr Martin</td> <td style="width: 50%;">Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Martin	Seconded – Cllr McHardy										
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243/18	<p>To approve the expenditure required on the City Plan.</p> <p>That a sum of up to £750 is approved if required for printing and redesign costs. Clerk to write to HBC for a statement of the monies drawn down under the provision for City Plan costs.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed – Cllr Williams</td> <td style="width: 50%;">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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244/18	<p>To consider the position on the lease of the Southern half of the Market Square and to note any updates on the Town Hall lease.</p> <p>That the Council withdraw from negotiations on the lease of the Southern half of the Market Square and not proceed to enter into an agreement. That the income from the Ice Cream concession be returned to HBC.</p> <p>That the Clerk writes to HBC to request that the lower portion of the Obelisk is cleaned if possible and vegetation removed.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed – Cllr Williams</td> <td style="width: 50%;">Cllr Martin</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Cllr Martin										
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245/18	<p>To reconsider supporting the Red Arrows being relocated to RAF Leeming in view of additional information received.</p>												

	That in view of the new information received the Council do not write on this matter.	
	Proposed – Cllr Parkin	Seconded – Cllr Williams
	RESOLVED by a unanimous show of hands.	
246/18	To consider 2019 Road Closures.	
	That, in view of the expertise of and working relationship with Community Traffic Management they are the Council's preferred road management contractor for the three year period to 2022 subject to commercial rates remaining relatively unchanged for the period. Financial Regulations Clause 10.4 applies in respect of this item.	
	Proposed – Cllr Williams	Seconded – Cllr McHardy
	RESOLVED by a unanimous show of hands.	
247/18	To consider the procurement of past consort badges if quotations received.	
	That two past consort badges be procured.	
	Proposed – Cllr Williams	Seconded – Cllr Hawke
	RESOLVED by a unanimous show of hands.	
248/18	To receive correspondence.	
	1) Letter dated 27th November 2018 – The Rt Hon J Smith MP.	
	That the Clerk writes to advise that the constituent is aware of the position of Ripon City Council on this matter.	
	Proposed – Cllr Williams	Seconded – Cllr McHardy
	RESOLVED by a unanimous show of hands.	
249/18	Planning matters	
	6.31.962.AB.OUTMAJ 18/04504/OUTMAJ	Calverts Carpets Unit 2, 2 Hutton Bank, Ripon, HG4 5DW Outline application for erection of 43 dwellings (access and Layout considered) That the Council do not object to this application. Proposed – Cllr Williams Seconded – Cllr Horton RESOLVED by a unanimous show of hands.
	6.31.2777.COU 18/04550/COU	Skell Wrought Iron, Borrage Green Lane, Ripon HG4 2JH Change of use from Ironmongery (B1/B2) to residential garage (C3) That the Council do not object to this application. Proposed – Cllr Williams Seconded – Cllr Horton RESOLVED by a unanimous show of hands.
	PP-07376041 18/04480/FUL	43 Market Place, Ripon HG4 1BZ Conversion of warehouse to create 2 no. dwellings.

	<p>That the Council do not object to this application.</p> <table border="1"> <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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<p>6.31.2.Y.FULMAJ 18/04687/FULMAJ</p>	<p>Bishops Glade Development Site, Bellman Walk, Ripon, HG4</p> <p>Erection of 150 no. dwellings and associated infrastructure, access and landscaping. (revised scheme)</p> <p>That the Council object to this amendment in the strongest terms as it further reduces the number of affordable houses in the scheme. The developer obtained permission on the original basis applied for and should be made to develop on that basis.</p> <table border="1"> <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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<p>6.31.2780.FUL 18/04716/FUL</p>	<p>Car Park, Marshall Way, Ripon HG4 2BT</p> <p>Installation of four rapid electric vehicle charging stations with associated equipment.</p> <p>That the Council strongly support this application.</p> <table border="1"> <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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<p>6.31.650.BG.FULMAJ 18/02169/FULMAJ</p> <p>(REFUSED)</p>	<p>The Old Lecture Building, College Road, Ripon, HG4 2HD</p> <p>Demolition of existing building; Erection of 58 room Care Home and 1 no. dwellinghouse; Formation of parking, landscaping and associated works.</p> <p>That this be received and noted.</p>		
<p>6.31.2769.FULMAJ 18/04475/FULMAJ</p>	<p>Land comprising Field at 432266 470194 Littlethorpe Road, Ripon</p> <p>Demolition of 1 dwelling and erection of 37 dwellings</p> <p>RCC object to this application in the strongest terms, the site is not identified for development in either the Ripon City Plan or the Harrogate District Plan. The Ripon City Plan is Ripon City Council's adopted policy on planning. The location is not suitable for the increased traffic that this development would create.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Hawke
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<p>6.31.938.A.OUT 18/04892/OUT</p>	<p>Manor House, Littlethorpe Lane, Ripon HG4 1UB</p> <p>Outline application for erection of 2no. dwellings with layout, scale and access considered.</p> <p>That the Council do not object to this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Horton
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		RESOLVED by a unanimous show of hands.
250/18	To receive an update from Cllr Parkin on Ripon Together.	
	Cllr Parkin gave an update on the position of Ripon Together.	
251/18	To confirm that Ripon City Council comply with the requirements of the Local Council's Award Scheme and have the following in place:	
	<ol style="list-style-type: none"> 1 A risk management scheme 2 A register of assets 3 Contracts for all members of staff 4 Up-to-date insurance policies that mitigate risks to public funds 5 Disciplinary and grievance procedures 6 A policy for training new staff and councillors 7 A record of all training undertaken by staff and councillors in the last year 8 A clerk who has achieved 12 CPD points in the last year. 	
	That this be confirmed.	
	Proposed – Cllr Williams	Seconded – Cllr Hawke
	RESOLVED by a unanimous show of hands.	
252/18	To note the receipt of invoices from Harrogate Borough Council in respect of Ripon City Council's occupation of space within the Town Hall and authorise payment.	
	That the Council do not agree payment of the invoices in respect of the space occupied within the Town Hall due to the lease not being progressed. That the Clerk communicates this to HBC and commences negotiations on the lease.	
	Proposed – Cllr Williams	Seconded – Cllr McHardy
	RESOLVED by a unanimous show of hands.	
253/18	To receive an update on the Small Claims Court Case.	
	That a date has been set for mediation, but that mediation isn't necessarily the best route given the nature of the dispute.	
254/18	To receive a report from Harrogate Borough Councillors if appropriate – for information only.	
	Cllr Martin referred to the 'gum busting machine' and the schedule of cleaning around the district advising that positive comments have been received.	
255/18	To receive a report from North Yorkshire County Councillors if appropriate – for information only.	
	None.	
256/18	Mayoral Announcements – for information.	
	The Mayor thanked Cllr Parkin for his efforts on the lights. The Christmas Lights Switch event on was a great success, Christmas Market was a 'wash out'. The Mayor requested that the sound system in the Council Chamber be placed on the agenda of the January meeting.	

257/18	<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.</p> <p>That this resolution be passed.</p> <table border="1" data-bbox="284 371 1428 409"> <tr> <td>Proposed – Cllr McHardy</td> <td>Seconded – Cllr Williams</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr McHardy	Seconded – Cllr Williams
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258/18	<p>To consider the bestowing of an award.</p> <p>That this matter be deferred.</p> <table border="1" data-bbox="284 595 1428 633"> <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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259/18	<p>Discover Ripon.</p> <p>That the Discover Ripon office be disbanded and the Discover Ripon brand be abolished. That future events (with the exception of Civic Events which will continue to be arranged by the Clerk’s office) be outsourced to an events management firm and that all events are branded ‘Ripon City Council events’.</p> <p>That the marketing activities of Discover Ripon are outsourced and that a firm is engaged to provide professional services including digital marketing/redirection. That the Discover Ripon Webpage and Facebook pages are removed from view as soon as it is appropriate to do so.</p> <table border="1" data-bbox="284 1122 1428 1160"> <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 9:55pm.

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

SIGNED

DATE

THE RIGHT WORSHIPFUL THE MAYOR