



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

Date: 10th June 2019

Time: 6:00pm

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

Present: Cllr E Parkin - The Right Worshipful The Mayor
Cllr J Bate
Cllr M Chambers
Cllr S Craggs
Cllr C Hardisty
Cllr P M Horton
Cllr P McHardy
Cllr S A Martin
Cllr C E Powell
Cllr A Williams

In attendance: Mrs P Benson, the Clerk
Mr J Vauvert, Serjeant at Mace
Two members of the public

Prior to the commencement of the meeting The Very Reverend Dean John Dobson opened the proceedings with Prayer.

105/19	To receive apologies and approve reasons for absence. Apologies were received from Cllrs Davis and Hawke.		
106/19	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.		
107/19	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 Chambers declared an interest in planning item NY/2019/0060/FUL as a Governor of Ripon Grammar School.		
108/19	To approve the Minutes of the Meeting held on 8th May 2019. That the minutes be accepted as a true and accurate account of proceedings. <table border="1" data-bbox="284 1648 1430 1686"><tr><td>Proposed – Cllr Williams</td><td>Seconded – Cllr Horton</td></tr></table> RESOLVED by a unanimous show of hands.	Proposed – Cllr Williams	Seconded – Cllr Horton
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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.

_____ Initialed The Right Worshipful the Mayor

109/19	<p>To receive a proposal to control the pigeon population in and around the Market Place and agree appropriate action.</p> <p>That the proposal be accepted and that Owl Adventures are engaged to fly trained raptors in and around the City centre in an effort to deter the pigeon population. It is noted that the cost of the trial is estimated at £2,100 and that Harrogate Borough Council have agreed to contribute a sum of £1,000. Clerk to action.</p> <table border="1" data-bbox="252 342 1394 376"> <tr> <td>Proposed – Cllr Martin</td> <td>Seconded – Cllr Williams</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Martin	Seconded – Cllr Williams
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110/19	<p>To receive an update from Visit Harrogate on the progress on and scope of the Digital Marketing campaign and to consider the position on printed materials.</p> <p>The email from Visit Harrogate dated 10th June 2019 was received and noted. It was noted that the new webpage was being developed and is expected to be launched in the summer.</p> <p>It was noted that Cllrs McHardy, Martin and Williams had met with Visit Harrogate and engaged them to provide the services outlined in the email referred to above.</p>		
111/19	<p>To receive an update on the proposed Bus Service subject to advice being received from NALC.</p> <p>That proposals are invited on the Government’s Contract Finder webpage on the basis of RCC providing a subsidy by way of a grant of up to £55,000 in Year 1. Clerk to seek guidance from NYCC Passenger Transport Executive.</p> <table border="1" data-bbox="252 1003 1394 1037"> <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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112/19	<p>To agree the formation of an Events Committee and to agree terms of reference which include the allocation of a budget and to agree a schedule of events for 2019.</p> <p>That the Events Committee is formed with Cllrs Williams, McHardy, Martin, Craggs, Hardisty and Bate participating. That the level of funds identified in the 2019/20 budget/precept request be allocated to the Committee under the terms of reference. That the draft terms of reference be amended to that effect, noting that a limit of £15,000 spend per event be stated except for the RCC UCI Events where the limit shall be £35,000.</p> <p>That the events schedule referred to in the terms of reference includes the following events in 2019: August Bank Holiday, UCI (three day event), Halloween, Christmas Lights Switch on, Christmas Market, New Years Eve.</p> <p>That the principal of a three day event around VE Day in 2020 be agreed subject to the 2020/21 budget being agreed.</p> <table border="1" data-bbox="252 1697 1394 1731"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p>Cllr Martin left the meeting at 6:35pm</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
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113/19

To receive an update on the following events and agree appropriate action

Tour de Yorkshire

A report on the spend was received, it was noted that there are some items outstanding but expected that the total cost of the event would stand at £15,000.

UCI

That a public meeting be held on 19th June 2019 at 6pm to invite suggestions from the community.

It was noted that an event would be held at the Cathedral at the end of the month.

That the Clerk investigates obtaining road signage 'Ripon welcomes the World' along the lines of the signs that have been erected in Harrogate. Cllr Chambers advised that a 'Ripon welcomes the World' sign had been erected on the A59. Clerk to contact HBC

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

August Bank Holiday Event

That an event takes place on the Saturday of the August Bank Holiday weekend including an Artisan Market, Face-painting, free Children's rides from 10am until 5pm. Live music on stage and fireworks. It was noted that this item was required to be agreed by Full Council as GEM events needed to progress with HBC soonest if it was to go ahead. Events Committee Terms of Reference to apply to this event.

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

114/19

To consider and approve the membership of each committee of the Council as follows:

- a) Hugh Ripley Hall Committee: 6 members of the Council plus up to 6 non-voting, non-council members;
That Councillors Williams, Hawke, Hardisty Powell, Craggs and Martin be nominated to the Committee plus Mr Richard Willis as a non-voting, non-council member.

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

- b) City Plan Committee: 6 members of the Council plus up to 8 non-council members;
That this item be deferred.

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

	<p>c) Alderman Spence Committee: 6 members of the Council plus up to 6 non-voting, non-council members.</p> <p>That Councillors McHardy, Hardisty, Horton, Hawke, Davis and Martin be nominated to the Committee plus Mrs P Wilson, a representative from Littlethorpe Parish Council, Mr R Adams and Mr S Walker as a non-voting, non-council members.</p> <table border="1" data-bbox="252 376 1394 412"> <tr> <td data-bbox="252 376 823 412">Proposed – Cllr Williams</td> <td data-bbox="823 376 1394 412">Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
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115/19	<p>To agree an amendment to the membership of the Staffing Committee.</p> <p>That Cllr McHardy replaces Cllr Powell and that Cllr Craggs replaces Cllr Martin on the Staffing Committee.</p> <table border="1" data-bbox="252 689 1394 725"> <tr> <td data-bbox="252 689 823 725">Proposed – Cllr Williams</td> <td data-bbox="823 689 1394 725">Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
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116/19	<p>To agree to elect a replacement member to represent Ripon City Council on Ripon Together.</p> <p>That Cllr McHardy replaces Cllr Parkin on the board of Ripon Together.</p> <table border="1" data-bbox="252 1003 1394 1039"> <tr> <td data-bbox="252 1003 823 1039">Proposed – Cllr Williams</td> <td data-bbox="823 1003 1394 1039">Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
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117/19	<p>To confirm the membership of the following working groups:</p> <ul style="list-style-type: none"> a) Emergency Plan Working Group. b) Town Hall Lease Working Group. c) Transport Working Group. <p>That the membership of the working groups is unchanged from 2018/19.</p> <table border="1" data-bbox="252 1393 1394 1429"> <tr> <td data-bbox="252 1393 823 1429">Proposed – Cllr Williams</td> <td data-bbox="823 1393 1394 1429">Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
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118/19	<p>To review the Council Representatives on outside bodies:</p> <ul style="list-style-type: none"> a) Age Concern (Mayor) b) Ripon in Bloom (1 member) c) Visit Ripon (Mayor & 1 member) d) Ripon Museum Trust (Mayor) e) Harrogate & District Access Group (Mayor) f) Ripon Municipal Charities (Mayor plus 3 nominated representatives) g) YLCA Harrogate Branch (1 member - Chairman plus one other nomination) h) Ripon Festival Trust (2 members) i) Spa Gardens Forum (1 member) j) Council of the Cathedral (1 member) k) Harrogate & District Transport Forum (1 member) l) Ripon Grammar School Foundation Governors m) Ripon Chapels & Hospitals Trust n) Ripon Girls Club Charitable Trust – Ex-Officio Trustee (Constitution states must be the Mayor) o) White Rose Sailing Association. 		

	<p>That the Council Representatives on outside bodies is unchanged from 2018/19 with Cllr Parkin assuming the role of representative where required as the Mayor.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
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119/19	<p>To confirm the signatories on the Bank Mandate for the next Council year; any two members to sign.</p> <p>That the signatories on the Bank Mandate are unchanged from 2018/19.</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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120/19	<p>To consider and approve the Annual Return for the period ending 31st March 2019.</p> <ol style="list-style-type: none"> To consider and approve the 2018/19 accounts to include signing of the signing of the bank reconciliation and balance sheet to 31st March 2019 by the Mayor; To receive and consider the Internal Auditor's opinion on the 2018/19 accounts; To approve the Annual Governance Statement for 2018/19 as found on the Annual Return; To approve the Accounting Statements for 2018/19 as found on the Annual Return. <p>That items a), b), c) and d) be received, approved and signed by the Mayor as required.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
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121/19	<p>To confirm the appointment of Yorkshire Internal Audit Services for the financial year ending 31st March 2020.</p> <p>That the services of Yorkshire Internal Audit Services be retained for the financial year ending 31st March 2020.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
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122/19	<p>Financial Matters</p> <ol style="list-style-type: none"> To approve the list of payments and receipts for February and March 2019; To receive the income and expenditure reports for the months of February and March 2019; To note that the bank reconciliation statements for the month ending February and March 2019 have been signed by the Mayor; <p>That items 1., 2. and 3 above be received and approved.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
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	<p>4. To receive an update on VAT;</p> <p>The Clerk advised that following completion of the year end and VAT registration a VAT reclaim in the sum of £12,836 would be submitted to HMRC.</p> <p>To note that the following expenditure has been incurred under Financial Regulations item 18.1.</p> <table border="1" data-bbox="301 383 1398 495"> <tr> <td>Charles Arnold Baker on Local Council Administration</td> <td>£136.99</td> </tr> <tr> <td>NALC Local Councils Explained</td> <td>£19.99</td> </tr> <tr> <td>Zurich Insurance Additional Premium</td> <td>£93.95</td> </tr> </table> <p>That the above spend be noted.</p> <table border="1" data-bbox="316 568 1383 607"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Charles Arnold Baker on Local Council Administration	£136.99	NALC Local Councils Explained	£19.99	Zurich Insurance Additional Premium	£93.95	Proposed – Cllr Williams	Seconded – Cllr Chambers
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123/19	<p>To receive a verbal update on the position of the Cabmen’s Shelter and agree appropriate action.</p> <p>The Clerk advised that following help from Keith Anderson a new haulier had been found. The outstanding documents have been submitted to HBC/Historic England and it is hoped that consent will be obtained soonest.</p>								
124/19	<p>To receive an update from Harrogate Borough Council on the Town Hall Lease and outstanding invoices.</p> <p>That payment of the invoices is not agreed and that the Clerk engages a solicitor with both Local Government and commercial property expertise to advise the Council on the matters of both the HBC invoices and the Tenancy and Management Agreements.</p> <table border="1" data-bbox="252 1178 1398 1216"> <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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125/19	<p>To note that the period for Small Grants Applications closed on 12th May 2019 and to agree that a further meeting of Full Council will be held on 24th June 2019 when Small Grants and Partnership Funding will be decided upon.</p> <p>That this be agreed.</p> <table border="1" data-bbox="252 1536 1398 1574"> <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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127/19	<p>Planning matters</p> <ol style="list-style-type: none"> To receive the Planning Appendix. That this be received. Planning applications as listed below to be considered and responses agreed to the consultations being carried out by the Planning Authority: <i>Details of all planning applications listed below can be viewed online prior to the meeting at:</i> 								

<p>APPEAL UNDER SECTION 78</p>	<p>Ripon, North Yorkshire</p>		
<p>19/02121/FUL</p>	<p>Demolition of 1 dwelling and erection of 37 dwellings.</p> <p>The Beeches, Magdalens Road, Ripon, HG4 1HU</p> <p>Conversion of existing agricultural building to 2 no. dwellings, demolition of agricultural buildings, realignment of boundary wall, improvement of access track and associated landscaping works.</p> <p>That this item be deferred.</p> <table border="1" data-bbox="603 528 1382 566"> <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>NY/2019/0060/FUL</p>	<p>Re-consultation on planning application for the purposes of the erection of a single storey prefabricated sports changing facility unit (185m²).</p> <p>On land at Ripon Grammar School, 16 Clotherholme Road, Ripon, HG4 2DG</p> <p>That the Council do not respond on this item.</p> <table border="1" data-bbox="603 976 1382 1014"> <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>NY/2019/0051/LBC</p>	<p>Re-consultation on planning application.</p> <p>On land at Holy Trinity Church of England Infant school, Trinity Lane Ripon, HG4 2AL.</p> <p>That the previous comments made are reiterated.</p> <table border="1" data-bbox="603 1346 1382 1384"> <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>128/19</p>	<p>To receive correspondence:</p> <ol style="list-style-type: none"> YLCA Training Seminars; That this be received and noted and that those councillors who were newly elected in 2018 are encouraged to attend one of the training sessions for new councillors. Members to contact the Clerk directly for authorisation/booking. Two letters dated 12th April 2019 from Rt Hon Julian Smith MP. That a letter is returned to the Member of Parliament thanking him for his response and reiterating the concerns of the Council. That the proposed sale has been referred to the Department for Culture Media and Sport. That the RCC response includes reference to small local businesses who rely on a proper local radio statement to provide advertising. That RCC encourage rejection of the bid from Bauer Media. <table border="1" data-bbox="252 1955 1394 1993"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Craggs</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Craggs
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	<p>3. Email from Catherine Baxter, Ripon Museums – Workhouse Teas.</p> <p>That the Council do not object to this request.</p> <table border="1" data-bbox="284 241 1428 280"> <tr> <td data-bbox="284 241 853 280">Proposed – Cllr Williams</td> <td data-bbox="853 241 1428 280">Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers		
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129/19	<p>To consider the following matters:</p> <p>1. Local out of hours NHS Dentistry provision;</p> <p>That the Council write to the Member of Parliament for Ripon together with the Minister for Health to raise the issue of the lack of out of hours dental provision.</p> <table border="1" data-bbox="284 638 1428 676"> <tr> <td data-bbox="284 638 853 676">Proposed – Cllr Williams</td> <td data-bbox="853 638 1428 676">Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p>2. Antisocial behaviour at Ripon Bus Station.</p> <p>That the Council write to North Yorkshire Police to raise the issue of antisocial behaviour at the bus station requesting that the Police contact Social Services to help to solve the problem.</p> <table border="1" data-bbox="284 992 1428 1030"> <tr> <td data-bbox="284 992 853 1030">Proposed – Cllr Horton</td> <td data-bbox="853 992 1428 1030">Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Horton	Proposed – Cllr Horton	Seconded – Cllr McHardy
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130/19	<p>To receive a report from Harrogate Borough Councillors if appropriate – for information only.</p> <p>None</p>				
131/19	<p>To receive a report from North Yorkshire County Councillors if appropriate – for information only.</p> <p>Cllr Chambers advised that NYCC were relocating to the Old Magistrates Court in the coming weeks and would be based there while County Hall was being refurbished.</p>				
132/19	<p>Mayoral Announcements – for information.</p> <p>None.</p>				
	<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 be approved and that public and accredited press be excluded.</p> <table border="1" data-bbox="284 1892 1428 1930"> <tr> <td data-bbox="284 1892 853 1930">Proposed – Cllr Williams</td> <td data-bbox="853 1892 1428 1930">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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126/19

To provide a verbal update on the Small Claims Court Case.

That the Clerk is due to attend the Small Claims Court on 17th June 2019 accompanied by Cllr Parkin. The email dated 26th June 2019 was discussed.

With business concluded the meeting was closed at 8:55pm.

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

SIGNED

DATE

THE RIGHT WORSHIPFUL THE MAYOR