



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

**Date:** 14 October 2019

**Time:** 6.00pm

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

**Present**

- Cllr E Parkin - The Right Worshipful The Mayor
- Cllr S Craggs
- Cllr C Davis
- Cllr C Hardisty
- Cllr S Hawke
- Cllr P M Horton
- Cllr P McHardy
- Cllr C Powell
- Cllr A Williams

**In Attendance** Paula Benson, the Clerk, The Sergeant at Mace and one member of the public.

**Prior to the commencement of the meeting Prayers were said by Canon Barry Pyke**

<b>201/19</b>	<b>To receive apologies and approve reasons for absence.</b>  Apologies were received from Cllrs Bate, Chambers and Martin. Reasons for absence were not approved.		
<b>202/19</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.		
<b>203/19</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>  Cllr Hawke declared an interest in item 217/19 as a member of HBC Planning Committee. Cllr Craggs declared an interest in item 216/19 as he is involved in an organisation who are providing funding to the Winter Wonderland.		
<b>204/19</b>	<b>To consider and approve the Minutes of the Meeting held on 9<sup>th</sup> September 2019.</b>  That these be accepted as an accurate record or proceedings. <table border="1" data-bbox="284 1536 1334 1576"><tr><td><b>Proposed – Cllr Williams</b></td><td><b>Seconded – Cllr Hawke</b></td></tr></table> RESOLVED by a show of hands.	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>
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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.

205/19	<p><b>To receive correspondence</b></p> <ol style="list-style-type: none"> <li><b>Letter dated 29<sup>th</sup> September 2019 – member of the public;</b> The Mayor agreed that this item could be received in closed session due to the sensitive nature of the matter.</li> <li><b>Letter dated 16<sup>th</sup> September 2019, The Rt Hon Julian Smith MP;</b> That this item be received and noted.  <table border="1" data-bbox="347 282 1401 315"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> Resolved by a show of hands.</li> <li><b>Letter dated September 2019, Rural Market Towns Group.</b> That the Council joins this group.  <table border="1" data-bbox="347 409 1401 443"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> Resolved by a show of hands.</li> <li><b>Email dated 6<sup>th</sup> September 2019, YLCA, Independent Review Into Local Government Audit.</b> That the Clerk is authorised to respond on this matter.  <table border="1" data-bbox="347 562 1401 595"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> Resolved by a show of hands.</li> </ol>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>
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206/19	<p><b>Events and Marketing</b></p> <ol style="list-style-type: none"> <li><b>To receive, note and approve the events budget for 2019-2020;</b> That the updated budget be received and noted.</li> <li><b>To consider making a payment to GEM Events prior to events taking place based on an agreed percentage of the event budget to allow them to pay suppliers directly;</b> That the clerk be authorised to remit 70% of the agreed event budget to GEM Events once agreed by Cllrs Davis, McHardy, Parkin and Williams prior to events taking place to allow GEM to contract with and pay suppliers in an appropriate manner.</li> <li><b>To consider and agree an amendment to the Terms of Reference for the Events Committee;</b> That the proposed amendment be agreed and that a representative from Lister House and RBL Ripon be invited to join the Events Committee.</li> <li><b>To consider the implementation of a Christmas marketing campaign/brochure.</b> That a sum of £12,000 be made available from the Strategic Investment Fund to fund a Christmas marketing campaign which will comprise the delivery of a Christmas brochure to the city and surrounding area. Draft brochure to be reviewed following the meeting of the Events Committee by the Events Committee Councillors present. Cllrs Davis, McHardy, Parkin and Williams to be delegated to authorise the printing costs.  <table border="1" data-bbox="347 1294 1401 1328"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> Resolved by a show of hands.</li> </ol>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>				
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207/19	<p><b>To receive an update on the Town Hall Lease.</b> That this be received and noted.  <table border="1" data-bbox="252 1503 1302 1536"> <tr> <td><b>Proposed – Cllr Hawke</b></td> <td><b>Seconded – Cllr Horton</b></td> </tr> </table> RESOLVED by a show of hands.</p>	<b>Proposed – Cllr Hawke</b>	<b>Seconded – Cllr Horton</b>				
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208/19	<p><b>To receive an update from Visit Harrogate on the progress of the web page and agree appropriate action.</b></p> <p>The Mayor agreed that this item could be received in closed session due to the sensitive nature of the matter.</p>						
209/19	<p><b>Standing agenda items:</b></p> <ol style="list-style-type: none"> <li><b>Bus Service</b> The bus service was discussed. It was noted that the Transport Working Group would be reformed in the coming weeks. The developments at Rotary Way and Doublegates were discussed. Clerk to contact the Public Transport Office at NYCC to discuss</li> </ol>						

	<p>possible s.106 monies.</p> <table border="1"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> <p>Resolved by a show of hands.</p> <p><b>2. Christmas Lights and Christmas Displays around the Market Square.</b></p> <p>That a sum of £3,000 be made available to add to the monies raised by the Mayoral Charities to provide additional lighting on the Cherry Tree at the Hospital, swimming baths, trees that run along the side of Park St to the Spa Gardens and roundabout at Bedern Bank subject to obtaining appropriate permissions.</p> <table border="1"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> <p>Resolved by a show of hands.</p> <p>Clerk to request assistance from NYCC councillors in relation to the infrastructure testing that was commissioned from NYCC in the Summer as their response is outstanding.</p>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>
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<b>210/19</b>	<p><b>Highways and Planning Enforcement Matters</b></p> <p><b>1. Surface of Whitcliffe Lane as a result of the development at the Cathedral Choir School;</b></p> <p>That this matter is referred to HBC Planning Enforcement urgently as the road is often covered in mud and debris from the site. The developer is not cleaning the road on a regular basis.</p> <p><b>2. Gulleys and Drains.</b></p> <p>That the Clerk writes to HBC and NYCC to raise the issue of the gulleys and drains around the city as they are not being maintained/cleaned out on a regular basis.</p> <table border="1"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> <p>Resolved by a show of hands.</p>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>		
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<b>211/19</b>	<p><b>To discuss Tour de Yorkshire 2020 and agree appropriate action.</b></p> <p>That the Clerk writes to HBC to request that Ripon is not included on the TdY route in 2020 but that RCC would like Ripon to be included as a possible starting venue in 2021.</p> <table border="1"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr Craggs</b></td> </tr> </table> <p>Resolved by a show of hands with one named abstention, namely Cllr Davis. Cllr McHardy left the meeting at 7:18pm.</p>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr Craggs</b>		
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<b>212/19</b>	<p><b>To receive the Annual Governance and Accountability Return following its completion by PKF Littlejohn.</b></p> <p>That this be received and noted.</p> <table border="1"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr Hawke</b></td> </tr> </table> <p>Resolved by a show of hands. Cllr McHardy returned to the meeting at 7:21pm.</p>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr Hawke</b>		
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213/19	<p><b>1. To approve the list of payments and receipts for August 2019;</b></p> <table border="1" data-bbox="376 129 1423 241"> <thead> <tr> <th>Month</th> <th>Account</th> <th>Total Payments</th> <th>Total Receipts</th> </tr> </thead> <tbody> <tr> <td>August Month 5</td> <td>HSBC</td> <td>£5,374.11</td> <td>Nil</td> </tr> <tr> <td></td> <td>Unity Trust Bank</td> <td>£17,824.72</td> <td>£5648.88</td> </tr> </tbody> </table> <p><b>2. To receive the income and expenditure report dated 31<sup>st</sup> August 2019.</b></p> <p><b>3. To note that the bank reconciliation statements for the month ending August 2019 has been signed by the Mayor.</b></p> <p>That these items be received, noted and approved where required.</p> <table border="1" data-bbox="376 421 1433 454"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr Hawke</b></td> </tr> </table> <p>Resolved by a show of hands.</p>	Month	Account	Total Payments	Total Receipts	August Month 5	HSBC	£5,374.11	Nil		Unity Trust Bank	£17,824.72	£5648.88	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr Hawke</b>
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214/19	<p><b>To receive an update on the Cabmen's Shelter.</b></p> <p>The report from Heritage Painting was received. It was noted that the planning process would need to be adhered to.</p> <table border="1" data-bbox="288 667 1337 701"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> <p>Resolved by a show of hands.</p>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>												
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215/19	<p><b>To receive an update on the Pest Control project on the Market Square.</b></p> <p>The report was received. It was noted that the Pest Control method is not working and that no further funds should be allocated to this method.</p> <p>Clerk to write to HBC to urge them to deal with the pigeon problem by whatever method is the most logical.</p> <table border="1" data-bbox="288 1059 1337 1093"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> <p>Resolved by a show of hands.</p>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>												
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216/19	<p><b>To consider the application received under the 2019 Small Grants Scheme noting that on receipt of the original application the organisation was invited to re-apply at a later date once plans were further developed.</b></p> <p>That the Friends of the Spa Garden be awarded £1,000.</p> <table border="1" data-bbox="288 1339 1337 1373"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr Hawke</b></td> </tr> </table> <p>Resolved by a show of hands with one named abstention, namely Cllr Craggs.</p>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr Hawke</b>												
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217/19	<p><b>To consider Planning Matters as detailed in the attached appendix.</b></p> <p>That the planning appendix be received and that planning applications detailed in the attached appendix be moved en block as no objection other than in respect of the application below.</p> <table border="1" data-bbox="320 277 1374 315"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr Craggs</b></td> </tr> </table> <p>Resolved by a show of hands.</p> <table border="1" data-bbox="312 374 1461 456"> <tr> <td><b>C6/19/01378/CMA</b></td> <td><b>Ripon Moorside Infant &amp; Junior School – supporting statement to accompany Variation of Condition 2.</b></td> </tr> </table> <p>That the Council continue to object to this application in the strongest terms in view of the potential light pollution to nearby residents.</p> <table border="1" data-bbox="320 566 1374 604"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr Craggs</b></td> </tr> </table> <p>Resolved by a show of hands.</p>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr Craggs</b>	<b>C6/19/01378/CMA</b>	<b>Ripon Moorside Infant &amp; Junior School – supporting statement to accompany Variation of Condition 2.</b>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr Craggs</b>
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218/19	<p><b>Hugh Ripley Hall</b></p> <ol style="list-style-type: none"> <li><b>To receive the surveyor’s report dated September 2019 and agree appropriate action.</b> That the report be received and noted and that the Clerk obtains quotations to replace the skylights as identified in the report.</li> </ol> <table border="1" data-bbox="416 880 1469 913"> <tr> <td><b>Proposed Cllr Williams</b></td> <td><b>Seconded Cllr McHardy</b></td> </tr> </table> <p>Resolved by a show of hands.</p> <ol style="list-style-type: none"> <li><b>To note the resignation of a non-council member on the Hugh Ripley Hall Committee.</b> That the resignation of Mr R Willis be received.</li> </ol>	<b>Proposed Cllr Williams</b>	<b>Seconded Cllr McHardy</b>				
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219/19	<p><b>To receive a report from Ripon City Council representatives on outside bodies.</b></p> <p>Cllr McHardy reported back from the Ripon Together board to advise that Ripon Together require details of the information required to allow the Council to consider funding in future years to allow them to plan financially.</p>						
220/19	<p><b>To receive a report from Harrogate Borough Councillors if appropriate – for information only.</b></p> <p>Cllr Hawke advised that he had raised a query at HBC Full Council on the Allhallowgate development to which he is awaiting a response. It was noted that an update on the new swimming pool for Ripon would be forthcoming in the next few weeks.</p> <p>Cllr McHardy raised the occupancy of Ripon Town Hall and drug issues in Council owned property at HBC Full Council. A discussion surrounding the drug problem ensued with the situation at College Lawns being discussed.</p> <p>The Clerk advised that NYP had been into the office to advise that they were unable to attend this evening’s meeting but that they have been working with the management committee to try to solve issues of anti-social behaviour and that PCSOs are increasing their patrols in the area. NYP have seen a natural decline in the number of issues since the weather has changed and had noted that when the sun returned briefly the same issues presented themselves again so it would appear to be weather dependent.</p> <p>The management committee have provided set times where there have been issues and when possible patrols will happen around these times.</p> <p>The Mayor allowed Cllr Williams to speak under this item who requested that the Clerk will write to HBC to raise the following matters: How are the social housing units at Allhallowgate being replaced within the City;</p>						

	<p>Were the appropriate groundwork surveys undertaken before demolition of the existing units was decided upon; That the Clerk writes to Julia Mulligan to ask why NYP locally are refusing to engage with RCC to provide updates on local policing matters.</p>		
	<p><b>To receive a report from North Yorkshire County Councillors if appropriate – for information only.</b></p> <p>None present.</p> <p>Cllr Powell left the meeting at 8:18pm.</p>		
<b>222/19</b>	<p><b>Mayoral Announcements – for information.</b></p> <p>The Mayor advised that he had recently met with residents from Foix in France, a town twinned with Ripon, and that he would like to explore the twinning, what it means for Ripon and the history of it.</p>		
	<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> <p>That this resolution be passed.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;"><b>Proposed – Cllr Williams</b></td> <td style="width: 50%; text-align: center;"><b>Seconded – Cllr Hawke</b></td> </tr> </table> <p>RESOLVED by a show of hands with one abstention.</p>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>
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<b>208/19</b>	<p><b>To receive an update from Visit Harrogate on the progress of the web page and agree appropriate action.</b></p> <p>That the Clerk writes to Visit Harrogate to express the Council's disappointment at the position on the webpage/campaign. That Visit Harrogate are required to return a report providing full details of the marketing campaign March 2019-September 2019 for review together with a progress report on the new Ripon webpage within 14 days.</p>		

With business concluded the meeting was closed at 8.31pm.

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

SIGNED

DATE

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THE RIGHT WORSHIPFUL THE MAYOR

<b>217/19</b>	<p><b>Planning matters</b></p> <ol style="list-style-type: none"> <li><b>To receive the Planning Appendix.</b></li> <li>Planning applications as listed below to be considered and responses agreed to the consultations being carried out by the Planning Authority:</li> </ol> <p><i>Details of all planning applications listed below can be viewed online prior to the meeting at:</i></p> <p style="text-align: center;"><a href="http://www.harrogate.gov.uk/plan/Pages/New%20Plan/Find-an-application.aspx">http://www.harrogate.gov.uk/plan/Pages/New%20Plan/Find-an-application.aspx</a></p>
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<b>19/03824/FUL</b>	<b>75 Kirkby Road, Ripon, North Yorkshire, HG4 2HH</b>
	<b>Erection of two storey in-fill extension, 1 no. first floor extension, 1 no single storey porch extension and alterations to fenestration.</b>
<b>19/03801/FUL</b>	<b>26 Water Skellgate, Ripon, HG4 1BH</b>
	<b>Erection of single storey extension, conversion of outbuilding to form granny annex and insertion of small window in east facing gable of main house.</b>
<b>19/03808/FUL</b>	<b>26 Knaresborough Road, Ripon, HG4 1RQ</b>
	<b>Erection of 2 no single storey extensions.</b>
<b>19/03826/LB</b>	<b>Haytor House, Little Studley Road, Ripon, HG4 1HD</b>
	<b>Listed building consent for the erection of summerhouse.</b>
<b>19/03873/FUL</b>	<b>20 Cathedral Close, Ripon, HG4 1ND</b>
	<b>Erection of single storey extension.</b>
<b>19/03855/FUL</b>	<b>11 Willow Walk, Ripon, HG4 2LS</b>
	<b>Erection of 1 no. single storey extension and erection of 1 no. wrap around extension. Alteration to roof pitch and fenestration.</b>
<b>19/03988/kiosk</b>	<b>Telephone Box, Knaresborough Road, Ripon, North Yorkshire</b>
	<b>BT Consultation on the proposed removal of payphone kiosk (01765 603310)</b>
<b>19/03987/kiosk</b>	<b>Street Record, Hutton Bank, Ripon, North Yorkshire</b>
	<b>BT Consultation on the proposed removal of payphone kiosk (01765 603118)</b>
<b>19/03967/Kiosk</b>	<b>Telephone Box, Elm Road, Ripon, North Yorkshire</b>
	<b>BT Consultation on the proposed removal of payphone kiosk (01765 603351)</b>
<b>19/03986/Kiosk</b>	<b>Post Office, 32 Clothholme Road, Ripon, North Yorkshire, HG4 2DQ</b>
	<b>BT Consultation on the proposed removal of payphone kiosk (01765 602111)</b>

<p><b>19/03682/FUL</b></p> <p><b>19/03683/LB</b></p>	<p><b>14 Westgate, Ripon, HG4 2AT</b></p> <p><b>Removal of flat roof and parapet to form pitched and hipped roof; installation of ground to first floor stairs with associated stairwell extension; alterations to car park levels; demolition of porch and erection of replacement porch; part removal of wall to widen vehicle access; formation of pedestrian access in wall; application of render to exposed brick; alterations to fenestration.</b></p>
<p><b>19/03852/FUL</b></p>	<p><b>Maltings Building, Unicorn Yard, Kirkgate, Ripon, North Yorkshire</b></p> <p><b>Erection of 2 dwellings and conversion of Malthouse building to form 2 dwellings with associated car parking.</b></p>
<p><b>C6/19/01378/CMA</b></p>	<p><b>Ripon Moorside Infant &amp; Junior School – supporting statement to accompany Variation of Condition 2.</b></p>