



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

**Date:** Monday 8<sup>th</sup> March 2021

**Time:** 6.00pm

**HELD AT 6PM ONLINE ON MICROSOFT TEAMS**

- Present**
- Cllr E Parkin - The Right Worshipful the Mayor
  - Cllr M Chambers
  - Cllr S Craggs
  - Cllr C Hardisty
  - Cllr S Hawke
  - Cllr P M Horton
  - Cllr P McHardy
  - Cllr S Martin
  - Cllr A Williams
  - Cllr J Bate
  - Cllr C Davis
- In Attendance**
- Paula Benson, the Clerk
  - Rebecca Perrin, Administrator
  - Two press representatives

<b>38/21</b>	<b>To receive apologies and approve reasons for absence.</b> Apologies were received from Cllr Powell. Reasons for absence were approved.		
<b>39/21</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>40/21</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> Cllrs Hawke and Martin declared an interest on any matters that might come before them as members of HBC Planning Committee. Cllr Hawke declared an interest on 58/21 Low Mill Estate site as he has been directly involved with residents on the matter. Cllr Chambers declared an interest on 43/21 Ripon CCTV coverage as the HBC Cabinet Member responsible for Safer Communities.		
<b>41/21</b>	<b>To consider and approve the Minutes of the Meeting held on 8<sup>th</sup> February 2021.</b> That these be approved as a true and accurate record of proceedings. <table border="1" style="width: 100%; margin-top: 5px;"> <tr> <td style="width: 50%;"><b>Proposed – Cllr Williams</b></td> <td style="width: 50%;"><b>Seconded – Cllr Hawke</b></td> </tr> </table> RESOLVED by a show of hands with two abstentions.	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>		
<b>42/21</b>	<b>To consider the following highways matters in Ripon:</b> <ol style="list-style-type: none"> <li><b>1. Princess Road/St Marygate/ Minster Road;</b> That NYCC are to apply for bid funding in the 22/23 programme for Princess Road and St Marygate to be completely resurfaced. More significant repairs and monitoring to be carried out by NYCC in the meantime to maintain the roads. That RCC formally raise a request with Highways for the works to be completed prior to 12 April 2021.</li> <li><b>2. Repairs to Glovers Bridge;</b> That Glovers Bridge repairs are due to start 09 March 2021 but delays to the works could happen due to weather.</li> <li><b>3. Road surface around Market Place.</b></li> </ol>		

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/080321

	<p>That RCC formally raise with Highways for the works to be completed prior to 12 April 2021 to avoid impact on trade within the City. Public consultation on tarmacing to take place to ensure proper repairs are done. That the relocation of the taxi rank to Moss' arcade is unsuitable and the Southern half of the Market Square would be a safer place for the taxi rank.</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 unanimous show of hands.</p>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr McHardy</b>																	
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr McHardy</b>																			
43/21	<p><b>To consider CCTV coverage in Ripon.</b> That RCC request for redeployment of HBC mobile CCTV camera to the junction of Bondgate/Mawson Lane as recommended by NYP. Highways to contact Clare Mayes, NYP to arrange for street lighting to be kept on giving clear footage. RCC to request a sample of footage to ensure good quality.</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 with one abstention.</p>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr McHardy</b>																	
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr McHardy</b>																			
44/21	<p><b>To consider and agree the renewal of the lease in respect of the allotment land.</b> That this item be deferred to allow the Clerk to obtain historical information.</p>																			
45/21	<p><b>To receive advice from YLCA on the awarding of a grant and agree appropriate action.</b> The recommendation that the Council do not award grants to individuals due to the lack of audit trail and accountability was noted. That the Grant Awarding Policy specifically states that the Council do not donate to individuals and that this grant is refused.</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 with one abstention and one against.</p>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>																	
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>																			
46/21	<p><b>Ripon Renewal Project – to discuss this project and agree appropriate action.</b> That RCC welcome and lead the project as the Statutory Body.</p>																			
47/21	<p><b>Financial and Governance Matters</b></p> <ol style="list-style-type: none"> <li><b>To receive the Income and Expenditure report dated 28<sup>th</sup> February 2021</b></li> <li><b>To approve the list of payments and receipts for</b></li> </ol> <table border="1"> <thead> <tr> <th>Month/account</th> <th>Payments</th> <th>Receipts</th> </tr> </thead> <tbody> <tr> <td>January 2021 UTB</td> <td>6555.00</td> <td>7868.31</td> </tr> <tr> <td>January 2021 HSBC</td> <td>4122.40</td> <td>nil</td> </tr> <tr> <td>February 2021 UTB</td> <td>43900.50</td> <td>13000.00</td> </tr> <tr> <td>February 2021 HSBC</td> <td>6304.78</td> <td>4532.64</td> </tr> </tbody> </table> <p>That items 1, 2, 4, 7 and 8 be received and approved.</p> <table border="1"> <tr> <td><b>Proposed – Cllr Williams</b></td> <td><b>Seconded – Cllr Horton</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <ol style="list-style-type: none"> <li><b>To note the position on the appointment of an internal auditor;</b> The Clerk advised that there was no update at this time.</li> <li><b>To receive the letter dated 11<sup>th</sup> February 2021 from HSBC;</b> That the Council formally thank the Clerk for her hard work in securing a substantial refund of charges.</li> <li><b>To review the ear marked reserves;</b> That the following ear marked reserves are transferred to the 21/22 budget: <ol style="list-style-type: none"> <li>£20,000 – Christmas Lights;</li> <li>£30,000 – Quarry Moor - to allow for the replacement of the playground and fencing;</li> <li>£105,000 – Events (£80,000 plus £25,000 surplus) – To allow RCC to create a large celebratory event for the Platinum Jubilee;</li> </ol> </li> </ol> <p>A discussion took place regarding the Ripon bus service. That the latest information from NYCC is they are to go out to tender for local services in August 2021. RCC to request update from NYCC to have the bus service operational by Autumn 2021.</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 unanimous show of hands.</p>	Month/account	Payments	Receipts	January 2021 UTB	6555.00	7868.31	January 2021 HSBC	4122.40	nil	February 2021 UTB	43900.50	13000.00	February 2021 HSBC	6304.78	4532.64	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Horton</b>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>
Month/account	Payments	Receipts																		
January 2021 UTB	6555.00	7868.31																		
January 2021 HSBC	4122.40	nil																		
February 2021 UTB	43900.50	13000.00																		
February 2021 HSBC	6304.78	4532.64																		
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Horton</b>																			
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>																			

	<p><b>6. To note the position on the creation of new investment accounts;</b> That the Clerk continue to search for suitable accounts.</p> <p><b>7. To note that the Mayor has signed the bank reconciliation statements for the months of August 2020 to February 2021;</b></p> <p><b>8. To receive and approve the invoice from Rialtas Business Solutions in the sum of £506 in respect of the accounting software.</b></p>				
48/21	<p><b>To consider Ripon City Council representation on the following bodies and to agree to nominate a representative:</b> <b>Ripon Bid – 1 representative.</b> That Cllr Williams be the nominated representative for Ripon BID.</p> <table border="1"> <tr> <td><b>Proposed – Cllr McHardy</b></td> <td><b>Seconded – Cllr Hawke</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Hawke</b>		
<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Hawke</b>				
49/21	<p><b>To review and consider the adoption of the following policies:</b></p> <p><b>1. Media Policy;</b> That the Leader, Clerk, Mayor and Committee Chairman be named in the Policy.</p> <table border="1"> <tr> <td><b>Proposed – Cllr McHardy</b></td> <td><b>Seconded – Cllr Hardisty</b></td> </tr> </table> <p>RESOLVED by a show of hands with two abstentions.</p> <p><b>2. Crisis Communication Policy – Events</b> That this policy is adopted.</p> <p><b>3. Terms of reference – Events committee 2021-22.</b> That items 2 and 3 be received and approved. That the Council formally thank the Clerk for her hard work in obtaining the Events Safety Management degree which will be of great benefit to the Council and the City.</p> <table border="1"> <tr> <td><b>Proposed – Cllr Hawke</b></td> <td><b>Seconded – Cllr Horton</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Hardisty</b>	<b>Proposed – Cllr Hawke</b>	<b>Seconded – Cllr Horton</b>
<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Hardisty</b>				
<b>Proposed – Cllr Hawke</b>	<b>Seconded – Cllr Horton</b>				
50/21	<p><b>To agree the VAS locations, as approved by NYCC.</b> That Lead Lane, Boroughbridge Road, Dallamires Lane and Studley Road outbound and inbound traffic be included in the VAS locations identified.</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 unanimous show of hands.</p>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr McHardy</b>		
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr McHardy</b>				
51/21	<p><b>To approve the draft meetings schedule for the 2021-22 civic year.</b> That this be received and approved.</p> <table border="1"> <tr> <td><b>Proposed – Cllr Chambers</b></td> <td><b>Seconded – Cllr Hawke</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	<b>Proposed – Cllr Chambers</b>	<b>Seconded – Cllr Hawke</b>		
<b>Proposed – Cllr Chambers</b>	<b>Seconded – Cllr Hawke</b>				
52/21	<p><b>To receive the YLCA email dated 2<sup>nd</sup> March 2021 – Ministry of Housing, Communities and Local Government Consultation proposals for locally led reorganisation of Local Government in North Yorkshire.</b> That this item be deferred to the next meeting of Full Council on 12 April 2021.</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 unanimous show of hands.</p>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>		
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>				
53/21	<p><b>To receive the following reports:</b> <b>Reports from Harrogate Borough Councillors if appropriate – for information only;</b> Cllr Martin advised that the site at the top of West Lane has been taken over by Homes England. <b>Reports from North Yorkshire County Councillors if appropriate – for information only;</b> None. <b>Reports from members and/or the Clerk on external organisations.</b> None.</p>				
54/21	<p><b>Mayoral Announcements – for information.</b> None.</p>				
55/21	<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</b></p>				

	<p><b>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"> <tr> <td><b>Proposed – Cllr Horton</b></td> <td><b>Seconded – Cllr Hawke</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	<b>Proposed – Cllr Horton</b>	<b>Seconded – Cllr Hawke</b>		
<b>Proposed – Cllr Horton</b>	<b>Seconded – Cllr Hawke</b>				
<b>56/21</b>	<p><b>Matters relating to HBC</b></p> <p><b>1. Town Hall Lease and Market Place South</b>  <b>To receive an update on the position of lease negotiations with HBC if appropriate and to agree appropriate action;</b>  None at present. Defer to the next meeting of Full Council on 12 April 2021.</p> <p><b>2. Town Hall exterior.</b>  That RCC contact HBC Estates and urgently bring to their attention the Town Hall exterior. That the Grade 1 listed building needs broken windows repairing and the exterior repainting.</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 unanimous show of hands.</p> <p><b>3. Ripon Spa Baths</b>  <b>To note the position on the Spa Baths and to receive and email dated 15<sup>th</sup> February 2021 and agree appropriate action.</b>  That the Civic Society have noted the City Plan highlights the need for medical facilities. RCC to request meeting with the Civic Society and any other interested bodies to discuss the option of keeping the Spa Baths as a community facility and bring back to RCC. That RCC request a meeting with HBC to ensure the building stays as a community facility.</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 unanimous show of hands.</p>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>				
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>				
<b>57/21</b>	<p><b>Commercial Matters</b></p> <p><b>1. Christmas Lights for the 2021 season</b>  <b>To revisit the basis on which tenders are invited and agree appropriate action;</b>  That the Council formally thank the Clerk for her work in negotiating a significant reduction to the costs of 2020 Christmas lights. That new lights be purchased for Fishergate. That Cllr Martin explore the possibility of lighting up the Obelisk. That tenders are invited up to the budgetary limit.</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 unanimous show of hands.</p> <p><b>2. To consider the renewal of the alarm maintenance contracts.</b>  That the authority to proceed with a provider be delegated to the Clerk, Cllr Parkin, Cllr Williams and Cllr Martin.</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 unanimous show of hands.</p>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>	<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>				
<b>Proposed – Cllr Williams</b>	<b>Seconded – Cllr Hawke</b>				
<b>58/21</b>	<p><b>Planning Matters</b></p>				

20/02756/DVCMAJ

Site Of 15 To 22 Low Mill Estate, Ripon, HG4 1NP .

Variation of conditions 3, 6, 7, 9, 14, 15, 17 & 18 and deletion of conditions 4, 5, 8 & 10 to 13 of Planning Permission 18/05055/FULMAJ to allow for altered house types and layout, deletion and variation of matters now superceded by the on-going development and unadopted highway, and consideration of details of the verification of land contamination mitigation, electric vehicle charging points, drainage arrangements and ecological enhancement. *Planning Permission 18/05055/FULMAJ permitted the demolition of 8 no. dwellings; erection of 10 no. dwellings; formation of access road, associated landscaping and hardstanding.*

That RCC oppose the amended application to vary for the development due to complaints received from residents, stating that the developer has not met the original planning consent. This has been demonstrated by the developer bringing forward a revised application to retrospectively grant consent for items unilaterally varied to the original application. Development is now taking place closer to gardens of neighbouring properties than otherwise would have been the case and the different designs mean greater overlooking on properties.

**Proposed – Cllr Williams**

**Seconded – Cllr Horton**

RESOLVED by a show of hands with one abstention from Cllr Hawke.

With business concluded the chairman closed the meeting at 8:20 pm.

Signed

Date:

The Right Worshipful the Mayor