



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

**Date:** 8<sup>th</sup> October 2018  
**Time:** 6:00 pm  
**Location:** The Council Chamber, the Town Hall, Ripon, HG4 1DD

**Present:** Cllr P McHardy – The Right Worshipful The Mayor  
 Cllr J Bate  
 Cllr M Chambers  
 Cllr C Hardisty  
 Cllr P M Horton  
 Cllr C E Powell  
 Cllr A Williams

**In attendance:** Mrs P Benson, the Clerk  
 Mr J Vauvert, Serjeant at Mace  
 One member of the public

Prior to the commencement of the meeting The Very Reverend Dean John Dobson said prayers.

<b>174/18</b>	<p><b>To receive apologies and approve reason for absence.</b></p> <p>Apologies were received and reasons for absence approved from Cllrs Craggs, Davis, Hawke, Martin and Parkin.</p>		
<b>175/18</b>	<p><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></p> <p>Mr J Everett, a representative from Addison Planning Consultants Ltd spoke about the potential residential development at land North of Hutton Bank. It was noted that a public consultation session would be held on the evening of 9<sup>th</sup> October 2018 at Hugh Ripley Hall, Skellbank.</p> <p>Councillors expressed their thanks to Mr Everett for attending.</p>		
<b>176/18</b>	<p><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></p> <p>None.</p>		
<b>177/18</b>	<p><b>To approve the Minutes of the Meeting held on 3<sup>rd</sup> September 2018</b></p> <p>That the minutes be accepted as a true and accurate account of proceedings.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Proposed – Cllr Williams</td> <td style="width: 50%;">Seconded – Cllr Horton</td> </tr> </table> <p>Cllr Williams referred to 155/18 therein requesting that the Clerk contact HBC Parks and Gardens to enquire why one of the existing beds has already been grassed over without notice.</p> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Horton
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<b>178/18</b>	<p><b>To receive an updated report on Ripon City Council Events.</b></p> <p>That the report be received and returned for review.</p> <p>That the hosting of Yorkshire Day was a tremendous success and that the bar for Ripon City</p>		

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.

	<p>Council Events had been raised and that Council events continue to be quality events.</p> <p>That the decision on Events is delegated to the Events Working Group led by Cllr Parkin. That all spend is referred to the Clerk for approval within the Events budget.</p> <table border="1" data-bbox="290 277 1434 315"> <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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179/18	<p><b>To receive correspondence from Wm Morrison Supermarkets PLC dated 20<sup>th</sup> September 2018.</b></p> <p>That the Clerk writes to Wm Morrison Supermarkets PLC again to request why they price petrol differently to every other product they sell. That Wm Morrison is invited to send a representative to a council meeting.</p> <table border="1" data-bbox="290 636 1434 674"> <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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180/18	<p><b>To consider the proposal received in respect of the Community Bus Provision and the awarding of funds under a Partnership Delivery Fund agreement.</b></p> <p>That the Council agree to the principle of the Partnership Delivery Fund agreement subject to the outcome of the forthcoming meeting with NYCC on transport provision within the City.</p> <p>That the outcome and agreed action of that meeting is relayed to Cllrs Horton, Craggs, Chambers, McHardy and Williams. That Cllrs Chambers and Horton are authorised to agree how to proceed with NYCC.</p> <table border="1" data-bbox="290 1106 1434 1144"> <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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181/18	<p><b>Financial Matters:</b></p> <ul style="list-style-type: none"> <li>a) To approve the list of payments and receipts for June, July and August 2018;</li> <li>b) To receive the income and expenditure reports for the months of June, July and August 2018;</li> <li>c) To note that the bank reconciliation statements for the month ending June, July and August 2018 has been signed by the Mayor;</li> <li>d) Yorkshire Day 2018</li> </ul> <p>It was noted that the documents referred to in a) and b) above related to July, August and September. It was agreed that the July and August documents were received and noted; c) noted;</p> <table border="1" data-bbox="290 1671 1434 1709"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Bate</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p>d) The grant from HBC towards the cost of Yorkshire Day was discussed, that the monies paid for the purchase of an oven by Ripon Museums be identified and the cost reimbursed subject to production of an invoice. That Visit Ripon be reimbursed for their costs up to the remaining balance of grant available subject to receipt of an invoice. That the Clerk writes to HBC to express the Council's thanks for the grant award.</p> <table border="1" data-bbox="290 2024 1434 2063"> <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 Bate	Proposed – Cllr Williams	Seconded – Cllr McHardy
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182/18	<p><b>To receive and consider the Annual Return following return from the External Auditor.</b></p> <p>That the Annual Return be received and noted. It was noted that procedural and governance arrangements and processes had been amended in 2018. Revised financial regulations refer.</p> <table border="1" data-bbox="320 277 1465 315"> <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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183/18	<p><b>To consider and approve the following policies:</b></p> <ul style="list-style-type: none"> <li><b>i) Email privacy notice;</b></li> <li><b>ii) Training policy;</b></li> <li><b>iii) Privacy Notice for Staff, Councillors and Roleholders.</b></li> </ul> <p>That the policies be adopted. The Clerk was asked to clarify that Councillors would be able to view details of who had sent in a piece of correspondence so as to be able to judge whether to declare an interest in a particular matter and confirmed that that would be the case.</p> <table border="1" data-bbox="320 696 1465 734"> <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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184/18	<p><b>Planning matters</b></p> <p><b>Applications received:</b></p> <table border="1" data-bbox="320 976 1465 2047"> <tr> <td data-bbox="320 976 576 1368"> <b>6.31.272.L.FUL</b>  <b>18/02384/FUL</b> </td> <td data-bbox="576 976 1465 1368"> <p><b>36 Market Place Ripon HG4 1DH</b>  <b>Proposed change of use to A3/A4 uses (restaurant/café/drinking establishment) &amp; alterations to ground floor frontage.</b></p> <p>That the Council object to the proposed change to the shop front as it is not in keeping with the surrounding buildings/conservation area in which the building is located. That the Council supports the proposed change of use.</p> <table border="1" data-bbox="592 1301 1449 1339"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> </td> </tr> <tr> <td data-bbox="320 1368 576 1659"> <b>6.31.760.L.CO</b>  <b>18/03248/COU</b> </td> <td data-bbox="576 1368 1465 1659"> <p><b>Skell House 8 High Skellgate Ripon HG4 1BA</b>  <b>Change of use from C3 Residential/A1 Tea Shop to D1 Educational/A1 Tea Shop.</b></p> <p>That the Council does not object to this application.</p> <table border="1" data-bbox="592 1585 1449 1624"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> </td> </tr> <tr> <td data-bbox="320 1659 576 2047"> <b>6.31.715.M.FUL</b> </td> <td data-bbox="576 1659 1465 2047"> <p><b>The Terrace 2-4 Skellbank Ripon HG4 2PT</b>  <b>Conversion of restaurant and 1 no. dwelling to 4 no. dwellinghouses.</b></p> <p>That the Council support this application and at the same time ask HBC what action they can take in respect of the adjacent derelict old garage site where planning permission was granted some years ago. The appearance of the site and its effect on the street scene is dire.</p> <table border="1" data-bbox="592 1944 1449 1982"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> </td> </tr> </table>	<b>6.31.272.L.FUL</b> <b>18/02384/FUL</b>	<p><b>36 Market Place Ripon HG4 1DH</b>  <b>Proposed change of use to A3/A4 uses (restaurant/café/drinking establishment) &amp; alterations to ground floor frontage.</b></p> <p>That the Council object to the proposed change to the shop front as it is not in keeping with the surrounding buildings/conservation area in which the building is located. That the Council supports the proposed change of use.</p> <table border="1" data-bbox="592 1301 1449 1339"> <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	<b>6.31.760.L.CO</b> <b>18/03248/COU</b>	<p><b>Skell House 8 High Skellgate Ripon HG4 1BA</b>  <b>Change of use from C3 Residential/A1 Tea Shop to D1 Educational/A1 Tea Shop.</b></p> <p>That the Council does not object to this application.</p> <table border="1" data-bbox="592 1585 1449 1624"> <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	<b>6.31.715.M.FUL</b>	<p><b>The Terrace 2-4 Skellbank Ripon HG4 2PT</b>  <b>Conversion of restaurant and 1 no. dwelling to 4 no. dwellinghouses.</b></p> <p>That the Council support this application and at the same time ask HBC what action they can take in respect of the adjacent derelict old garage site where planning permission was granted some years ago. The appearance of the site and its effect on the street scene is dire.</p> <table border="1" data-bbox="592 1944 1449 1982"> <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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185/18	<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 the above resolution be passed.</p> <table border="1" data-bbox="292 387 1439 427"> <tr> <td data-bbox="292 387 863 427">Proposed – Cllr Williams</td> <td data-bbox="863 387 1439 427">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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186/18	<p><b>To receive an update from the Charity Commissioner on the matter of Ripon Community Link.</b></p> <p>The Clerk advised that the release of the document under this item included reference to Section 54-59 of the Charities Act 2011 which specifies that the disclosure has been made to Ripon City Council as a public authority. The disclosure is made solely for the purposes of enabling or assisting RCC in the discharge of its function and is provided on condition that the information will only be used by the addressee. All papers distributed were returned to the Clerk at the end of the item.</p> <p>That the update be received with thanks and noted and that Ripon City Council write to the Charity Commissioner expressing its thanks for the updated position.</p> <p>That Ripon City Council issue a statement to confirm that it considers Ripon Community Link an important and integral part of the City of Ripon. That Ripon City Council looks forward to re-establishing close working relationships with the charity and arranges discussions with them at an early date. That the Council explores potential funding through the Strategic Investment Fund in the coming months.</p> <table border="1" data-bbox="292 1084 1439 1124"> <tr> <td data-bbox="292 1084 863 1124">Proposed – Cllr Williams</td> <td data-bbox="863 1084 1439 1124">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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187/18	<p><b>To receive a report from Harrogate Borough Councillors if appropriate – for information only.</b></p> <p>Cllr Chambers advised that HBC were launching a public consultation into the alcohol restricted zones within the city.</p> <p>Cllr Williams asked Cllr Chambers to look into the fruit trees on Bondgate near the post office as the fallen fruit was very dangerous and people were slipping on it. Cllr Williams referred to the 16 week period that had been introduced for booking events on HBC land and that it was causing problems for RCC and other organisations within Ripon. RCC have not received formal notice of the new regime.</p> <p>Cllr Chambers agreed to arrange a meeting with a senior officer at HBC for him and the Clerk to discuss the new procedure.</p> <p>Cllr Powell left the meeting at 8:12pm.</p>		
188/18	<p><b>To receive a report from North Yorkshire County Councillors if appropriate – for information only.</b></p> <p>Cllr Chambers advised that he had referred the grit bin question to NYCC. NYCC are unable to provide additional grit bins and any additional bins would incur a cost to RCC, both for the purchase of the bin and the refilling thereof;</p> <p>The Police and Crime Commissioner are due to take over the control of the Fire and Rescue service;</p> <p>NYCC's Children and Young People's services has recently received an outstanding rating</p>		

	<p>although had a £2.3m overspend in the last financial year.</p> <p>NYCC have recently returned a robust response to the green paper of Adult Care.</p> <p>Cllr Williams asked Cllr Chambers to look into the adverse camber on Bondgate. Cllr Chambers advised that it had been reported recently, that it does not currently meet intervention criteria but is being monitored. Cllr McHardy referred to Claro Road and Mawson Lane.</p>
<b>199/18</b>	<p><b>Mayoral Announcements – for information.</b></p> <p>Cllr McHardy requested RCC approval for Cllr Parkin to represent RCC alone at the Concert of Remembrance in the Cathedral on 8<sup>th</sup> November as Cllr McHardy is unable to attend. Council unanimously agreed to Cllr Parkin attending without the Mayor wearing the Consort's Chain.</p> <p>The Mayor allowed Cllr Williams to address the matter of the Small Claims Court Summons that had been received by RCC in recent days. It was noted that the opinion is that there is no case to answer as a contract was not formed. Cllr Williams to assist the Clerk in defending the case.</p> <p>The Clerk advised that the Remembrance Sunday budget was insufficient to allow for a PA system to reach the crowd expected in the Spa Gardens. It was agreed that the Clerk would arrange whatever is appropriate, returning the matter to Council for approval of spend at the November meeting.</p>

With business concluded the meeting was closed at 8:42pm.

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