



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

**Date:** 9<sup>th</sup> April 2018  
**Time:** 7pm  
**Location:** The Council Chamber, the Town Hall, Ripon, HG4 1DD

**Present:** Cllr P McHardy – The Right Worshipful The Mayor  
Cllr L Barnes  
Cllr M Chambers  
Cllr A Gaskin  
Cllr S Hawke  
Cllr S Martin  
Cllr P Pearson  
Cllr C Powell  
Cllr M Stanley  
Cllr R Willis  
Cllr A Williams

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

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Prior to the commencement of the meeting Canon Ailsa Newby said a prayer for Honorary Freeman of the City of Ripon and Former Mayor Mr Robert 'Bob' Britton who has recently passed away. A minute's silence was held in memory and respect.

Following which and prior to the commencement of the meeting Canon Ailsa Newby said prayers.

50-18	<b>To receive apologies and approve reason for absence.</b> Apologies were received and accepted from Cllrs Bate, Horton, Jones and Morgan.		
51-18	<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 raised.		
52-18	<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> None declared.		
53-18	<b>To approve the Minutes of the Meetings held on 12<sup>th</sup> March 2018 and 19<sup>th</sup> March 2018.</b> That the minutes be accepted as a true and accurate account of proceedings. <table border="1" data-bbox="319 1657 1468 1702"><tr><td>Proposed – Cllr Williams</td><td>Seconded – Cllr Willis</td></tr></table> RESOLVED by a show of hands with three abstentions.	Proposed – Cllr Williams	Seconded – Cllr Willis
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54-18	<p><b>To receive the Minutes of the Meetings from the following Committees:</b></p> <p><b>Planning Committee</b>  <b>29<sup>th</sup> January 2018</b>  That the minutes be accepted as a true and accurate account of proceedings.</p> <table border="1" data-bbox="292 271 1434 309"> <tr> <td>Proposed – Cllr Barnes</td> <td>Seconded – Cllr Willis</td> </tr> </table> <p>RESOLVED by a show of hands with two abstentions.</p> <p><b>26<sup>th</sup> February 2018.</b>  That the minutes be accepted as a true and accurate account of proceedings.</p> <table border="1" data-bbox="292 488 1434 526"> <tr> <td>Proposed – Cllr Willis</td> <td>Seconded – Cllr Powell</td> </tr> </table> <p>RESOLVED by a show of hands with three abstentions.</p> <p><b>Finance and General Purposes Committee</b>  <b>9<sup>th</sup> October 2017</b>  That the minutes be accepted as a true and accurate account of proceedings.</p> <table border="1" data-bbox="292 734 1434 772"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a show of hands with four abstentions.</p> <p><b>6<sup>th</sup> November 2017</b>  That the minutes be accepted as a true and accurate account of proceedings.</p> <table border="1" data-bbox="292 952 1434 990"> <tr> <td>Proposed – Cllr Chambers</td> <td>Seconded – Cllr Williams</td> </tr> </table> <p>RESOLVED by a show of hands with four abstentions.</p> <p><b>20<sup>th</sup> November 2018, 4<sup>th</sup> December 2017, 15<sup>th</sup> January 2018, and 12 February 2018.</b>  <b>Hugh Ripley Hall Committee – 29<sup>th</sup> January 2018.</b></p> <p>That all the remaining minutes be approved en bloc and that the minutes be accepted as a true and accurate account of proceedings.</p> <table border="1" data-bbox="292 1265 1434 1303"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Pearson</td> </tr> </table> <p>RESOLVED by a show of hands with four abstentions.</p>	Proposed – Cllr Barnes	Seconded – Cllr Willis	Proposed – Cllr Willis	Seconded – Cllr Powell	Proposed – Cllr Williams	Seconded – Cllr Chambers	Proposed – Cllr Chambers	Seconded – Cllr Williams	Proposed – Cllr Williams	Seconded – Cllr Pearson
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55-18	<p><b>To consider and approve the participation of the Chair of the RCC Markets Working Group as the RCC representative on the HBC Markets Working Group, it is noted that this is approved retroactively.</b></p> <p>That the participation of Cllr McHardy be approved.</p> <table border="1" data-bbox="292 1554 1434 1592"> <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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56-18	<p><b>To receive the following correspondence:</b></p> <p><b>1. NYCC email dated 15<sup>th</sup> March 2018 - Parish survey on Vehicle Activated Speed signs or Speed Indicator Devices;</b></p> <p>That the Clerk investigates where the existing VAS signs have been placed and what effect they have had within the City.</p> <table border="1" data-bbox="292 1839 1434 1877"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Martin</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p><b>2. Email from a member of the public regarding the Cemetery dated 15<sup>th</sup> March 2018;</b></p> <p>That the Council request a site meeting with HBC Officers at the Cemetery with a view to establishing what maintenance works are planned and on what timescale as some common parts of the cemetery are looking very overgrown.</p>	Proposed – Cllr Williams	Seconded – Cllr Martin								
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<b>57-18</b>	<p><b>To receive a verbal update on Yorkshire Day 2018.</b></p> <p>The Clerk gave an update on the plans for the Civic event side of Yorkshire Day. Cllrs McHardy, Martin and Willis, together with the Clerk, have been involved in regular meetings with various groups in Ripon to draw plans for the Yorkshire Day week together.</p>								
<b>58-18</b>	<p><b>Section 106 / CIL funding.</b></p> <p>Cllr Willis suggested that regular reporting on the funds available within the Ripon Parish should be made to meetings of Full Council. Cllr Stanley advised that CIL will soon replace S. 106 funding which will be an improvement for the City.</p>								
<b>59-18</b>	<p><b>To consider and approve the appointment of a Traffic Management Contractor.</b></p> <p>That the quotation from Community TM be accepted. It was noted that the start times of road closures were for guidance only and that Cllr Martin, together with the Clerk, would work with both NYCC and the contractor to ensure that the road closures were appropriate and in place for the shortest time possible to keep disruption to a minimum.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Pearson</td> </tr> </table> <p>RESOLVED by a show of hands with one abstention. Cllr Martin requested that his abstention be recorded as he has worked with the Clerk on the road closures and obtaining quotations.</p>	Proposed – Cllr Williams	Seconded – Cllr Pearson						
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<b>60-18</b>	<p><b>To consider making Ripon City Council a single use plastic free environment.</b></p> <p>That Ripon City Council commits to becoming a single use plastic free environment within twelve months.</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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61-18	<p><b>To adopt the following policies:</b></p> <ol style="list-style-type: none"> <li>1. <b>Data Protection and Document Retention;</b></li> <li>2. <b>Model Publication Scheme;</b></li> <li>3. <b>Flag Flying Policy.</b></li> </ol> <p><b>To adopt the following policy and approve the cost of DBS checks and relevant training for key staff.</b></p> <ol style="list-style-type: none"> <li>4. <b>Vulnerable Persons Policy.</b></li> </ol> <p>That all items under this 61-18 be adopted and the spend required by 61-18 4. be approved.</p> <table border="1" data-bbox="292 524 1436 562"> <tr> <td>Proposed – Cllr Stanley</td> <td>Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Stanley	Seconded – Cllr McHardy
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62-18	<p><b>To consider Standing Orders and Committee Terms of Reference and agree appropriate action.</b></p> <p>That this item be deferred.</p> <table border="1" data-bbox="292 815 1436 853"> <tr> <td>Proposed – Cllr Pearson</td> <td>Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Pearson	Seconded – Cllr McHardy
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63-18	<p><b>To receive an update on GDPR.</b></p> <p>The Clerk provided an update, policies have been adopted and the NALC toolkit received. Advice has been received to the effect that undertaking a data audit prior to GDPR coming into effect is sufficient at this time. HBC's outsourced DPO service has not yet been explored by the Clerk.</p> <p>Cllr Williams left the meeting at 7:54pm.</p>		
64-18	<p><b>To note the date of the Annual Parish Meeting – 14<sup>th</sup> May 2018 at 6:30pm.</b></p> <p>Noted.</p>		
65-18	<p><b>To receive a report from Harrogate Borough Councillors if appropriate – for information only.</b></p> <p>Cllr Hawke – nothing to report.</p> <p>Cllr Chambers – nothing to report. Cllr Chambers advised that he would like to request that the Mayor invites HBC Cllrs Cooper and Lumley, who are present, to speak on the matter of the Swimming Pool.</p> <p>Cllr McHardy advised that that was not appropriate as the Swimming Pool was not on the agenda.</p> <p>Cllr Chambers expressed his disappointment, requesting that it be minuted.</p> <p>Cllr Martin also expressed his disappointment and requested that it be minuted together with the Clerk's advice to the Mayor that the wording of the agenda item would allow for Cllrs Cooper and Lumley to speak on this matter as they are HBC Councillors.</p> <p>The Mayor advised again that it would not be appropriate as the matter was not on the agenda and that there was a lot of public interest in the swimming pool in Ripon.</p>		

66-18	<p><b>To receive a report from North Yorkshire County Councillors if appropriate – for information only.</b></p> <p>None.</p>
67-18	<p><b>Mayoral Announcements – for information.</b></p> <p>The Mayor allowed the Clerk to speak to advise that it was like that another meeting of Full Council would be required before the election to approve the annual report and accounts should they be returned from the accountant in time.</p>

With business concluded the meeting was closed at 8:00 pm.

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

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