



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

**Date:** 9<sup>th</sup> December 2019

**Time:** 6.00pm

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

**Present** Cllr E Parkin - The Right Worshipful the Mayor  
Cllr M Chambers  
Cllr S Craggs  
Cllr C Davis  
Cllr C Hardisty  
Cllr P M Horton  
Cllr S Martin  
Cllr P McHardy  
Cllr C Powell

**In Attendance** Paula Benson, the Clerk and the Sergeant at Mace.

**Prior to the commencement of the meeting Prayers were be said by Canon Michael Gisbourne**

248/19	<b>To receive apologies and approve reasons for absence.</b> Apologies were received and accepted from Cllrs Bate, Hawke and Williams.						
249/19	<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.						
250/19	<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.						
251/19	<b>To consider and approve the Minutes of the Meeting held on 11<sup>th</sup> November 2019.</b> That these be approved as a true and accurate record. <table border="1"><tr><td><b>Proposed – Cllr Chambers</b></td><td><b>Seconded – Cllr McHardy</b></td></tr></table> RESOLVED by a show of hands with one abstention.	<b>Proposed – Cllr Chambers</b>	<b>Seconded – Cllr McHardy</b>				
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252/19	<b>To receive correspondence:</b> <b>1. Ripon City Photographic Society email date 14<sup>th</sup> November 2019;</b> That the Clerk decides which photos are included in the commemorative album. <table border="1"><tr><td><b>Proposed – Cllr McHardy</b></td><td><b>Seconded – Cllr Craggs</b></td></tr></table> RESOLVED by a unanimous show of hands. <b>2. NALC PC13-19 Strengthening Police Powers to Tackle Unauthorised Encampments;</b> That this be received and noted. <table border="1"><tr><td><b>Proposed – Cllr McHardy</b></td><td><b>Seconded – Cllr Craggs</b></td></tr></table> RESOLVED by a unanimous show of hands. <b>3. NALC LTN 22 – Disciplinary and Grievance Arrangements;</b> That the model documents are considered adopted with immediate effect and that the Clerk amends them to represent RCC adopted policies, notifying the Staffing Committee at the next available meeting thereof. <table border="1"><tr><td><b>Proposed – Cllr McHardy</b></td><td><b>Seconded – Cllr Martin</b></td></tr></table> RESOLVED by a unanimous show of hands.	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Craggs</b>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Craggs</b>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Martin</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.

253/19	<p><b>To consider the Ripon City Plan.</b> That the Clerk seeks advice from NALC on how the application of the plan can be enforced.</p> <table border="1" data-bbox="256 165 1305 203"> <tr> <td><b>Proposed – Cllr McHardy</b></td> <td><b>Seconded – Cllr Horton</b></td> </tr> </table> <p>RESOLVED by a show of hands with 3 abstentions.</p>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Horton</b>														
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254/19	<p><b>To receive an update on Christmas Lights and Christmas Trees on the Market Place.</b> Cllr Parkin provided an update on the Christmas Lights, it was not possible to install the ceiling of light in Kirkgate due to the age/nature of the bricks, a similar problem occurred in Kirkgate. The Council would like to record the donations towards the lights from the Community Scrap Project and Ripon Festivals. It was agreed to include this in future publicity.</p> <table border="1" data-bbox="256 421 1305 459"> <tr> <td><b>Proposed – Cllr Martin</b></td> <td><b>Seconded – Cllr McHardy</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p>It was noted that a licence had been granted for the Christmas Trees on the Market Place but that they need to be removed by 30<sup>th</sup> December 2019 due to the New Year's Eve event.</p>	<b>Proposed – Cllr Martin</b>	<b>Seconded – Cllr McHardy</b>														
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255/19	<p><b>To receive a verbal update on the Cycle Racks on the Market Place</b> The Clerk advised that the Cycle Racks were due to be installed before Christmas 2019.</p>																
256/19	<p><b>1. To approve the list of payments and receipts for October 2019;</b></p> <table border="1" data-bbox="355 703 1315 815"> <thead> <tr> <th>Month</th> <th>Account</th> <th>Total Payments</th> <th>Total Receipts</th> </tr> </thead> <tbody> <tr> <td>October Month 7</td> <td>HSBC</td> <td>5594.46</td> <td>2,500</td> </tr> <tr> <td></td> <td>Unity Trust Bank</td> <td>63762.10</td> <td>14,851</td> </tr> </tbody> </table> <p><b>2. To receive the income and expenditure report dated 30<sup>th</sup> November 2019.</b> That the above items 1. and 2. be received and approved.</p> <table border="1" data-bbox="256 887 1305 925"> <tr> <td><b>Proposed – Cllr McHardy</b></td> <td><b>Seconded – Cllr Horton</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p><b>3. To note that the bank reconciliation statements for the month ending October 2019 has been signed by the Mayor.</b> That this be noted.</p> <table border="1" data-bbox="256 1066 1305 1104"> <tr> <td><b>Proposed – Cllr Chambers</b></td> <td><b>Seconded – Cllr Hardisty</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Month	Account	Total Payments	Total Receipts	October Month 7	HSBC	5594.46	2,500		Unity Trust Bank	63762.10	14,851	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Horton</b>	<b>Proposed – Cllr Chambers</b>	<b>Seconded – Cllr Hardisty</b>
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257/19	<p><b>To receive the Internal Audit Report dated November 2019.</b> That this be received and noted.</p> <table border="1" data-bbox="256 1211 1305 1249"> <tr> <td><b>Proposed – Cllr McHardy</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 Horton</b>														
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258/19	<p><b>To approve payment of the Clerk's professional membership fee to the Society of Local Council Clerks for 2020.</b> That this be approved.</p> <table border="1" data-bbox="256 1391 1305 1429"> <tr> <td><b>Proposed – Cllr McHardy</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 Horton</b>														
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259/19	<p><b>To consider requests for assistance from two Ripon based organisations.</b> That the requested assistance is provided to Ripon Festivals and that the Council supports the Pancake Race by submitting the road closure application and meeting the cost of the traffic management company for the event (note that this estimated at £200). That the Clerk seeks clarification the type of assistance required by the St Wilfrid's Parade is clarified.</p> <table border="1" data-bbox="256 1641 1305 1680"> <tr> <td><b>Proposed – Cllr McHardy</b></td> <td><b>Seconded – Cllr Martin</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Martin</b>														
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260/19	<p><b>To consider Planning Matters as detailed in the attached appendix.</b></p>																
261/19	<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"> <tr> <td><b>Proposed – Cllr McHardy</b></td> <td><b>Seconded – Cllr Davis</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Davis</b>				
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<b>262/19</b>	<p><b>To consider Events generally and agree appropriate action and to consider the following items:</b> The potential overspend was discussed. The nature of the last minute events and increase in costs associated with that was noted. That any overspend in 2019/20 be deducted from the 2020/21 events budget.</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 unanimous show of hands.</p> <p><b>1. Christmas Lights Switch on Event;</b> That the invoice in respect of the reindeer be settled. That proper procedures on events must be followed with decisions emanating from meetings of the Events Committee.</p> <table border="1"> <tr> <td><b>Proposed – Cllr McHardy</b></td> <td><b>Seconded – Cllr Davis</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p><b>VE Day 2020.</b></p> <p><b>2. That the Clerk reserves the whole of the Market Square, Spa Gardens and Spa Park.</b></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 one abstention.</p>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Hardisty</b>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Davis</b>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Hardisty</b>
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<b>263/19</b>	<p><b>To receive and consider a report on the Cabmen’s Shelter and to consider and approve the proposed repair costs.</b></p> <p>That the proposed repair costs be noted and approved. That listed building consent is formally required was noted. Cllr McHardy requested that the Clerk check that the works would be guaranteed.</p> <table border="1"> <tr> <td><b>Proposed – Cllr McHardy</b></td> <td><b>Seconded – Cllr Chambers</b></td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	<b>Proposed – Cllr McHardy</b>	<b>Seconded – Cllr Chambers</b>				
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<b>264/19</b>	<p><b>To receive a report from Harrogate Borough Councillors if appropriate – for information only.</b></p> <p>Cllr McHardy advised that she had declined the position of Mayor of the Borough Council.</p>						
<b>265/19</b>	<p><b>To receive a report from North Yorkshire County Councillors if appropriate – for information only.</b></p> <p>None.</p>						
<b>266/19</b>	<p><b>Mayoral Announcements – for information.</b></p> <p>None.</p>						

With business concluded the meeting was closed at 8.38pm.

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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260/19	<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><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>	
	19/03643/LB	<p><b>Elite Dental Studio, 22 High Skellgate, Ripon, HG4 1BD</b></p> <p><b>Listed Building Consent for the retention of painting to external elevation.</b></p> <p><b>No Comment.</b></p>
	19/04642/LBX	<p><b>Ripon Cathedral, Minster Road, Ripon HG4 1QT</b></p> <p><b>Listed building ecclesiastical exemption consultation to carry out cleaning, repair and re-finishing to the choirstalls and misericords.</b></p> <p><b>No Comment.</b></p>
	19/04661/FUL	<p><b>Land to the rear of Matrix Nightclub, 40a Kirkgate, Ripon, HG4 1PB</b></p> <p><b>Demolition of buildings to the rear and erection of a block 5no two and three storey townhouses and conversion of outbuilding to create 2no. two storey houses; creation of a new pedestrian access; hand and soft landscaping.</b></p> <p><b>No Objection.</b></p>
	19/04849/LB	<p><b>Site of 68 to 69 North Street, Ripon</b></p> <p><b>Listed building consent for removal of buttress and tying in of new structural walls adjoining no. 67 North Street in relation to the erection of adjacent dwellings.</b></p> <p><b>No Objection.</b></p>
	19/04570/LB	<p><b>Ripon and District Hospital, Firby Lane, Ripon, HG4 2PR</b></p> <p><b>Listed building consent for the replacement of two UPVC windows with a part glazed fire escape door and windows and associated landscaping works.</b></p> <p><b>No Comment.</b></p>