



## OFFICIAL NOTICE OF A MEETING OF THE COUNCIL OF THE CITY OF RIPON

**Date:** 9<sup>th</sup> March 2020

**Time:** 6.00pm

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

<b>Present</b>	Cllr E Parkin - The Right Worshipful the Mayor Cllr M Chambers 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
<b>In Attendance</b>	Paula Benson, the Clerk and the Sergeant at Mace and one member of the public.

**Prior to the commencement of the meeting Prayers were said by Dean John Dobson**

<b>36/20</b>	<b>To receive apologies and approve reasons for absence.</b> Apologies were received from Cllrs Bate and Martin, reasons for absence were not approved.				
<b>37/20</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>38/20</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 Chambers declared a non-prejudicial interest in item 41/20 1. As a member of a group who have been working on this matter; Cllr Parkin declared a non-prejudicial interest in item 41/20 1. As a member of a group who have been working on this matter; Cllr Hardisty declared an interest in items 41/10 4 i and ii.				
<b>39/20</b>	<b>To consider and approve the Minutes of the Meeting held on 10<sup>th</sup> February 2020.</b> That these be approved as a true and accurate record of proceedings. <table border="1" data-bbox="220 1480 1402 1554"><tr><td>Proposed – Cllr Williams</td><td>Seconded – Cllr Chambers</td></tr><tr><td colspan="2">RESOLVED by a show of hands with two abstentions.</td></tr></table>	Proposed – Cllr Williams	Seconded – Cllr Chambers	RESOLVED by a show of hands with two abstentions.	
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<b>40/20</b>	<b>To consider the Saturday Market on the Market Place and agree appropriate action.</b> That clarification is sought from HBC on the presence of the barbers van as it is not a traditional 'market trader' and Ripon has a number of established competitors. It was noted that the barber's van had been seen trading from the highway. Clerk to contact HBC Markets and Licensing for clarification. <table border="1" data-bbox="220 1697 1402 1771"><tr><td>Proposed – Cllr Williams</td><td>Seconded – Cllr Chambers</td></tr><tr><td colspan="2">RESOLVED by a unanimous show of hands.</td></tr></table>	Proposed – Cllr Williams	Seconded – Cllr Chambers	RESOLVED by a unanimous show of hands.	
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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.

41/20

**Standing Agenda Items**

To receive updates on the following items if relevant and agree appropriate action:

**1. Ripon Barracks Development;**

The Mayor agreed that this item could be heard after 51/20.

**2. Christmas Lights;**

Cllr Parkin advised that two churches had expressed an interest in funding lighting displays. It was noted that NYCC had not yet undertaken the audit of RCC infrastructure/timers etc. Clerk to chase.

**3. Antisocial Behaviour and Police engagement;**

The Clerk advised that the new police serjeant for Ripon had been in touch with a view to arranging to meet.

**4. Events including:**

**i.Tractorfest;**

That Andy Langford, CTM be engaged as Event Manager and to draft the Event Management Plan/liaise with the organisers on risk mitigation methods with the Clerk booking the event space through the HBC system.

Proposed – Cllr Williams	Seconded – Cllr Chambers
RESOLVED by a show of hands with two abstentions.	

**ii.St Wilfrids Procession;**

Cllr Williams advised that he had attended the St Wilfrid’s procession committee meeting with Cllr McHardy and the Clerk.

That the St Wilfrid’s Procession Committee retain responsibility for organising the procession. That RCC meet the cost of Andy Langford, CTM being engaged as Event Manager and to draft the Event Management Plan/liaise with the organisers. That RCC organise an enhanced event on the Market Square during the day and into the evening, concluding at 11pm.

Proposed – Cllr Williams	Seconded – Cllr Chambers
RESOLVED by a show of hands with two abstentions.	

**iii.Events around VE Day;**

It was noted that the events would take the following format:

Friday 8<sup>th</sup> May – Event on the market square throughout the day including procession of dignitaries from the cathedral

**5. Lease;**

Nothing to report.

**6. Visit Harrogate;**

Refer to 51/20.

**7. Bus service.**

It was noted that the request to access the available funding had been made through NYCC following the extraordinary meeting of Full Council on 5<sup>th</sup> March 2020.

42/20

**To consider Car Parking in Ripon and agree appropriate action**

Cllr McHardy requested a named vote on this item.

Cllr Horton advised that he and Cllr McHardy were approached by a number of residents/businesses on the lack of car parking in Ripon. A petition was initiated by Cllr McHardy and together with Cllr Horton they

	<p>have met with residents and businesses to discuss the matter and obtain signatures.</p> <p>That the council agree to Cllrs McHardy and Horton representing them at a forthcoming meeting with HBC to present the petition requesting a review of car parking.</p> <table border="1"> <tr> <td>Proposed – Cllr Horton</td> <td>Seconded – Cllr McHardy</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Horton	Seconded – Cllr McHardy	RESOLVED by a unanimous show of hands.					
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<b>43/20</b>	<p><b>To consider the purchase of a Memorial Bench and/or Handkerchief Tree to mark the occasion of the VE Day anniversary and agree appropriate action.</b></p> <p>That the Council agree to procure a Handkerchief Tree and a Memorial Bench subject to finding somewhere to site them. Clerk to contact HBC regarding the siting of the bench in the Spa Gardens, it was noted that the proposed bench does not meet HBC protocol on benches. It was agreed to waive the requirements of Financial Regulations item 10.7 in respect of these procurements.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr McHardy</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr McHardy	RESOLVED by a unanimous show of hands.					
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<b>44/20</b>	<p><b>To consider promotional material for Spring and Summer events and agree appropriate action.</b></p> <p>That a Spring and Summer event guide is procured. Clerk to contact Helen Tabor and arrange printing and distribution as required.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Chambers	RESOLVED by a unanimous show of hands.					
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<b>45/20</b>	<p><b>To consider Planning Matters as detailed in the attached appendix.</b></p> <p>As detailed on appendix.</p>								
<b>46/20</b>	<p><b>To consider the North Yorkshire County Council – Consultation Document Developer Contributions for Education and agree appropriate action.</b></p> <p>Cllr Chambers advised that the consultation is required as this policy had not been updated from the s.106 regime and that the amended scheme was to bring Developer contributions in line with the new Government guidance That the Clerk requests clarification from NYCC in relation to the difference in numbers on primary and secondary schools but that the council has no formal comment to make in relation to this consultation.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Chambers	RESOLVED by a unanimous show of hands.					
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<b>47/20</b>	<p><b>Financial Matters</b></p> <ol style="list-style-type: none"> <li><b>To receive a verbal update on outsourcing the accounting;</b> The Clerk advised that TP Jones &amp; Co LLP had been engaged to assist with the accounting but that figures were not available for this meeting as work had only started this week.</li> <li><b>To agree payment of the following invoices:</b> <ol style="list-style-type: none"> <li><b>Rialtas Business Solutions Ltd invoice dated 18<sup>th</sup> March 2020 - £596.40;</b></li> <li><b>MRP Alarms invoice dated 2<sup>nd</sup> March 2020 - £192.00.</b></li> </ol> <p>That the above items be approved for payment.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> </li> <li><b>To consider a quotation to provide a wired solution for the IT equipment in the Clerk’s Office.</b> That the quotation from TAEC Ltd be approved.</li> </ol> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Chambers	RESOLVED by a unanimous show of hands.		Proposed – Cllr Williams	Seconded – Cllr Chambers	RESOLVED by a unanimous show of hands.	
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<b>48/20</b>	<p><b>To receive correspondence and agree appropriate action:</b></p> <ol style="list-style-type: none"> <li><b>To note the Prohibition of Heavy Commercial Vehicles (Dishforth Road Corridor) Order 2020;</b> That this be received and noted.</li> </ol> <table border="1"> <tr> <td>Proposed – Cllr Horton</td> <td>Seconded – Cllr Chambers</td> </tr> </table>	Proposed – Cllr Horton	Seconded – Cllr Chambers						
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	<p>RESOLVED by a unanimous show of hands.</p> <p><b>2. Letter from a member of the public dated 11<sup>th</sup> January 2020;</b> That the Council contact the Canals and Rivers Trust and ask them to action this matter, not just in relation to this area but to include other areas in the City with similar issues.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Davis</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> <p><b>3. St Wilfrid’s RC Church Ripon Restoration Appeal – Interim report;</b> That this be received and noted.</p> <table border="1"> <tr> <td>Proposed – Cllr McHardy</td> <td>Seconded – Cllr Horton</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Davis	RESOLVED by a unanimous show of hands.		Proposed – Cllr McHardy	Seconded – Cllr Horton	RESOLVED by a unanimous show of hands.	
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<b>49/20</b>	<p><b>To consider the insurance renewal and renewal terms received.</b> That following the review of the risk assessment the Clerk, together with Cllrs Williams and Chambers be authorised to sanction the renewal premium once final costings are obtained.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Davis</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Davis	RESOLVED by a unanimous show of hands.					
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	<b>The Mayor agreed that the following items be brought forward before item 50/20.</b>								
<b>53/20</b>	<p><b>To receive a report from Harrogate Borough Councillors if appropriate – for information only.</b> Cllr McHardy advised that she had raised the question of the markets at HBC. HBC would be imposing a surcharge for those traders who choose not to erect their own stalls of £300 per annum. The RCC Market Working Group was discussed. Cllr Chambers advised that the Harrogate Local Plan had been passed at the most recent meeting of HBC Full Council.</p>								
<b>54/20</b>	<p><b>To receive a report from North Yorkshire County Councillors if appropriate – for information only.</b> None.</p>								
<b>55/20</b>	<p><b>Mayoral Announcements – for information.</b> None.</p>								
<b>50/20</b>	<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>Proposed – Cllr Williams</td> <td>Seconded – Cllr Davis</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Davis	RESOLVED by a unanimous show of hands.					
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<b>51/20</b>	<p><b>To receive a Briefing Note from Visit Harrogate on a contractual matter.</b> That the Council establish who own the Discover Ripon Website There were two proposals on this matter</p> <p><b>PROPOSAL</b> That the council work with Visit Harrogate and form a working group of three members and negotiate terms for return to Council.</p> <table border="1"> <tr> <td>Proposed – Cllr Craggs</td> <td>Seconded – Cllr Chambers</td> </tr> <tr> <td colspan="2">RESOLVED by a show of hands with three in favour and five against.</td> </tr> </table> <p><b>COUNTER PROPOSAL</b> That the previous decision on the webpage procured from Visit Harrogate stands.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hardisty</td> </tr> <tr> <td colspan="2">RESOLVED by a show of hands with five in favour and three against Therefore this Counter Proposal is adopted.</td> </tr> </table>	Proposed – Cllr Craggs	Seconded – Cllr Chambers	RESOLVED by a show of hands with three in favour and five against.		Proposed – Cllr Williams	Seconded – Cllr Hardisty	RESOLVED by a show of hands with five in favour and three against Therefore this Counter Proposal is adopted.	
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52/20	<p><b>To consider a matter of Protocol.</b></p> <p>That the Clerk continues to work with the Council's partners and reports back to a further meeting of RCC but that a formal policy is not necessarily considered essential.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Proposed – Cllr Williams</td> <td style="width: 50%;">Seconded – Cllr Davis</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr Williams	Seconded – Cllr Davis	RESOLVED by a unanimous show of hands.	
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41/20	<p><b><u>Standing Agenda Items</u></b></p> <p><b>To receive updates on the following items if relevant and agree appropriate action:</b></p> <p><b>1. Ripon Barracks Development;</b></p> <p>It was noted that an update on the Independent transport study is awaited and that as the body that commissioned the transport study RCC require to receive it upon completion without condition. The 'Steering Group' was discussed together with the fact that it does not have formal RCC representation. Clerk to contact the Steering Group to request that RCC is represented formally.</p>				

With business concluded the meeting was closed at 7.50pm.

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

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

THE RIGHT WORSHIPFUL THE MAYOR

45/20	<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>						
	<table border="1" style="width: 100%;"> <tr> <td style="width: 30%;"><b>20/00175/FUL</b></td> <td><b>17 High St Agnesgate, Ripon, HG4 1QR Demolition of 1 no shed, erection of 1 no garden office/workshop with attached tool shed. Felling of 1 Silver Birch within Ripon Conservation Area.</b></td> </tr> </table> <p>That the council do not object to this application subject to consultation with an Aboricultural specialist.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Proposed – Cllr Williams</td> <td style="width: 50%;">Seconded – Cllr Chambers</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	<b>20/00175/FUL</b>	<b>17 High St Agnesgate, Ripon, HG4 1QR Demolition of 1 no shed, erection of 1 no garden office/workshop with attached tool shed. Felling of 1 Silver Birch within Ripon Conservation Area.</b>	Proposed – Cllr Williams	Seconded – Cllr Chambers	RESOLVED by a unanimous show of hands.	
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