



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

**Date:** Monday 11<sup>th</sup> December 2023

**Time:** 6:00pm

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

**Present:**

Cllr S Hawke

The Right Worshipful the Mayor

Cllr E Parkin

Cllr B Brodigan

Cllr J Crozier

Cllr C Hardisty

Cllr P McHardy

Cllr A Williams

Cllr P Horton

Cllr T Duncan

Cllr S Flatley

**In Attendance**

Chief Officer

Senior Administration Officer

Thirty one members of the public.

One press representative.

**Prior to the start of the meeting Cannon Michael Gisbourne said prayers.**

<b>160/23</b>	<b>To receive apologies and approve reasons for absence.</b>  Apologies were received from Cllrs Bate and Martin Long. Reasons for absence were not approved.
<b>161/23</b>	<b>To request any disclosure of an interest in relation to any matter under consideration at this meeting (financial or otherwise) and to consider any written requests for dispensation.</b>  Cllrs Williams and Brodigan declared an interest in anything that may come before them as a member of NYC's area planning committee and NYC generally and in respect of items 167/23 and 170/23 – declared a prejudicial interest as members who will vote on the Area Planning Committee advising that they would sit and listen to members of the public speak, but leave the room when RCC takes a vote.
<b>162/23</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>  Eleven members of the public spoke in objection to the development at Ripon Cathedral.

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/11/12/23

163/23

**To consider and approve the Minutes of the Meeting held on 13<sup>th</sup> November 2023**

That these be approved as a true and accurate record of proceedings.

**RESOLVED**

164/23

**Financial and Governance Matters:**

- 1. To receive an update on workload from the Chief Officer;**

It was noted that there is currently a six week backlog of work.

- 2. To receive a general update on Partnership Funding;**

It was noted that all Partnership Funding awards for 2023-24 have been awarded in the sums below and agreements finalised with all organisations.

The Chief Officer advised that the Ripon Rotary Club have confirmed that their grant requirements in relation to the grass cutting costs on the bypass are £500 for both 2022-23 and 2023-24 and advised that payment for both the last and current financial year would be made in the week ahead.

<b>Organisation</b>	<b>Total Payment per year</b>
Ripon Library Action Group	£1900
Ripon City Festival Trust	£2000
Ripon Together	£2000
Friends of Hell Wath	£1000
HADCA	£3000
Ripon Community Link	£1950
Ripon Poetry Festival	£2000
Ripon in Bloom	£3500
Ripon YMCA	£3470

- 3. To receive the Income and Expenditure Report for the period ending 30<sup>th</sup> October 2023;**

That this be received and noted.

**RESOLVED**

- 4. To note that the bank reconciliations for the period ending 31<sup>st</sup> October 2023 have been signed in accordance with Financial Regulations;**

That this be noted.

**RESOLVED**

**AW, JC Unanimous.**

- 5. To receive and approve updated policies**

**i. Delivery of Service;**

**ii. Health and Safety;**

That these be received and adopted.

**RESOLVED**

- 6. To agree the schedule of meetings for 2024-2025.**

That this be received and approved.

**RESOLVED**

165/23	<p><b>North Yorkshire Council Matters</b></p> <ol style="list-style-type: none"> <li>1. <b>CIL Payment</b> That this be received, noted and welcomed. <b>RESOLVED.</b></li> <li>2. <b>Area 6 Key Stakeholder Engagement – Ripon Market Place</b> That this be received and that RCC wholly supports the scheme detailed therein. <b>RESOLVED.</b></li> <li>3. <b>Devolution.</b> The Chief Officer gave an update on the double devolution process, a meeting has been held with part of the NYC Officer team, the Chief Officer has subsequently sent an information request to NYC.</li> </ol>
166/23	<p><b>To consider updating the RCC logo/corporate branding.</b> That 'Ripon City Council' be added in a circular shape around the existing logo to identify the Council's work. <b>RESOLVED.</b></p>
167/23	<p><b>To review developments on the planning application 22/04808/FULMAJ - Construction of annex to provide support facilities for Ripon Cathedral, including a refectory, a Song School and toilets, involving the demolition of a toilet block, outbuildings and a stone wall plus the replacement of trees which will be lost and the enhancement of part of Minster Road.   Ripon Cathedral Minster Road Ripon North Yorkshire HG4 1QT.</b></p> <p>Cllrs Williams and Brodigan left the room at 6:42pm.</p> <p>That RCC object to the application. <b>RESOLVED.</b></p>
168/23	<p><b>Standing Items</b></p> <p><b>To receive an update on the following matters and agree appropriate action where relevant. It is noted that this item does not allow for the introduction of significant new items of business unless stated in the agenda item below.</b></p> <ol style="list-style-type: none"> <li>1. <b>Christmas Lights.</b> It was note that the issues have now been resolved with two faulty timers replaced by the contractor at the weekend.</li> <li>2. <b>Highways Matters.</b> None</li> <li>3. <b>Events</b> <ol style="list-style-type: none"> <li>i. <b>To receive an update on the Christmas Lights Switch on and New Year's Eve events;</b> Christmas Lights Switch On was extremely well attended, New Year's Eve planning is almost complete with the Chief Officer expected to sign permissions to use the land in the next two days. The event will comprise a steel band on the square from 9:45pm with fireworks at midnight.</li> <li>ii. <b>To agree the schedule of events for 2024-25;</b> That this be approved. <b>RESOLVED.</b></li> <li>iii. <b>To allocate a budget to the D Day event to allow for forward planning.</b> That a reserve for the event of £35,000 from Events Reserve. <b>RESOLVED.</b></li> </ol> </li> <li>4. <b>Bus service.</b> The Transport Working Group recently met with NYC and an extension of the service to top of Ure bank is proposed from the Spring of 2024, it was noted that</li> </ol>

	<p>one trip on the RS2 route would be removed to allow for the amendment to the route.</p> <p><b>5. Placemarking.</b> The Chief Officer advised that feedback to the grant application had been received in the last day which suggests amendment to the bid submitted and that matched funding is required. This will be returned to a future meeting of RCC and Ripon Bid following a full review.</p> <p><b>6. Quarry Moor;</b> The Mayor agreed that this item would be taken at the end of the meeting due to the commercial nature of part of it.</p> <p><b>7. Ripon Youth Council.</b> Cllr Brodigan gave an update on the work of the YMCA and the development of four Youth Council hubs.</p> <p><b>8. Welcome to Ripon Signs.</b> The Chief Officer advised that there was no progress on this matter but that tender documents have been drafted and that tenders would be invited in accordance with the tender process in the New Year.</p>
169/23	<p><b>To receive correspondence and agree appropriate action.</b></p> <p><b>1. Email dated 29<sup>th</sup> November 2023 – Ripon Men’s Shed – Notice of Interest re Quarry Moor</b> That the representations from Ripon’s Mens’ Shed be received with sympathy for their aspirations but that the Council (and Alderman T F Spence Charity) is unable to agree to their request to build a facility on Charity land. <b>RESOLVED.</b></p> <p><b>2. Email dated 29<sup>th</sup> November 2023 – The Arcade</b> That RCC endorse the approach of Ripon Bid and their attempt to bring the Arcade into use in the evenings which will facilitate a through route from the carparks behind the facility. <b>RESOLVED.</b></p> <p><b>3. Email dated 29<sup>th</sup> November 2023 – Parking</b> That RCC do not support parking on southern half of the market square at the present time and that as it is not the parking authority it is not in a position to deliver free parking within the city. That RCC writes to the NYC Executive Member for transport to raise the lack of standardisation of approach to parking charges in the local area/nearby towns. <b>RESOLVED</b></p>
170/23	<p><b>Planning matters:</b></p> <p><b>1. To consider planning matters as detailed overleaf;</b> The response on individual applications is resolved as detailed overleaf.</p> <p><b>2. To receive the planning appendix.</b> That this be received.</p>
171/23	<p><b>To receive the following reports:</b></p> <p><b>1. Reports from North Yorkshire County Councillors if appropriate – for information only;</b> None. Cllr Brodigan spoke about her recent visit to Evolve college. <b>Reports from members and/or the Chief Officer on external organisations;</b> None</p> <p><b>2. Report from Ripon Together;</b> Written report received.</p> <p><b>3. Report from Ripon Bid.</b></p>

	Written report received, it was noted that the footfall figures are encouraging.
	<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>RESOLVED.</b></b>
<b>168/23 6.</b>	<p><b>Quarry Moor</b></p> <p>It was noted that Natural England had responded in the last few days to advise that the removal of the unsafe playground equipment could proceed. It was noted that quotations had been obtained in the summer of 2023 but that they had not been presented to the committee after the moratorium issued by Natural England on all work at the site.</p> <p>It was further noted that work was ongoing in the background with both Mr Stanley and Barnes Associates providing specialist advice to further both the application for the stewardship scheme and maintenance works required in 2024 and the application for a felling licence from the Forestry Commission.</p> <p>That the tender requirements contained within Financial Regulations are waived and that the works to remove the unsafe playground equipment are instructed by the Chief Officer as a matter of urgency subject to the cost of them being less than £7,000.</p> <p><b>RESOLVED.</b></p>

With business concluded the chairman closed the meeting at 8:05pm.

170/23	<p><b>Planning matters:</b></p> <p><b>Planning applications as listed below to be considered and responses agreed to the consultations being carried out by the Planning Authority.</b></p> <p><i>Details of all planning applications listed below can be viewed online prior to the meeting at:</i></p> <p><a href="https://www.northyorks.gov.uk/planning-and-conservation/view-and-comment-planning-applications/view-and-comment-planning-applications-your-area">https://www.northyorks.gov.uk/planning-and-conservation/view-and-comment-planning-applications/view-and-comment-planning-applications-your-area</a></p>
ZC23/03403/FUL	<p>Conversion of Ripon Spa Baths and Boiler Tower to form two commercial units and offices, including demolition of Swimming Pool building and replacement with single storey extension to Spa Building, and alterations to existing buildings. Erection of new building to accommodate four residential apartments. Alterations to landscaping to link new courtyard to Spa Gardens.</p> <p><b>Ripon Spa Baths Park Street Ripon North Yorkshire HG4 2BD</b>  <a href="https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S0ZE4JHYHFO00">https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S0ZE4JHYHFO00</a></p> <p>That a further extension is requested from NYC to allow time for a proper response on the items raised with the applicant.</p> <p><b>RESOLVED.</b></p>
ZC23/04095/FUL	<p>Replacement of roof to include reclaimed stone to the front elevation and natural slate to the rear elevation. Installation of 14no. solar panels to the rear elevation (Revised Scheme).</p> <p><b>Newtons Solicitors 36 Market Place Ripon North Yorkshire HG4 1DH</b>  <a href="https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S0ZE4JHYHFO00">ZC23/04095/FUL   Replacement of roof to include modern Brazilian slate to the front and rear elevations. Installation of 14no. solar panels to the rear elevation (Revised Scheme).   Newtons Solicitors 36 Market Place Ripon North Yorkshire HG4 1DH (harrogate.gov.uk)</a></p> <p>That RCC object to this application on the grounds of the non traditional material proposed in the Ripon Conservation Area and within sight of the Obelisk which is a Grade I listed structure.</p> <p><b>RESOLVED</b></p>
ZC23/03948/FUL	<p>Part two storey, part single storey side extension  Proposed two storey side extension, rear single storey extension, single storey front extension, hip to gable roof extension with additional flat roof dormers, insertion of front velux windows and render to all.</p> <p><b>18 Bishopton Lane Ripon North Yorkshire HG4 1PA</b>  <a href="https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S0ZE4JHYHFO00">ZC23/03948/FUL   Part two storey, part single storey side extension   18 Bishopton Lane Ripon North Yorkshire HG4 2QN (harrogate.gov.uk)</a></p> <p>That RCC do not object to this objection.</p> <p><b>RESOLVED</b></p>

<b>ZC23/04199/FUL</b>	<p>Change of use from offices to restaurant and hot food take away (Sui Generis). Installation of extractor unit to west elevation.  <b>4 Duck Hill Ripon HG4 1PA United Kingdom</b>  <a href="#">ZC23/04199/FUL   Change of use from offices to restaurant and hot food take away (Sui Generis). Installation of extractor unit to west elevation.   4 Duck Hill Ripon HG4 1PA United Kingdom (harrogate.gov.uk)</a></p> <p>That RCC do not object to this objection.</p> <p><b>RESOLVED</b></p>
<b>ZC23/03975/FUL</b>	<p>Single storey side and rear extension  <b>30 Whitcliffe Lane Ripon North Yorkshire HG4 2JL</b>  <a href="#">ZC23/03975/FUL   Single storey side and rear extension   30 Whitcliffe Lane Ripon North Yorkshire HG4 2JL (harrogate.gov.uk)</a></p> <p>That RCC do not object to this objection.</p> <p><b>RESOLVED</b></p>