



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

Date: Monday 15th April 2024

Time: 6:00pm

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

Present:

Cllr S Hawke

The Right Worshipful the Mayor

Cllr A Williams

Cllr E Parkin

Cllr B Brodigan

Cllr C Hardisty

Cllr P McHardy

Cllr P Horton

Cllr T Duncan

Cllr S Flatley

In Attendance

Chief Officer, Administrator.

One members of the public.

One press representatives.

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

25/24	To receive apologies and approve reasons for absence. Apologies were received from Cllrs Bate, Crozier and Martin-Long. Reasons for absence were not approved.
26/24	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. Cllrs Williams and Brodigan declared an interest in anything that may come before her as a member of NYC's area planning committee and NYC generally, declaring a prejudicial interest as an elected member who will vote on the Area Planning Committee in respect of planning matters. Cllr Parkin declared a personal interest in item 36/24.
27/24	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. None.
28/24	To consider and approve the Minutes of the Meeting held on 4th March 2024. That these be approved as a true and accurate record of proceedings. RESOLVED
29/24	Financial, Operational and Governance Matters: 1. i. To receive the Income and Expenditure Report for the period ending 31st March 2024 That this be received and noted. RESOLVED.

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RCC/SHAREPOINT/FULL COUNCIL/15042024

- ii. **To receive the list of payments for the period 1st January 2024 – 31st March 2024**

That this be received and noted.

RESOLVED.

- iii **To receive the Ear Marked Reserve Report dated 31st March 2024 and agree appropriate action.**

That the following underspends are transferred to Ear Marked Reserves:

Cost Code	Balance at Year End	Ear Marked Reserve
Legal and Professional Fees	11615.00	EMR Legal Fees
Civic	4334.95	EMR Royal Event (formerly EMR Coronation Event).
Civic	4381.05	EMR Civic Expenses
Staffing	40650.31	Staffing budget 2024-25

RESOLVED.

2. **To review the bank signatory requirements and agree appropriate action.**

That Cllr Williams be added to the bank mandate as a signatory authorised to sanction payments.

RESOLVED.

3. **To receive an update on the webpage.**

It was noted than an amendment to the webpage was in progress to replace physical email addresses with a button to reduce phishing and capture of email addresses by scammers. Cost £40.

4. **To receive and approve the invoice from YLCA for the 2024-25 financial year.**

That this be approved.

RESOLVED.

5. **To agree to open the Small Grants Scheme for applications, with the first applications to be reviewed at the June meeting of Full Council.**

That the scheme be re-opened and that it is automatically reopened at the start of each new financial year for the remainder of this council's term of office.

RESOLVED

6. **To consider the Partnership Funding review and award process for 2024-25 and to re-visit the application for Partnership Funding received in the summer of 2023 in accordance with the resolution made at that time, together with an additional request for funding from a second organisation.**

That the scheme be re-opened for applications and that any applications received are returned to the panel of members that were tasked with reviewing applications in 2023 to allow recommendations to be made to Full Council in due course.

RESOLVED

7. **To receive an update on the Mayoral chains if available.**

It was noted that the chains were being repaired at Fattorini and that the repairs were expected to take 8-10 weeks from mid March 2024.

30/24

- To consider the request for a representative to join Ripon Cathedral Rural Forum and agree appropriate action.**

That Cllr McHardy be nominated to represent RCC on Ripon Cathedral Rural Forum.

RESOLVED

31/24

- To receive an update on Ripon Tourist Information Centre, to consider the opening hours and agree appropriate action.**

That RCC write to NYC to express its support to the service being operative from Ripon

	Town Hall up to seven days a week. RESOLVED.
32/24	To consider the parish boundary and the formulation of a request to North Yorkshire Council to amend it. That RCC write to NYC to request that the parish boundary be amended to include both the West Lane Development and the Quarry Moor site to the south side and the Claro and Deverell Barracks to the North Side. RESOLVED.
33/24	To receive an update on the footpath along the River Skell near High Cleugh and agree appropriate action. That RCC write to the Environment Agency to request that a permit to allow North Yorkshire Council to carry out reinstatement work to the footpath be issued urgently and that representation is made to both Right Hon. Julian Smith MP and the Secretary of State for the Environment on this matter. RESOLVED.
34/24	To receive an update on S.106 Commuted Sums available from North Yorkshire Council. That an update on funds remaining is requested from North Yorkshire Council and circulated to members on receipt. That ward members review the revised information and identify areas of potential spend. RESOLVED.
35/24	To receive an update on Ripon Triathlon and to consider a request for Hornblower attendance. That hornblower attendance is permitted and that the standard cost of attendance is passed onto the organiser. RESOLVED
36/24	To receive an update on the highways matter at Redshaw Close/Heckler Lane and agree appropriate action. The updated correspondence was received. It was noted that North Yorkshire Council Highways are involved and progressing matters and that the process for a revised order for yellow lines could take up to 9 months.
37/24	Standing Items To receive an update on the following matters if appropriate: <ol style="list-style-type: none"> 1. Christmas Lights. A meeting is due to take place with our contractor in the coming weeks. 2. Market Square; None. 3. Highways; None. 4. Events; It was noted that events were being progressed following the recent meeting of the Events Committee. 5. Mayor Making and Mayoral Installation 2024; It was noted that Mayor Making would be taking place at the Ripon Inn in 2024. 6. Double Devolution; It was noted that the results of a condition survey on Ripon Town Hall were expected in the next few weeks and that once received due diligence on the project would be progressed. 7. Bus service; It was noted that the extension to the service would commence towards the end of May 2024.

	<p>8. Placemarking; It was noted that the application to take over the telephone boxes and the application to UKSPF was outstanding.</p> <p>9. Toilets at the Paddling Pool; Contact has been made with the existing provider for 2024.</p> <p>10. Ripon Barracks; None.</p> <p>11. Quarry Moor. None.</p>
38/24	<p>Planning matters:</p> <ol style="list-style-type: none"> 1. To consider planning matters as detailed overleaf; 2. To receive the planning appendix; That this be received and noted. RESOLVED. 3. To consider a full response to the Ripon Spa Baths scheme; Cllrs Williams and Brodigan left the meeting at 7:06pm. That RCC support this application. RESOLVED Cllrs Williams and Brodigan returned to the meeting at 7:10pm. 4. To consider street naming consultation for 390 dwellings in Littlethorpe; That a response be returned to North Yorkshire Council in support of Theme 2 – Flowers – in respect of street names. RESOLVED.
39/24	<p>To receive the following reports:</p> <ol style="list-style-type: none"> 1. Reports from North Yorkshire County Councillors if appropriate – for information only; Cllr Williams reported that the contract for the Changing Places toilet in the bus station has been awarded, that Duck Hill and Kirkgate have been added to the highways scheme for 2024 and will be re-surfaced. Cllr Martin-Long arrived at 7:14pm. 2. Reports from members and/or the Chief Officer on external organisations; Cllr McHardy referred to the fact that she still received paperwork from Ripon Grammar School Foundation Governors despite no longer being a representative. Cllr Brodigan advised that this was discussed at a recent meeting and that she would mention it at the next meeting. 3. Report from Ripon Together; Cllr Williams advised that Ripon Together had submitted a bid to UKSPF to allow it to become a lead on the Community Partnership pilot scheme, with a meeting due to be held in the coming days. 4. Report from Ripon Bid. Cllr Williams advised that Ripon Bid were lobbying North Yorkshire Council for Ripon Tourist Information Centre to be open seven days a week.

With business concluded the Chairman closed the meeting at 7:19pm.

Signed

Cllr S Hawke, The Right Worshipful the Mayor.

38/24	<p>Planning matters: Planning applications as listed below to be considered and responses agreed to the consultations being carried out by the Planning Authority.</p> <p><i>Details of all planning applications listed below can be viewed online prior to the meeting at: https://www.northyorks.gov.uk/planning-and-conservation/view-and-comment-planning-applications/view-and-comment-planning-applications-your-area</i></p>	
	ZC24/00986/FUL	<p>The installation of 3 no. antenna, and replacement ancillary radio equipment at existing rooftop site, internal upgrades to existing equipment cabinet at roof level, and ancillary development thereto.</p> <p>Ripon Telephone Exchange Allhallowgate Ripon North Yorkshire ZC24/00986/FUL The installation of 3 no. antenna, and replacement ancillary radio equipment at existing rooftop site, internal upgrades to existing equipment cabinet at roof level, and ancillary development thereto. Ripon Telephone Exchange Allhallowgate Ripon North Yorkshire HG4 1LE (harrogate.gov.uk)</p> <p>That RCC do not object to this application. RESOLVED.</p>
	ZC24/00752/FUL	<p>Conversion of existing garage to utility room, replacement of existing garage door with UPVc door. Installation of UPVc door and staircase to south elevation of garage. Replacement of existing window to side elevation of dwellinghouse with french doors</p> <p>7 Thirlway Drive Ripon North Yorkshire HG4 2TH ZC24/00752/FUL Conversion of existing garage to utility room, replacement of existing garage door with UPVc door. Installation of UPVc door and staircase to south elevation of garage. Replacement of existing window to side elevation of dwellinghouse with french doors 7 Thirlway Drive Ripon North Yorkshire HG4 2TH (harrogate.gov.uk)</p> <p>That RCC do not object to this application. RESOLVED.</p>
	ZC24/00971/DVCON	<p>Variation of Condition 9 (opening hours) to extend the proposed opening hours to 12:00-22:00 Thursday to Tuesday, 12:00-22:00 Bank Holidays, closed on Wednesday of planning permission ZC23/04199/FUL - Change of use from offices to restaurant and hot food take away (Sui Generis). Installation of extractor unit to west elevation.</p> <p>Cathedral Chambers 4 Kirkgate Ripon North Yorkshire HG4 1PA ZC24/00971/DVCON Variation of Condition 9 (opening hours) to extend the proposed opening hours to 12:00-22:00 Thursday to Tuesday, 12:00-22:00 Bank Holidays, closed on Wednesday of planning permission ZC23/04199/FUL - Change of use from offices to restaurant and hot food take</p>

		<p>away (Sui Generis). Installation of extractor unit to west elevation. Cathedral Chambers 4 Kirkgate Ripon North Yorkshire HG4 1PA (harrogate.gov.uk)</p> <p>That RCC do not object to this application. RESOLVED.</p>
	<p>ZC24/00860/FUL</p>	<p>Erection of garden room e to house a small studio, ancillary to main accommodation. 19 Brewery Lane Ripon North Yorkshire HG4 1PL ZC24/00860/FUL Retrospective application for the erection of garden room to house a studio, ancillary to main accommodation. 19 Brewery Lane Ripon North Yorkshire HG4 1PL (harrogate.gov.uk)</p> <p>That RCC do not object to this application. RESOLVED.</p>