



## MINUTES OF A MEETING OF THE ALDERMAN SPENCE COMMITTEE

**Date:** 23<sup>rd</sup> September 2024  
**Time:** 6:00pm  
**Location:** Council Chamber, Town Hall, Ripon.

**Present:**

Cllr Julie Ann Martin-Long  
Cllr Tony Duncan  
Cllr Peter Horton  
Cllr Chris Hardisty  
Cllr Stuart Flatley  
Cllr Pauline McHardy

**In Attendance**

Deputy Clerk (Quarry Moor)  
Senior Administration Officer  
4 members of the public

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17/24	<p><b>Members of the public are invited to question, seek clarification or make representation to members of the Committee on any agenda item as listed below.</b></p> <p>This item was brought forward at the Chair's request.</p> <p>Simon Warwick from Lower Ure Conservation Trust delivered a presentation on the agenda item 24/24.</p>
14/24	<p><b>1. To receive apologies for absence.</b></p> <p>None.</p> <p><b>2. To consider approving reasons for absence.</b></p> <p>None.</p>
15/24	<p><b>1. To elect a Chairman of the Committee;</b></p> <p>That Councillor Martin-Long be elected as a Chairman of the Committee.</p> <p><b>2. To elect a Deputy Chairman of the Committee.</b></p> <p>That Councillor Duncan be elected as a Deputy Chairman of the Committee.</p>
16/24	<p><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></p> <p>None.</p>
17/24	<p><b>Members of the public are invited to question, seek clarification or make representation to members of the Committee on any agenda item as listed below.</b></p> <p>Member of the public raised tree matters.</p>
18/24	<p><b>To receive and approve the minutes of the previous meetings held on 25<sup>th</sup> September 2023 and 20<sup>th</sup> May 2024.</b></p> <p>That these be approved as a true and accurate record of proceedings.</p> <p><b>RESOLVED.</b></p>

19/24	<p><b>To receive a report from Clerk and agree appropriate action.</b></p> <p>That this be received and noted.</p> <p><b>RESOLVED.</b></p>
20/24	<p><b>To receive a report from the Warden and agree appropriate action.</b></p> <p>That this be received and noted.</p> <p><b>RESOLVED.</b></p>
21/24	<p><b>To receive an update on Anti-Social Behaviour and associated activities.</b></p> <p>Councillor Martin-Long advised that North Yorkshire Police will patrol the Quarry Moor site on a daily basis at different time and that she is waiting for an appointment to be arranged with North Yorkshire Fire &amp; Rescue Service.</p>
22/24	<p><b>To receive an update on Financial and Governance Matters:</b></p> <ol style="list-style-type: none"> <li> <p><b>1. To receive the Income and Expenditure Report for the period between 01.04.2023 and 31.03.2024.</b></p> <p>That this be received and noted.</p> <p><b>RESOLVED.</b></p> </li> <li> <p><b>2. To receive the Income and Expenditure Report for the period between 01.04.2024 and 31.08.2024.</b></p> <p>That this be received and noted.</p> <p><b>RESOLVED.</b></p> </li> <li> <p><b>3. To receive an update on the bank account.</b></p> <p>It was noted that RCC is in the process of the opening a bank account with Unitary Trust Bank. That Clerk to circulate an update report to members as soon as possible.</p> </li> </ol>
23/24	<p><b>To receive an update on the Natural England and SSSI matters:</b></p> <ol style="list-style-type: none"> <li> <p><b>1. To receive an update on the Natural England Management Plan and Higher-Level Stewardship agreement renewal, including timeframes and details of the interim position.</b></p> <p>That this be received and noted.</p> <p><b>RESOLVED.</b></p> </li> <li> <p><b>2. To receive correspondences and agree appropriate action regarding collection of green hay from Quarry Moor SSSI.</b></p> <p>That this be received. It was noted that the unsanctioned removal of green hay to Hell Wath happened in 2022, and in accordance with Natural England advice taking green hay should be no more often than every 3-4 years.</p> <p><b>RESOLVED.</b></p> </li> <li> <p><b>3. To receive a list of operations to be carried out by 31/12/2024 as agreed with Natural England, to receive quotes and consider appointment of a contractor.</b></p> <p>That DTMS Group be appointed to carry out all operations from the list by 31/12/2024. The cost of the work is £5,055.00.</p> </li> </ol>

	<p><b>RESOLVED.</b></p> <p><b>4. To receive the report with evidence of craft activity within SSSI.</b> Councillor Martin-Long advised on evidence of craft activities within the site. Warden confirmed that children allowed to build dens in particular areas.</p>
24/24	<p><b>To consider exploring partnering with external organisations</b></p> <p><b>1. Third party organisations who may become involved in the management, transfer of or other options for the site to enable costs to be mitigated and/or liabilities financial or otherwise, to be transferred/reduced – as per decision on the Full Council Meeting held on 04/03/2024.</b> It was noted that nobody may become involved in transfer of the site.</p>
25/24	<p><b>1. To receive an update on volunteers recruitment.</b> It was noted that 6 people expressed their interest to be volunteers so far.</p> <p><b>2. To consider the policy towards engaged volunteers, including insurance, risk assessments, and any council liabilities.</b> That the RCC needs to adopt the policies and consider training for volunteers. It was noted that the training should be open for Councillors. <b>RESOLVED.</b></p> <p><b>3. To consider the current public profile of Quarry Moor.</b> It was noted that the site is not disability friendly. That RCC submit an insurance claim for the bench. <b>RESOLVED.</b></p>
26/24	<p><b>To consider purchasing of maintenance equipment and agree appropriate action.</b> That the PPE be purchased first, and that the warden to choose PPE for himself. That RCC obtain quotes for other equipment. It was noted that Councillors Hardisty and Flatley could advise on equipment. <b>RESOLVED.</b></p>
27/24	<p><b>To consider provision of signage and agree appropriate action.</b> It was noted that there is a need of dog fouling signage and car park/site liability signage. That RCC write to North Yorkshire Council to investigate if they are able to empty more bins within the site. <b>RESOLVED.</b></p>
28/24	<p><b>To discuss grazing opportunities and agree appropriate action.</b> That the Committee start consultations with Lower Ure Conservation Trust. It was noted that there had been an attempt to organise grazing in the past, but it was unsuccessful due to dogs and people cutting the gates and letting the sheep out. <b>RESOLVED.</b></p>
29/24	<p><b>To discuss correspondence received.</b></p> <p><b>1. Email dated 6<sup>th</sup> September 2024 – Park Equipment</b></p>

	<p>That this be received. It was noted that RCC is not entitled to this funding program due to the population size.</p> <p>It was noted that the Committee needs to look further to other similar options.</p>
30/24	<p><b>To note the position on the various matters on the site and agree appropriate action:</b></p> <ol style="list-style-type: none"> <li>1. <b>Demolition of the hut.</b> <ol style="list-style-type: none"> <li>I. <b>To receive quotes and agree appropriate action.</b> <p>That the hut not to be demolished, and that RCC investigate the repair options, including collaboration with local businesses and charities. That RCC obtain quotes for repair of the hut.</p> <p><b>RESOLVED.</b></p> </li> </ol> </li> <li>2. <b>Trees.</b> <ol style="list-style-type: none"> <li>I. <b>To consider pollarding of trees at the car park along the boundary wall.</b> <p>It was noted that it was recommendation from North Yorkshire Police to increase visibility by pollarding the trees. That RCC obtain quotes for pollarding.</p> <p><b>RESOLVED.</b></p> </li> <li>II. <b>To receive an update on Tree Survey and recommendations dated July 2022.</b> <p>It was noted that the paint has been purchased to get the trees marked. That another spray to be purchased to mark the trees as urgent.</p> <p><b>RESOLVED.</b></p> </li> </ol> </li> <li>3. <b>Fencing.</b> <ol style="list-style-type: none"> <li>I. <b>To consider purchasing of 12 operational padlocks and 12 chains to secure areas and agree appropriate action.</b> <p>That master locks with key share and chains be purchased in accordance with warden's report.</p> <p><b>RESOLVED.</b></p> </li> <li>II. <b>To consider repairs to various Gates and Fences and agree appropriate action.</b> <p>That quotes obtained in accordance with warden's report.</p> <p><b>RESOLVED.</b></p> </li> <li>III. <b>To consider the removal or repair of part of the fence from the picnic area on the car park side.</b> <p>That this be repaired, at low cost as the area may be repurposed in the future.</p> <p><b>RESOLVED.</b></p> </li> </ol> </li> <li>4. <b>Flailing of the paths.</b> <p>It was noted that this will be covered by the contractor in line with the assent.</p> </li> </ol>

	<p><b>5. Cliff face.</b></p> <p>It was noted that maintenance operations will be covered by the contractor in line with the assent.</p> <p><b>6. Car Park.</b></p> <p><b>I. To receive the surfacing works options and quotes and agree appropriate action.</b></p> <p>That RCC obtain like for like quotes.</p> <p><b>RESOLVED.</b></p> <p><b>II. To discuss the permit parking and agree appropriate action.</b></p> <p>That RCC investigate the opportunities with parking permits.</p> <p><b>RESOLVED.</b></p> <p><b>7. Bins.</b></p> <p><b>I. To consider the return of bins to the site and agree appropriate action.</b></p> <p>It was noted that the bins could be returned to the site after the site is cleared up and RCC has investigated the matter of on emptying the bins.</p> <p><b>RESOLVED.</b></p> <p><b>8. Pest Control.</b></p> <p>That no action to be taken for now.</p>
<b>31/24</b>	<p><b>To note the time and date of the next meeting.</b></p> <p><b>2<sup>nd</sup> December 2024 at 6:00pm.</b></p> <p>It was noted that the interim meeting may be called.</p>

With business concluded the Chairman closed the meeting at 7:47pm.

**Signed .....**

**Chairman**

**Dated .....**

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