



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

Date: 9th December 2024

Time: 6:00pm

Location: Holy Trinity Church, Kirkby Road, Ripon, HG4 2EY

Present:

Cllr S Hawke. The Right Worshipful the Mayor

Cllr J Crozier

Cllr A Williams

Cllr B Brodigan

Cllr P McHardy

Cllr P Horton

Cllr T Duncan

Cllr J Martin-Long

Cllr S Flatley

Cllr G Camplejohn

In attendance

Locum Clerk, Administrator.

Members of the public.

Two press representatives.

MINUTES

115/24	<p>i. To receive apologies; Apologies were received from Cllrs Bate and Hardisty.</p> <p>ii. To approve reasons for absence. Reasons for absence were not approved.</p>
116/24	<p>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.</p> <p>Cllrs Williams and Brodigan declared an interest in anything that may come before them as members 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.</p> <p>Cllr Brodigan also declared an interest in item 123/24 as an allotment holder at the Kirkby Road allotment site.</p>
117/24	<p>Standard Public Participation Session</p> <p>Members of the public are invited to question, seek clarification or make representation to members of the Council on any Agenda item other than in respect of item 128/24 as listed below.</p> <p>None.</p>
118/24	<p>To consider and approve the Minutes of the Meeting held on the 11th November 2024 as a true and accurate record of proceedings held.</p> <p>That these be approved as a true and accurate record of proceedings.</p> <p>RESOLVED.</p>

119/24	<p>Financial Matters:</p> <ol style="list-style-type: none"> 1. <ol style="list-style-type: none"> i. To receive the Income and Expenditure Report for the period 1st October 2024 – 31st October 2024. That this be received and approved. RESOLVED. ii. To receive the list of payments for the period 1st October 2024 – 31st October 2024. That this be received and approved. RESOLVED. 2. To note that the bank reconciliations to 31st October 2024 have been signed in accordance with Financial Regulations. That this be noted. RESOLVED. 3. To receive Small Grants Scheme applications and to make decisions on awards: <ol style="list-style-type: none"> i. Application from Ripon Young Musicians requesting a grant in the sum of £65.02. That this be received and the grant be awarded. RESOLVED. ii. Application from Ripon Rotary Club requesting a grant in the sum of £500.00. That this be received and the grant be awarded. RESOLVED. iii. Application from Mind in Harrogate District requesting a grant in the sum of £1,000.00. That this be received and the grant be awarded. RESOLVED. 4. To receive and approve the invoice from SLCC in respect of the Chief Officer’s membership renewal in the sum of £505. That this be received and approved. RESOLVED. 5. To receive an email dated 26th November 2024 and to approve the following: <ol style="list-style-type: none"> i. Expenditure detailed by Hodges and Co in the sum of £1304; That this be received and approved. RESOLVED. ii. To waive Financial Regulation 10.7 in respect of 5i. due to the fact that the tailor has supplied fabric for the new municipal officer uniforms to date. That RCC waive Financial Regulation 10.7 in respect of 5i and proceed with the purchase from Hodges and Co. RESOLVED.
120/24	<p>Governance and Policy Matters</p> <ol style="list-style-type: none"> 1. Annual Governance and Accountability Return. <ol style="list-style-type: none"> i. To receive Final External Auditor Report and Certificate 2023/24. That this be received. RESOLVED.

	<p>2. To receive and approve the Terms of Reference for S.106 Commuted Sums Working Group. That this be received and approved. RESOLVED.</p>
121/24	<p>Standing Items To receive an update only on the following matters if appropriate, note that this item 121/24 does not allow for the introduction of new matters.</p> <ol style="list-style-type: none"> 1. Highways. None. 2. Christmas Lights. It was noted that due to the weather at the weekend the display has some intermittent faults, which should be repaired by the end of the week. That RCC's thanks to the contractor are recorded and the Mayor to write to the contractors to thank them for their efforts in ensuring that the install and switch on went smoothly. The Mayor expressed his thanks to the public for attending the Christmas Light Switch On event. 3. Quarry Moor. It was noted that the outstanding work is being progressed following the last meeting of Alderman T F Spence Committee and the next meeting of the committee will take place in February 2025. 4. Events. It was noted that arrangements for New Year's Eve have been finalised, and that the entertainment will begin straight after the watch setting at 9:00pm and will continue through until 12:15am on 1st January 2025. 5. Double Devolution. None.
122/24	<p>To receive the minutes from the following committees for information:</p> <ol style="list-style-type: none"> 1. Alderman T F Spence Committee – minutes dated 23rd September 2024. That the minutes be received. RESOLVED.
123/24	<p>To consider making a request to North Yorkshire Council in relation to extending the site and provision of allotment amenity adjacent to the Kirkby Road allotment site. RCC to make representation to NYC in requesting an extension to the allotment site at Kirkby Road. RESOLVED.</p>
124/24	<p>To receive correspondence and agree appropriate action:</p> <ol style="list-style-type: none"> 1. Email dated 15th November 2024 – Improvements to Bus Service between York, Boroughbridge and Ripon; That this be received and noted. RESOLVED. 2. Letter dated 4th November 2024 - Nomination for an Asset of Community Value – Minster Gardens/Kirkgate Park, Ripon, HG4 1QT That this be received and noted. RESOLVED.
125/24	<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. RESOLVED.
126/24	<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 advised that the North Yorkshire Boundary Review proposals have been submitted to the Boundary Commission and a decision is expected to be made later next year. Cllr Brodigan advised that she had met with the Head of Parks and Grounds regarding installation of lighting in Spa Gardens to make it safer and reduce antisocial behaviour and also in Spa Park to enable youth activities to continue in the winter months. 2. Reports from members and/or the Chief Officer on external organisations; None. 3. Report from Ripon Together; Cllr Williams advised that the Uredale Partnership met last month which was well attended. Further meetings to take place next year to identify clear work programs and areas of priority to develop policies and initiatives. 4. Report from Ripon Bid. Cllr Williams advised that he has negotiated a partnership with Booths Supermarket, Ripon Bid and Cllr Williams locality budget to provide free parking across the city on Saturday 21st and Saturday 28th December 2024. Cllr Williams also advised that Ripon Bid are starting to plan a re-ballot regarding the Bid Levy. 5. Mayoral Announcements. Cllr Hawke thanked the Council and public for their attendance at Remembrance Sunday.
127/24	<ol style="list-style-type: none"> i. To agree to suspend Standing Order 3 (f) to allow for a further period of public participation, not exceeding 60 minutes in duration to allow representations to be made in respect of agenda item 128/24. 22/04808/FULMAJ - Construction of annexe 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 That this resolution be passed. RESOLVED. ii. To agree to suspend Standing Order 3 (g) and to agree that a member of the public shall not speak for more than two minutes. RESOLVED.
128/24	<p>22/04808/FULMAJ Construction of annexe 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</p>

	<p>https://uniformonline.harrogate.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RMZUMLHYIYB00</p> <p>RCC support the ambitions of the Cathedral to provide essential improvements to achieve the facilities that are desirable in the 21st century, but whilst the proposed building would satisfy those aims it does not fully meet the objections that have been voiced from the community, especially in respect of Minster Gardens. RCC believe that it is possible for a further redesign to be achieved, perhaps utilising further space available into the Stoneyard to reduce the impact on Minster Gardens. If the Cathedral were to come forward with a more satisfactory design, RCC would be happy to support such proposals.</p> <p>RESOLVED</p>
129/24	<p>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.</p> <p>That the press & public be excluded in accordance with the Public Bodies Admissions to Meetings Act 1960.</p> <p>That this resolution be passed.</p> <p>RESOLVED.</p>
130/24	<p>To consider quotations received in response to the Road Traffic Management invitation to tender and to agree to appoint a contractor for the period 2025-2027.</p> <p>That the contract be awarded Event Traffic Control Ltd.</p> <p>That a meeting be organised before formal contract award to discuss expectations and to confirm Event Traffic Control Ltd's ongoing contract with North Yorkshire Council.</p> <p>RESOLVED.</p>

Signed 

Chairman

Dated *11/12/2025*

Clerk's Office, Town Hall, Ripon, North Yorkshire, HG4 1DD
01765 604097

125/24	<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>
ZC24/03826/FUL	<p>Demolition of existing outbuilding. Erection of two storey rear extension and single storey side extension. Graywel 10 Marlborough Grove Ripon North Yorkshire HG4 2EZ ZC24/03826/FUL Demolition of existing outbuilding. Erection of two storey rear extension and single storey side extension. Graywel 10 Marlborough Grove Ripon North Yorkshire HG4 2EZ That RCC do not object to this application. RESOLVED.</p>
ZC24/03687/LB	<p>Listed Building Consent to paint the front elevation in colour RAL 6022 Olive Drab. Display of advertisement to fascia to be externally illuminated via lighting bar. 11 Fishergate Ripon North Yorkshire HG4 1EA https://uniformonline.harrogate.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=SM4F2HHYI4900 That RCC do not object to this application. RESOLVED.</p>
ZC24/03564/DVCON	<p>Section 73 application to include additional rendering of rear elevation and the inclusion of the cellar area in the formation of one of the dwellings through the variation of conditions 2 and 3 of planning permission 20/04491/FUL for the "conversion of fish & chip shop and restaurant to 2 no. dwellings including replacement rear single storey extension and formation of new passageway access." 62 - 63 Allhallowgate Ripon North Yorkshire HG4 1LE https://uniformonline.harrogate.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=SLP2B7HYHXJ00 That RCC do not object to this application. RESOLVED.</p>
ZC24/03852/LB	<p>Conversion of cellar at no.63 to utility and storage space, including removal of rotten & unsafe existing timber ground floor structure and addition of new timber floor joists, lining of cellar walls, formation of utility room with fitted worktops & cupboards, removal of existing cellar stairs, formation of stairwell and provision of new timber stairs extending repositioned existing flight from ground to first floor with revised floor layouts and provision of smaller first floor en-suite bathroom to those approved under application 20/04492/LBDEM. Part removal and replacement of passageway wall at no.62. Use of painted render to rear elevation of no.62 and passageway wall and lower rear elevation (with repairs) at no.63. Installation of horizontal sliding sash windows to rear elevation of no.62. Rear yard boundary wall to retain existing stone & cobble with addition of timber screen. 62 - 63 Allhallowgate Ripon North Yorkshire HG4 1LE ZC24/03852/LB Conversion of cellar at no.63 to utility and storage space, including removal of rotten & unsafe existing timber ground floor structure and addition of new timber floor joists, lining of cellar walls, formation of utility room with fitted worktops & cupboards, removal of existing cellar stairs, formation of stairwell and provision of new timber stairs extending repositioned existing flight from ground to first floor with revised floor layouts and provision of smaller first floor en-suite bathroom to those approved under application 20/04492/LBDEM. Part removal and replacement of passageway wall at no.62. Use of painted render to rear elevation of no.62 and passageway wall and lower rear elevation (with</p>

		<p>repairs) at no.63. Installation of horizontal sliding sash windows to rear elevation of no.62. Rear yard boundary wall to retain existing stone & cobble with addition of timber screen. 62 - 63 Allhallowgate Ripon North Yorkshire HG4 1LE</p> <p>That RCC do not object to this application. RESOLVED.</p>
	ZC24/03921/FUL	<p>Erection of first floor front extension over existing garage. 7 Mallorie Park Drive Ripon North Yorkshire HG4 2QD https://uniformonline.harrogate.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=SN6UHPHYIJH00</p> <p>That RCC do not object to this application. RESOLVED.</p>

