



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

**Date:** 10<sup>th</sup> February 2025

**Time:** 6:00pm

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

**Present:**

Cllr S Hawke

The Right Worshipful the Mayor

Cllr J Crozier

Cllr A Williams

Cllr B Brodigan

Cllr C Hardisty

Cllr P McHardy

Cllr P Horton

Cllr T Duncan

Cllr S Flatley

Cllr G Camplejohn

**In Attendance**

Senior Administration Officer.

Three members of the public.

One press representatives.

**Prior to the start of the meeting Dean John Dobson said prayers.**

15/25	<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.
16/25	<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, declaring a prejudicial interest as an elected member who will vote on the Area Planning Committee in respect of planning matters.
17/25	<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.
18/25	<b>To consider and approve the Minutes of the Meeting held on the 20<sup>th</sup> January 2025.</b> It was noted that there was a typo in item 11/25. That these be approved as a true and accurate record of proceedings. <b>RESOLVED.</b>

19/25	<p><b>Financial, Operational, Policy and Governance Matters:</b></p> <ol style="list-style-type: none"> <li><b>To receive the Income and Expenditure Report for the period 1<sup>st</sup> January 2025 – 31<sup>st</sup> January 2025.</b> That this be received and approved. <b>RESOLVED.</b></li> <li><b>To receive the list of payments for the period 1<sup>st</sup> January 2025 – 31<sup>st</sup> January 2025.</b> That this be received and approved. <b>RESOLVED.</b></li> <li><b>To note that the bank reconciliations for the period ending 31<sup>st</sup> January 2025 have been signed in accordance with Financial Regulations.</b> That this be noted. <b>RESOLVED.</b></li> <li><b>To note that the asset register has been reconciled following the comments raised by the Internal Auditor.</b> That this be noted. <b>RESOLVED.</b></li> <li><b>To receive and approve the revised Financial Regulations.</b> That these be received and approved. <b>RESOLVED.</b></li> <li><b>To receive and approve the Sustainability Policy.</b> That this be received and approved. <b>RESOLVED.</b></li> </ol>
20/25	<p><b>To receive correspondence and agree appropriate action:</b></p> <ol style="list-style-type: none"> <li><b>Email dated 24<sup>th</sup> January 2025 – grit bins in Ripon as a response to the correspondence issued pursuant to the resolution of the Full Council 11/25.</b> That NYC Cllr Williams raise this matter with Area 6 Highways and update the Council following the consultations. <b>RESOLVED.</b></li> <li><b>Email dated 3<sup>rd</sup> February 2025 – North Yorkshire Council Parish Liaison: Skipton &amp; Ripon.</b> That this be received and noted. <b>RESOLVED.</b></li> </ol>
21/25	<p><b>To consider the provision of Ripon to Leeds bus service during bank holidays and to agree appropriate action.</b></p> <p>It was noted that during bank holidays, particularly on New Year's Day, Ripon residents who do not drive and have no one to give them a lift find themselves cut off from Harrogate, unable to visit their family/friends in hospital or travel to work in Harrogate, as there are no bus running from Ripon to Harrogate. That RCC write a letter to the bus company to investigate what measures could be taken to address this issue. <b>RESOLVED.</b></p>
22/25	<p><b>To consider the installation of the following:</b></p> <ol style="list-style-type: none"> <li><b>Festoon lighting around the Market Square.</b> That RCC purchase new festoon lighting that is fixed to the lamp columns around the square to create lighting but positioned at the top of the lamp posts. This lighting should be kept on all year round and form part of the Christmas lights display.</li> </ol>

	<p>That this be funded from capital expenditure reserve. That the defunct lighting of the trees be removed. <b>RESOLVED.</b></p> <p><b>2. Bunting around the City, co-ordinating dismantling of bunting with the installation of Christmas lighting.</b></p> <p>That RCC engage Bradford City Council to install red, white, and blue bunting in Westgate, Fishergate, North Street, Old Market Place, and on the lamp columns around Market Square and Kirkgate. That the bunting be installed after the Easter holiday and remain in place until the Christmas lights be installed. That the current set of red, white, and blue drapes be assessed, and if they are found to be in poor condition, RCC arrange for a new set to be formally sourced and installed. <b>RESOLVED.</b></p>
23/25	<p><b>To receive a request from Ripon Grammar School in respect of the Jepsons Educational Foundation and agree appropriate action.</b></p> <p>That RCC request the Trust to engage with the Charity Commission to amend its constitution so that the Mayor of Ripon is no longer referenced within it. <b>RESOLVED.</b></p>
24/25	<p><b>Planning matters:</b></p> <ol style="list-style-type: none"> <li>1. <b>To consider planning matters as detailed overleaf;</b></li> <li>2. <b>To receive the planning appendix.</b></li> </ol> <p>That this be received. <b>RESOLVED.</b></p>
25/25	<p><b>To receive the following reports:</b></p> <ol style="list-style-type: none"> <li>1. <b>Reports from North Yorkshire County Councillors if appropriate – for information only;</b> Cllr Brodigan advised that the Youth Assembly conference will take place on Friday 21<sup>st</sup> February in Harrogate, confirmed that she had spent all her locality budget for the current financial year; and advised that the toilets at Ripon cemetery have been deep cleaned. Cllr Williams advised that Transdev is going to undertake works for improving the general condition of the Ripon bus station in the coming weeks; provided an update on NYC's financial position and advised that the funding for resurfacing of Moss's Arcade and Victoria Grove has been secured, with works due to be undertaken at the beginning of the summer. Both Cllrs Brodigan and Williams noted that there are ongoing discussions with YMCA and North Yorkshire Council about the use of Town Hall.</li> <li>2. <b>Reports from members and/or the Chief Officer on external organisations;</b> None.</li> <li>3. <b>Report from Ripon Together;</b> None.</li> <li>4. <b>Report from Ripon Bid;</b> It was noted that Ripon Bid is working on its proposal for a re-ballot regarding the Bid Levy.</li> <li>5. <b>Mayoral Announcements.</b> None.</li> </ol>

26/25	<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><b>Noting that the nature of the exempt information as defined is in respect of the consideration of tenders, leases and acquisition of assets.</b></p> <p>That the press &amp; public be excluded in accordance with the Public Bodies Admissions to Meetings Act 1960.</p> <p><b>RESOLVED.</b></p>
27/25	<p><b>To consider quotations received in respect of tree works at Quarry Moor and agree appropriate action.</b></p> <p>That Scotton Tree Care be appointed to carry out required tree works at Quarry Moor. The cost of the work is £4,500.00.</p> <p><b>RESOLVED.</b></p>
28/25	<p><b>Double Devolution.</b></p> <p><b>To receive an update in respect of the Double Devolution project and to resolve accordingly.</b></p> <p>That RCC formally request North Yorkshire Council to grant a minimum 30-year lease for the Ripon Town Hall, with a break clause applicable only at the discretion of RCC, ensuring that North Yorkshire Council cannot unilaterally terminate the lease. Furthermore, if at any point during the lease period RCC wish to acquire the freehold of the Town Hall, ownership shall be transferred for the nominal sum of £1.</p> <p>That RCC seek the freehold of the Wakeman's House and the transfer with the sitting tenant, subject to the sitting tenant's consent.</p> <p>7:42pm – Cllrs Crozier and McHardy left the meeting; meeting suspended.</p> <p>7:44pm – Cllr McHardy returned to the meeting.</p> <p>7:45pm – Cllr Crozier returned to the meeting; meeting resumed.</p> <p>It was noted that NYC have commissioned a condition report on the obelisk.</p> <p>Cllr Williams undertook to report back to RCC in respect of the Market Place and Public Toilets following discussions with North Yorkshire Council.</p> <p><b>RESOLVED.</b></p>
29/25	<p><b>To receive a draft proposal in respect of a Community Asset Transfer bid to North Yorkshire Council and agree appropriate action.</b></p> <p>That this be received and that RCC proceed with its application in respect of Hugh Ripley Hall.</p> <p><b>RESOLVED.</b></p>

With business concluded the Chairman closed the meeting at 7:53pm.

Signed



Cllr S Hawke, The Right Worshipful the Mayor of Ripon.

Dated 7 - 3 - 25.

24/25	<p><b>Planning matters:</b>  <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>  <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>
ZC24/02887/FUL	<p>Partial demolition of existing extensions. Erection of single storey extension, internal alterations, installation of new roof, installation of new windows, secondary glazing to rear window, re-painting, replacement conservation roof lights, re-cladding of existing dormer, stone balls reinstated and coped gables reinstated. Extension and alterations to detached garage. Installation of gates, with associated external works. (amended description).  Green Royd Studley Road Ripon North Yorkshire HG4 2QJ  <a href="#">ZC24/02887/FUL   Partial demolition of existing extensions. Erection of single storey extension, internal alterations, installation of new roof, installation of new windows, secondary glazing to rear window, re-painting, replacement conservation roof lights, re-cladding of existing dormer, stone balls reinstated and coped gables reinstated. Extension and alterations to detached garage. Installation of gates, with associated external works. (amended description)   Green Royd Studley Road Ripon North Yorkshire HG4 2QJ</a>  That RCC object to this application due to concerns raised by elected members, based on comments received from local residents regarding the nature of the business that might operate from that property.  <b>RESOLVED.</b></p>
ZC24/04121/FUL	<p>Replacement of existing failing roof coverings with new zinc roof and GRP roof system. New GRP flat roof construction and proposed glazed roof lantern. Formation of new walkway and escape route. Internal and external alterations to create dedicated emergency escape provisions from the first floor office accommodation, to include installation of external mesh walkway at first floor level, adaptation of existing window opening to form an escape door, installation of fire-rated secondary glazing, internal modifications to improve separation between the existing ground floor restaurant and first floor office uses, new external wall construction adjoining opening at ground floor level and new internal wall construction at ground floor level. Installation of security gate, extension of existing parapet wall and installation of new brick wall following creation of opening at first floor level, staircase removal and floor reinstatement and new suspended timber floor construction at ground floor level.  Hemingways 23 Kirkgate Ripon North Yorkshire HG4 1PB  <a href="#">ZC24/04121/FUL   Replacement of existing failing roof coverings with new zinc roof and GRP roof system. New GRP flat roof construction and proposed glazed roof lantern. Formation of new walkway and escape route. Internal and external alterations to create dedicated emergency escape provisions from the first floor office accommodation, to include installation of external mesh walkway at first floor level, adaptation of existing window opening to form an escape door, installation of fire-rated secondary glazing, internal modifications to improve separation between the existing ground floor restaurant and first floor office uses, new external wall construction adjoining opening at ground floor level and new internal wall construction at ground floor level. Installation of security gate, extension of existing parapet wall and installation of new brick wall following creation of opening at first floor level, staircase removal and floor reinstatement and new suspended timber floor construction at ground floor level.   Hemingways 23 Kirkgate Ripon North Yorkshire HG4 1PB</a>  That RCC do not object to this application.  <b>RESOLVED.</b></p>

ZC25/00051/FUL	<p>First floor extension to south east elevation. Long Meadow Nursing Home 60 Harrogate Road Ripon North Yorkshire HG4 1SZ <a href="#">ZC25/00051/FUL   First floor extension to south east elevation.   Long Meadow Nursing Home 60 Harrogate Road Ripon North Yorkshire HG4 1SZ</a> That RCC do not object to this application. <b>RESOLVED.</b></p>
ZC24/04306/FUL	<p>Demolish and replace existing single storey side extension. 6 Tower Court Palace Road Ripon North Yorkshire HG4 1AD <a href="#">ZC24/04306/FUL   Demolish and replace existing single storey side extension.   6 Tower Court Palace Road Ripon North Yorkshire HG4 1AD</a> That RCC do not object to this application. <b>RESOLVED.</b></p>
ZC24/03271/FUL	<p>Installation of photovoltaic panels on the Library Roof and the South Nave Aisle Roof of Ripon Cathedral. The photovoltaic panels on the Library Roof will be secured using a ballasted frame system, mounted at a 10-degree angle to avoid excessive wind loading and minimize ballast requirements. The photovoltaic panels on the South Nave Aisle Roof will be mounted on trisole mounting frames at an optimal 35-degree tilt. The trisoles will be secured to a fixing post system, which will be anchored through the existing modern lead roof covering into the underlying structure. Ripon Cathedral Minster Road Ripon North Yorkshire HG4 1QT <b>A mock-up of the proposed solar panels will be available to view on site on 13.2.24.</b> <b>Please email the case officer to confirm whether you will be available to view the mock-up on that date.</b> <a href="#">ZC24/03271/FUL   Installation of photovoltaic panels on the Library Roof and the South Nave Aisle Roof of Ripon Cathedral. The photovoltaic panels on the Library Roof will be secured using a ballasted frame system, mounted at a 10-degree angle to avoid excessive wind loading and minimize ballast requirements. The photovoltaic panels on the South Nave Aisle Roof will be mounted on trisole mounting frames at an optimal 35-degree tilt. The trisoles will be secured to a fixing post system, which will be anchored through the existing modern lead roof covering into the underlying structure.   Ripon Cathedral Minster Road Ripon North Yorkshire HG4 1QT</a> That RCC do not object to this application. <b>RESOLVED.</b></p>
ZC25/00220/FUL	<p>Demolition of side/rear sun room. Single storey side/rear extension. Extending of existing rear dormer. 2 Shirley Avenue Ripon North Yorkshire HG4 1SP <a href="#">ZC25/00220/FUL   Demolition of side/rear sun room. Single storey side/rear extension. Extending of existing rear dormer.   2 Shirley Avenue Ripon North Yorkshire HG4 1SP</a> That RCC do not object to this application. <b>RESOLVED.</b></p>
ZC25/00283/ADV	<p>Advertisement consent for the display of 1no. set of illuminated lettering to front elevation. St Michaels Retail Park Rotary Way Ripon North Yorkshire <a href="#">ZC25/00283/ADV   Advertisement consent for the display of 1no. set of illuminated lettering to front elevation.   St Michaels Retail Park Rotary Way Ripon North Yorkshire</a> That RCC do not object to this application. <b>RESOLVED.</b></p>