



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

Date: 4th March 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 J Martin-Long

In Attendance

Deputy Clerk,

Senior Administration Officer.

Twenty four members of the public.

One press representatives.

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

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| 30/25 | <p>To receive apologies and approve reasons for absence. Apologies were received from Cllrs Bate and Camplejohn. Reasons for absence were not approved.</p> |
| 31/25 | <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. 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.</p> |
| 32/25 | <p>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. Five members of the public spoke during this session. One to note that Ripon City Centre should not be split into quarters. A representative from Ripon Civic Society commented on the withdrawal of the Ripon Cathedral's planning application. A representative from Manchega Tapas Y Vinos restaurant spoke in support of the pedestrianisation of Kirkgate. A member of the public commented on agenda item 34/25.</p> |

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| | A representative from Ripon Together introduced himself in case any questions arose regarding agenda item 36/25. |
| 33/25 | To consider and approve the Minutes of the Meeting held on the 10th February 2025. That these be approved as a true and accurate record of proceedings. RESOLVED |
| 34/25 | Cathedral Quarter <ol style="list-style-type: none"> 1. To note the withdrawal of the planning application 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 be noted. 2. To consider the following and agree appropriate action. <ol style="list-style-type: none"> i. Land known as Minster Gardens. That RCC invest up to £10,000 from its capital reserves into lighting for that area and that RCC would match fund up to £20,000 raised by the local community to enhance the facilities and offerings of this area. That RCC request North Yorkshire Council to undertake a formal consultation and seek the community' views regarding the removal of a section of the wall to create an open vista from the car park through to the Cathedral. If supported, the authority shall then proceed with a submitting the relevant planning application. RESOLVED. ii. Consultation in respect of the pedestrianisation of Kirkgate. It was noted that Kirkgate has been designated as a pedestrian zone in accordance with the Ripon Neighbourhood Plan. That RCC request North Yorkshire Council to engage in a formal public consultation regarding the pedestrianisation of Kirkgate through the installation of automatic rising bollards. The proposed pedestrianisation would be in effect between the hours of 10:00am and 5:00pm, with an extension until 9:00pm between 31st March and 30th September. RESOLVED. |
| 35/25 | Market Place South <ol style="list-style-type: none"> 1. Consultation on seasonal pedestrianisation. That RCC request North Yorkshire Council to conduct a formal public consultation regarding the seasonal pedestrianisation of Market Place South. The proposed pedestrianisation would be in effect from 31st March to 30th September, between the hours of 10:00am and 10:00pm. RESOLVED. |
| 36/25 | To receive a request from Ripon Together in respect of the Spa Gardens and agree appropriate action. That RCC agree to meet the costs of the electricity supply to the lights and the maintenance costs in respect of the lights in the region of those specified in the paper from Ripon Together, only in the event that North Yorkshire Council do not agree to meet these costs in the timescales required by the other funding streams identified. RESOLVED. |

37/25

Policies and Governance Matters

- 1. To receive and approve the asset register and to note that the professional valuation of assets is due to be completed in March 2025.**

That this be received and approved and that the Chief Officer be authorised to amend it as appropriate following returning the valuation and inventory report, with the further version of the asset register to be returned to the next meeting of the Council.

RESOLVED.

- 2. To receive and approve the insurance renewal quotation for 2025-26, noting the long-term agreement.**

That this be received and approved and that the Chief Officer be authorised to instruct and complete the insurance renewal, returning confirmation to the next meeting of the Council. That the Chief Officer be authorised to amend policy schedule following amendment of the asset register.

RESOLVED.

- 3. To receive the following policies and agree to adopt them.**

i. Co-option Policy.

That this be received, the line "Former employees of the Council will not be considered for co-option under this item" be deleted and the policy be adopted.

RESOLVED.

ii. Risk Assessment (including Financial Risk Assessment).

That this be adopted.

RESOLVED.

iii. Investment Policy and Strategy.

That these be received and adopted.

RESOLVED.

iv. Reserves Policy.

That this be received, the second and the third sentences in the paragraph "Earmarked Reserves" be amended to "Any decision to set up a reserve must be made by Full Council. Expenditure from reserves can only be authorised by Full Council.", that the office review current policies to ensure consistent wording Council/Full Council, and that the policy be adopted.

RESOLVED.

v. Staffing Committee Terms of Reference.

To amend section 2a to "The committee will comprise of 6 members of the City Council." and section 8 to "The Staffing committee will supervise and implement training for staff and participate in training Councillors.

Proposal **FAILED**, with 4 votes in favour, 5 against and 1 abstention.

That this be received and adopted as written.

RESOLVED.

vi. Records Management and Document Retention Policy.

That this be received and adopted.

RESOLVED.

vii. Alderman T F Spence Committee Terms of Reference.

That this be received and adopted.

RESOLVED.

viii. Asset Policy.

That this be received and adopted.

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| | RESOLVED. |
| 38/25 | <p>To receive correspondence and agree appropriate action:</p> <ol style="list-style-type: none"> 1. Email dated 21st February 2025 – Yorkshire Water sewerage works Fisher Green. That RCC contact Yorkshire Water and ask them to address the matter. RESOLVED. 2. Email dated 13th February 2025 – Town and Parish Survey for North Yorkshire Council Gypsy and Traveller Accommodation Assessment. Cllr Horton noted that he had completed the survey. 3. Email dated 10th February 2025 – New Settlement (Maltkiln) Development Plan Document – Main Modifications Consultation. That RCC support New Settlement (Maltkiln) Development Plan Document. RESOLVED. 4. Email dated 13th February 2025 – Sports Facilities Research. That Cllr Camplejohn be asked to investigate the matter. RESOLVED. 5. Email dated 10th February 2025 – The Communities Innovating Yorkshire Fund. That this be received and noted. RESOLVED. 6. Email dated 24th February 2025 – Ripon Grammar School – Examinations contingency planning. That RCC may offer Hugh Ripley Hall as a venue, subject to no prior bookings. RESOLVED. |
| 39/25 | <p>To consider a twinning request. That RCC accept or at least investigate the request. RESOLVED.</p> |
| 40/25 | <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 25th November 2024. That the minutes be received. RESOLVED. |
| 41/25 | <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. |
| 42/25 | <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 Brodigan advised that Ripon City Youth Council has been established with 10 members. The first meeting of Youth Council will take place on Monday, 31st March in the Council Chamber. Regarding the Uredale Partnership, Cllr Brodigan reported that she has been tasked with matters related to access to services matter and suggested that any Councillors aware of issues with access to services contact her. Both Cllrs Brodigan and Williams attended the opening of the refurbished Fire & Rescue Services and Police station. |

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| | <p>Cllr Williams confirmed that Firby Lane has been included in the Highways capital programme for the 2025-26 year, advised that he addressed the issue of overgrown ivy at the cemetery and raised concerns about lack of police drop-in facilities in Town Hall, requesting that this matter be included on the agenda for the next meeting of the Council.</p> <ol style="list-style-type: none">2. Reports from members and/or the Chief Officer on external organisations; None.3. Report from Ripon Together; None.4. Report from Ripon Bid; It was noted that Ripon Bid is working with North Yorkshire Council to bring the Giant Wheel to Ripon in April.5. Mayoral Announcements. None. |
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With business concluded the Chairman closed the meeting at 7:58pm.

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

Dated 7/4/2025

Planning matters:

Planning applications as listed below to be considered and responses agreed to the consultations being carried out by the Planning Authority.

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>

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| ZC25/00378/KIOSK | <p>BT consultation on the proposed removal of public payphone services and lock the kiosks. Telephone Box Lark Lane Ripon North Yorkshire ZC25/00378/KIOSK BT consultation on the proposed removal of public payphone services and lock the kiosks. Telephone Box Lark Lane Ripon North Yorkshire</p> <p>That RCC strongly object to this application from a public safety perspective and that it considers that one kiosk with payphone services must remain available for the public in case of any emergency situations. RESOLVED.</p> |
| ZC25/00450/DVCON | <p>Section 73 application for the Variation of Condition 9 (Hours of operation) of Planning Permission 23/00750/FUL (Change of use of individual industrial unit within block A from class E (g), B2 And B8 use to class E (d), together with the provision of 6 car parking spaces) to allow change in hours of operation. Crossfit Ripon Unit 1 Block A Charter Road Ripon North Yorkshire HG4 1AJ ZC25/00450/DVCON Section 73 application for the Variation of Condition 9 (Hours of operation) of Planning Permission 23/00750/FUL (Change of use of individual industrial unit within block A from class E (g), B2 And B8 use to class E (d), together with the provision of 6 car parking spaces) to allow change in hours of operation. Crossfit Ripon Unit 1 Block A Charter Road Ripon North Yorkshire HG4 1AJ</p> <p>That RCC object to this application due to the potential impact on residential amenities of neighboring houses. RESOLVED.</p> |
| ZC25/00308/PCBSR | <p>Prior notification for the change of use of existing commercial building to provide 1no. dwelling (Class C3). Building To Rear Of 13 North Street Ripon North Yorkshire ZC25/00308/PCBSR Prior notification for the change of use of existing commercial building to provide 1no. dwelling (Class C3). Building To Rear Of 13 North Street Ripon North Yorkshire</p> <p>That RCC do not object to this application. RESOLVED.</p> |
| ZC25/00501/FUL | <p>The retention and alteration of an existing building to create 3no. separate buildings and the erection of an extension to link one of those buildings to the main dwellinghouse. 40 Harrogate Road Ripon North Yorkshire HG4 1SU ZC25/00501/FUL The retention and alteration of an existing building to create 3no. separate buildings and the erection of an extension to link one of those buildings to the main dwellinghouse. 40 Harrogate Road Ripon North Yorkshire HG4 1SU</p> <p>That RCC do not object to this application. RESOLVED.</p> |