



## COUNCIL OF THE CITY OF RIPON MINUTES OF A MEETING OF THE HUGH RIPLEY HALL COMMITTEE

**Date:** Monday 10<sup>th</sup> March 2025  
**Time:** 6.00pm  
**Location:** Council Chamber, Town Hall, Ripon.

**Present:**  
Cllr Duncan (Deputy Chairman)  
Cllr Brodigan  
Cllr Horton  
Cllr Flatley  
Cllr Hardisty

**In attendance:** Leah Crawford – Administrator

### MINUTES

1/25	<p>i. To receive apologies; None.</p> <p>ii. To approve reasons for absence.</p>
2/25	<p>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.</p> <p>None.</p>
3/25	<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.</p> <p>None</p>
4/25	<p>To approve the Minutes of the last Meeting held on 16<sup>th</sup> December 2024.</p> <p>That these be approved as a true and accurate record of proceedings.</p>
5/25	<p><b>Financial Matters</b></p> <p>1. To receive the income and expenditure report dated 1<sup>st</sup> December 2024 - 28<sup>th</sup> February 2025. Received and noted.</p> <p>2. To receive the list of payments for the period 1<sup>st</sup> December 2024 – 28<sup>th</sup> February 2025. Received and noted.</p> <p>3. To receive an update on outstanding sales invoices. Members were advised that North Yorkshire Active have not yet paid their invoices for room hire for the period of January – March 2025. Purchase orders have been received by RCC from North Yorkshire Council for both overdue payments, but North Yorkshire Council invoice department have advised that they have not had the invoices submitted to them by Active North Yorkshire.</p> <p>4. To receive an update on PPL/PRS and agree appropriate action. Members were advised that an agreement was made with Active North Yorkshire (formerly Brimham's) for them to pay the PPL PRS music licence fee for their classes at Hugh Ripley Hall. This fee has not been paid for the period of 2023-2024 and the period of 2024-2-25. Members resolved for RCC to send an email to the Assistant Director of Culture, Leisure, Archives &amp; Libraries in order to get this issue resolved.</p> <p>5. To receive and note the invoice in respect of the alarm maintenance and monitoring contract for 2025-26. Received and noted.</p>
6/25	<p><b>Maintenance</b></p> <p>1. To receive an update on routine maintenance undertaken together with any</p>

	<p><b>scheduled work.</b> Members were advised that the fire service is scheduled to take place in March and that all other routine maintenance is up to date.</p> <p><b>2. To receive a caretakers report.</b> Received and noted.</p> <p><b>3. To consider the maintenance of overgrown foliage and agree appropriate action.</b> Members resolved that RCC are to obtain a quote from Alan Stainton.</p> <p><b>4. To consider obtaining quotes to restore the area adjacent to the accessible toilet.</b> Members resolved that RCC are to obtain quotes for this work.</p> <p><b>5. To consider any other maintenance issues and agree appropriate action.</b> None.</p>
<b>7/25</b>	<p><b>General Matters</b></p> <p><b>To receive information on the following matters and agree appropriate action;</b></p> <p><b>1. An update on Active North Yorkshire.</b> Members were advised that Active North Yorkshire are due to move back to the leisure centre at some point this summer, but no confirmed date has yet been given. Members resolved that RCC would send an email to the Assistant Director of Culture, Leisure, Archives&amp; Libraries to determine if a fixed date has been set.</p> <p><b>2. An update on other regular users and bookings.</b> Members were advised that all other regular users are continuing as normal with their bookings and that RCC will be sending them all an email to confirm their bookings for the next quarter along with a music form for them to confirm their music usage for PPL PRS.</p> <p><b>3. To receive the Hugh Ripley Hall Operations Manual.</b> Received and noted. Adjustment to be made to the pricing structure for 2025 to reflect the 10% increase.</p>
<b>8/25</b>	<p><b>To note the date of the next meeting.</b> Members were advised that the next scheduled meeting is 16<sup>th</sup> June 2025. This was received and noted.</p>