



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

Date: 7th July 2025

Time: 6:00pm

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

Present:

Cllr J Crozier

Cllr A Williams

Cllr J Bate

Cllr C Hardisty

Cllr P McHardy

Cllr P Horton

Cllr T Duncan

Cllr S Flatley

Cllr J Martin-Long

Cllr S Hawke

The Right Worshipful the Mayor

In Attendance

Deputy Clerk,

Senior Administration Officer

Five members of the public.

One press representative.

Prior to the start of the meeting Bishop Anna Eltringham said prayers.

96/25	<p>1. To receive apologies; Apologies were received from Cllrs Brodigan and Camplejohn.</p> <p>2. To approve reasons for absence. Reasons for absence were not approved.</p>
97/25	<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.</p> <p>Cllrs Williams declared an interest in anything that may come before him 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> <p>Cllr Williams also declared a non-prejudicial interest on the agenda item 110/25.</p>
98/25	<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>A member of the public spoke about North Yorkshire Local Plan, specifically in relation to the role of Ripon Market.</p> <p>A member of the public made a representation regarding the Springfield Close planning application (Land comprising field at 430655 472220), particularly in relation</p>

	to the increased development size compared to the previous applications and its potential impact on the nearby heritage asset, Prospect House. A member of the public spoke in support of the installation of a bronze statue of the Ripon Hornblower.								
99/25	To consider and approve the Minutes of the Meeting held on the 2nd June 2025. That these be approved as a true and accurate record of proceedings held. RESOLVED.								
100/25	Finance, Policies and Governance Matters <ol style="list-style-type: none"> To receive the Income and Expenditure report for the period ending 31st May 2025. That this be received. RESOLVED. To receive the list of payments for the following period <ol style="list-style-type: none"> 1st May 2025 to 31st May 2025. That this be received. RESOLVED. To note that the bank reconciliations for the period 31st May 2025 have been signed in accordance with the requirements of Financial Regulations. That this be noted. RESOLVED. To receive the following draft policies and to consider their adoption: <ol style="list-style-type: none"> Emergency Plan for Ripon That this be adopted. RESOLVED. Redaction Policy. That this be adopted. RESOLVED. To review the following policies and agree appropriate action: <ol style="list-style-type: none"> Media Policy. That this be retained as written. RESOLVED. Social Media Policy. That reference to Twitter be removed from the policy only and it be otherwise be retained as written. RESOLVED. 								
101/25	Small Grants and Partnership Funding <ol style="list-style-type: none"> To receive the Small Grant's Applications detailed below and agree appropriate action. <table border="1"> <thead> <tr> <th>Organisation</th><th>Amount Requested</th></tr> </thead> <tbody> <tr> <td>Ripon City Panthers Junior Football Club</td><td>£1,000</td></tr> <tr> <td>Ripon City Photographic Society</td><td>£570</td></tr> <tr> <td>Ripon Young Musicians</td><td>£400</td></tr> </tbody> </table> 	Organisation	Amount Requested	Ripon City Panthers Junior Football Club	£1,000	Ripon City Photographic Society	£570	Ripon Young Musicians	£400
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	<p>That these applications be received and the grants awarded in the sums requested.</p> <p>RESOLVED.</p> <p>2. To receive an update on resolution 79/25/4 on the St Wilfrid's Procession Committee application, that the organisation has agreed to meet the terms of the SLA for the provision of free rides.</p> <p>That this be noted.</p> <p>RESOLVED.</p>
102/25	<p>To receive an Email dated 19th May 2025 – North Yorkshire Council, North Yorkshire Local Plan: our first conversation Local Plan and to agree to formulate a response.</p> <p>It was noted that the original Harrogate Borough Council Local Plan shows 5 potential housing sites in Ripon. All these sites are situated in the northern and western quadrants of Ripon, all creating potential and substantial increases in motor traffic passing through the city.</p> <p>That RCC write to North Yorkshire Council with a comment on housing development, noting that any further development should be concentrated in areas adjacent tot the existing A61 by-pass road so that journeys out of Ripon to the north, south and east do not pass through the city centre. There are four parcels of land that could be suitable for possible development. Consideration should also be given to the building of new educational and medical facilities to cope with the increased population that will result from all these developments.</p> <p>RESOLVED.</p>
103/25	<p>To receive correspondence and agree appropriate action:</p> <p>1. Email dated 13th June 2025 – Land comprising field at 430655 472220 Springfield Close, Ripon.</p> <p>That RCC object to this planning application due to the proposed development size.</p> <p>RESOLVED.</p> <p>2. Email and proposal dated 27th June 2025 – Bronze Statue of the Ripon Hornblower.</p> <p>That RCC support the idea in principle and agree to work with the proposer to support the delivery of the project.</p> <p>RESOLVED.</p>
104/25	<p>To consider inviting expressions of interest from Ripon community groups in respect of the donation of the RCC owned CPR dummies.</p> <p>That RCC invite expressions of interest from Ripon Community groups in respect of the donation of the RCC owned CPR dummies.</p> <p>RESOLVED.</p>
105/25	<p>1. To consider updating the constitution of the Alderman T F Spence Charity and to agree to appoint a legal advisor to review the revised draft scheme once produced.</p> <p>That the Chief Officer be authorised to engage with an external legal expert in Charity Law to allow the constitution to be reviewed and redrafted as appropriate, including reference to exploring extending the scope of the constitution to include the wider parish of Ripon.</p> <p>RESOLVED.</p>

	<p>2. To receive an update on negotiations with Lower Ure Conservation Trust, Full Council resolution 93/25 1. refers and to consider a request from the Alderman T F Spence Committee to commit up to £5,000 from the Alderman T F Spence Ear Marked reserve to be used as match funding in applications for funded activities, agreeing the creation of a Facebook alias, dedicated solely to the site at Quarry Moor to further community engagement.</p> <p>That RCC approve the Committee's request to commit up to £5,000.00 from the Alderman T F Spence Ear Marked reserve, to be used as match funding in support of future funding applications.</p> <p>That a dedicated Facebook alias be created solely for Quarry Moor to further community engagement.</p> <p>RCC expressed thanks to both Cllr Duncan and the local contractor for their efforts in saving the public quite a significant amount of money in relation to the temporary car park repairs.</p> <p>RESOLVED.</p>
106/25	<p>To receive the minutes from the following committees for information:</p> <p>1. Hugh Ripley Hall Committee – minutes dated 10th March 2025.</p> <p>That these be received.</p> <p>RESOLVED.</p> <p>2. Alderman T F Spence Committee – minutes dated 19th May 2025.</p> <p>That these be received.</p> <p>RESOLVED.</p>
107/25	<p>Planning matters:</p> <p>1. To consider planning matters as detailed overleaf;</p> <p>2. To receive the planning appendix.</p> <p>That this be received.</p> <p>RESOLVED.</p>
108/25	<p>To receive the following verbal reports:</p> <p>1. Reports from North Yorkshire County Councillors if appropriate – for information only;</p> <p>Cllr Williams advised that the government's five-year spending review anticipates an average annual increase of 4.99% in council tax and aims to address funding disparities in deprived areas. This will entail North Yorkshire Council redirecting £14 million in the next financial year to benefit more deprived area.</p> <p>North Yorkshire Council have agreed to a three-month extension of the trial market stall-for-free scheme.</p> <p>Cllr Williams reported on a constructive meeting with the new Cabinet Member for Highways and expressed optimism regarding potential further investment in the Capital Programme.</p> <p>2. Reports from members and/or the Chief Officer on external organisations;</p> <p>None.</p> <p>3. Report from Ripon Together;</p> <p>None.</p> <p>4. Report from Ripon Bid;</p>

	<p>Cllr Williams noted that there was a 60.5% increase in footfall from April 2025 to May 2025 and there a 26.6% increase compared to the year-to-date average.</p> <p>5. Mayoral Announcements.</p> <p>None.</p>
109/25	<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>Noting that the nature of the exempt information as defined is in respect of the consideration of professional advice received, tenders, leases and acquisition of assets.</p> <p>That the press & public be excluded in accordance with the Public Bodies Admissions to Meetings Act 1960.</p> <p>RESOLVED.</p>
	<p>18:47 – Meeting suspended.</p> <p>18:56 – Meeting resumed.</p>
110/25	<p>Commercial Matters - To receive an update on Double Devolution and to agree appropriate action.</p> <p>That RCC instruct the Chief Officer, in consultation with the Mayor and the Leader of the Council, to appoint legal representatives to enter into more detailed discussions and negotiations over the terms of the lease, including the following points:</p> <ul style="list-style-type: none"> • That RCC should be able to obtain freehold of the building at a cost of £1 at any point during the lease period, should RCC wish to do so. • That LTA protection be retained in full to ensure RCC's renewal rights under the Landlord and Tenant Act 1954. • That RCC be permitted to undertake internal alterations, subject to professional advice from Heritage Consultants and any necessary planning consent. • To identify what level of resources is available to RCC. <p>That RCC obtain quotes for the painting of the frontage of Town Hall.</p> <p>That the Chief Officer explores potential funding options.</p> <p>That, following ongoing negotiations between RCC's legal advisers and North Yorkshire Council, the final document be brought back to Council for members to consider and resolve upon.</p> <p>RESOLVED.</p>
111/25	<p>To consider quotations received in respect of works required to the Cabmen's shelter and to agree to award the contract for external decoration.</p> <p>That Alfred Bagnall & Sons Ltd be appointed to carry out the work.</p> <p>That warranty details be clarified and the information circulated to all members.</p> <p>RESOLVED.</p>

112/25	<p>To receive an update on the refurbishment of the telephone kiosks and to consider the quotations received in respect of a Hornblower penny press and agree appropriate action.</p> <p>That RCC proceed with the profit-sharing offer from Janet & John, subject to final designs being circulated to all members and no strong objections being raised.</p> <p>RESOLVED.</p>
113/25	<p>To receive proposals from the council's contractor in respect of the Christmas Lighting scheme for the 2025 season and agree appropriate action.</p> <p>Cllr Williams confirmed that a financial donation from Ripon Bid will be received by the Council, as in previous years.</p> <p>That RCC proceed with the installation of the letters "Ripon" and a star on one side of the Christmas Tree.</p> <p>RESOLVED</p>

With business concluded the Chairman closed the meeting at 7:36pm.

Signed



The Right Worshipful the Mayor of Ripon.

Dated 28TH JULY 2025.

107/25	<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:</i> https://www.northyorks.gov.uk/planning-and-conservation/view-and-comment-planning-applications/view-and-comment-planning-applications-your-area</p>
HGTZC24/00768/FULMAJ	<p>Erection of 13no. dwellinghouses and associated works including landscaping, access road linked with an existing turning head and provision of air source heat pumps. Land To North Of Athelstan Court Kearsley Road Ripon HG4 2RN ZC24/00768/FULMAJ Erection of 13no. dwellinghouses and associated works including access road and landscaping Land To North Of Athelstan Court Kearsley Road Ripon HG4 2RN That RCC do not object to this application. RESOLVED.</p>
DCPARISH 25/01521/ADV	<p>Fascia sign front & side elevation sign 15 Marshall Way Ripon North Yorkshire HG4 2BT 25/01521/ADV Fascia sign front & side elevation sign 15 Marshall Way Ripon North Yorkshire HG4 2BT That RCC do not object to this application. RESOLVED.</p>
DCPARISH 25/01523/FUL	<p>Conversion of existing outbuilding conversion to habitable use ancillary to dwelling known as Hillside. Hillside Little Studley Road Ripon North Yorkshire HG4 1HD 25/01523/FUL Conversion of existing outbuilding conversion to habitable use ancillary to dwelling known as Hillside. Hillside Little Studley Road Ripon North Yorkshire HG4 1HD That RCC do not object to this application. RESOLVED.</p>
DCPARISH 25/01520/FUL	<p>Shopfront repair & refurbishment, new signage 15 Marshall Way Ripon North Yorkshire HG4 2BT 25/01520/FUL Shopfront repair & refurbishment, new signage 15 Marshall Way Ripon North Yorkshire HG4 2BT That RCC do not object to this application. RESOLVED.</p>
DCPARISH 25/01527/FUL	<p>Demolition of single storey summer room to rear of property and replacement with a 2 storey extension with a dutch gable end (non hip). Conversion of summer room/ dining room to a dining kitchen and the conversion of old kitchen to a reception room/study plus utility room and bathroom. Creation of new master bedroom and ensuite within the new extension above the dining kitchen. Partition of existing master bedroom into 2 smaller bedrooms, creation of stairway into the attic and conversion of attic space into one large bedroom and one smaller guest bedroom/study plus a bathroom with additional velux windows. Removal of 2 existing chimneys and replacement of all old secondary glazed wood frame sash windows with modern double glazed upvc windows. Addition of up to 10 solar panels on the south east and south west facing roof aspects. 11 Bishopton Lane Ripon North Yorkshire HG4 2QN 25/01527/FUL Demolition of single storey summer room to rear of property and replacement with a 2 storey extension with a dutch gable end (non hip). Conversion of summer room/ dining room to a dining kitchen and the conversion of old kitchen to a reception room/study plus utility room and bathroom. Creation of new master bedroom and ensuite within the new extension above the dining kitchen. Partition of existing master bedroom into 2 smaller bedrooms, creation of stairway into the attic and conversion of attic space into one large bedroom and one smaller guest bedroom/study</p>

	<p>plus a bathroom with additional velux windows. Removal of 2 existing chimneys and replacement of all old secondary glazed wood frame sash windows with modern double glazed upvc windows. Addition of up to 10 solar panels on the south east and south west facing roof aspects. 11 Bishopton Lane Ripon North Yorkshire HG4 2QN</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>
DCPARISH 6.31.676.I.LB 25/01837/LB	<p>Listed Building application for internal works to improve the energy efficiency of the building with the use of lime render, plasterboard, wood wool fibre, insulating fibre, first floor plasterboard ceiling, and installation of breathable membrane and new battens to roof.</p> <p>Ripon City Band Room 1A High St Agnesgate Ripon North Yorkshire HG4 1QR</p> <p>25/01837/LB Listed Building application for internal works to improve the energy efficiency of the building with the use of lime render, plasterboard, wood wool fibre, insulating fibre, first floor plasterboard ceiling, and installation of breathable membrane and new battens to roof. Ripon City Band Room 1A High St Agnesgate Ripon North Yorkshire HG4 1QR</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>
DCPARISH 25/01420/FUL	<p>Alterations to derelict property to make it habitable, including erection of rear and side extension. Removal of trees and leylandii hedge, landscaping to front garden to allow for off street parking. Installation of solar panels.</p> <p>81 Clotherholme Road Ripon North Yorkshire HG4 2DN</p> <p>25/01420/FUL Alterations to derelict property to make it habitable, including erection of rear and side extension. Removal of trees and leylandii hedge, landscaping to front garden to allow for off street parking. Installation of solar panels. 81 Clotherholme Road Ripon North Yorkshire HG4 2DN</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>
DCPARISH 25/01621/LB	<p>Re-roofing and valley gutter works</p> <p>Ripon Grammar School 16 Clotherholme Road Ripon North Yorkshire HG4 2DG</p> <p>25/01621/LB Re-roofing and valley gutter works Ripon Grammar School 16 Clotherholme Road Ripon North Yorkshire HG4 2DG</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>
DCPARISH25/01762/ADV	<p>Advertisement consent application for 1no. set of acrylic letters to existing timber fascia and 1no. projecting sign.</p> <p>13 Market Place Ripon North Yorkshire HG4 1BP</p> <p>25/01762/ADV Advertisement consent application for 1no. set of acrylic letters to existing timber fascia and 1no. projecting sign 13 Market Place Ripon North Yorkshire HG4 1BP</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>
DCPARISH 25/01683/FUL	<p>Improvement to the existing retail store, including alterations to access steps, creation of lowered courtyard with retaining wall and railings, application of render and timber-effect cladding to west elevation, erection of bin-store, changes to fenestration and installation of canopy.</p> <p>20 Fishergate Ripon North Yorkshire HG4 1DY</p> <p>25/01683/FUL Improvement to the existing retail store, including alterations to access steps, creation of lowered courtyard with retaining wall and railings, application of render and timber-effect cladding to west elevation, erection of bin-store, changes to fenestration and installation of canopy. 20 Fishergate Ripon North Yorkshire HG4 1DY</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>

	DCPARISH 25/01763/LB	<p>Listed Replace Consent application to replace the external signage to the front elevation. 13 Market Place Ripon North Yorkshire HG4 1BP 25/01763/LB Listed Replace Consent application to replace the external signage to the front elevation. 13 Market Place Ripon North Yorkshire HG4 1BP That RCC do not object to this application. RESOLVED.</p>
	DCPARISH 25/02080/PCBSR	<p>The rear part of the shop is a 2 storey unit comprising storage at ground floor and staff area at first floor, this will be converted into a 2 storey dwelling of 2 bedrooms size. 6 Queen Street Ripon North Yorkshire HG4 1EG 25/02080/PCBSR The rear part of the shop is a 2 storey unit comprising storage at ground floor and staff area at first floor, this will be converted into a 2 storey dwelling of 2 bedrooms size. 6 Queen Street Ripon North Yorkshire HG4 1EG That RCC do not object to this application. RESOLVED.</p>