



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

Date: 8th September 2025

Time: 6:00pm

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

Present

Cllr G Camplejohn – Deputy Mayor

Cllr A Williams

Cllr C Hardisty

Cllr P McHardy

Cllr P Horton

Cllr T Duncan

Cllr S Flatley

Cllr J Martin-Long

Cllr S Hawke

Cllr B Brodigan

Cllr J Bate

In Attendance

Chief Officer

Administrator

Members of public

Two press representatives

Prior to the start of the meeting Canon Michael said prayers.

121/25	<p>1. To receive apologies; Apologies were received from Cllr Crozier.</p> <p>2. To approve reasons for absence. Reasons for absence were approved.</p>
122/25	<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>Cllr Horton declared an interest in agenda item 128-25 due to living in this area and it being his main route in and out of Ripon.</p> <p>Cllrs Williams and Brodigan 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 Camplejohn declared an interest in agenda item 126-25 as he is involved in Ripon City Football Club's management committee.</p>

123/25	<p>1. To receive a Petition. That this be received.</p> <p>2. 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 plan.</p> <p>A member of the public spoke about the construction at the Taylor Wimpey development at Fountains Walk particularly in relation to the health and safety around the volume of HGV's and the breaches that they are making.</p> <p>A member of the public spoke about the Ripon Bid's art project, specifically regarding Fountains Abbey and Newby Hall not being in Ripon and also Ripon Bid's campaigning phase for the second term Bid ballot.</p> <p>A member of the public spoke about the HGV's involved with the Taylor Wimpey development at Fountains Walk and the air pollution associated with the number of HGV's passing through the area.</p> <p>A member of the public spoke about the Taylor Wimpey development at Fountains walk in relation to the sinking road outside his home that is being made worse due to the volume of HGV's passing through.</p>
128/25	<p>The Chair of the meeting brought this item forward to allow for members of the public to leave after this item if they wish to do so and not have to wait until other items of council business are dealt with.</p> <p>To receive correspondence relating to the construction generated by the Taylor Wimpey development at Fountain's Walk, Ripon and to agree appropriate action.</p> <p>That RCC write to planning enforcement at North Yorkshire Council to ask them to rigorously enforce the planning conditions attached to the Taylor Wimpey planning consent and that Taylor Wimpey be forced to install a wheel wash immediately to prevent much of the mud going on to the road and that they undertake their obligations as the primary contractor, who are contracting the sub-contractors, to manage them properly and to ensure that they are regularly inspecting the Tachograph records of the vehicles travelling along Whitcliffe Lane and ensuring that any contractor who travels in excess of the speed limit is removed from working on the contract.</p> <p>That RCC write to the police and crime commissioner regarding the level of disobedience of the HGV's on Whitcliffe Lane.</p> <p>RESOLVED.</p>
	<p>Cllr Camplejohn paused the meeting at 18:29 to allow members of the public to leave following item 128/25.</p>
124/25	<p>To consider and approve the Minutes of the Meeting held on the 28th July 2025.</p> <p>That these be approved as a true and accurate record of proceedings held.</p> <p>RESOLVED.</p>
125/25	<p>Finance and Governance Matters</p> <p>1. To receive the Income and Expenditure report for the period ending 31st July 2025. That this be received. RESOLVED.</p> <p>2. To receive the list of payments for the following period</p>

	<p>i. 1st June 2025 to 31st July 2025. That this be received. RESOLVED.</p> <p>3. To note that the bank reconciliations for the period ending 31st July 2025 have been signed in accordance with the requirements of Financial Regulations. That this be noted. RESOLVED.</p>
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126/25	<p>Small Grants and Partnership Funding</p> <p>1. To receive the Small Grant's Applications detailed below and agree appropriate action.</p> <table border="1"> <tr> <th>Organisation</th><th>Amount Requested</th></tr> <tr> <td>Age UK</td><td>£900.00</td></tr> <tr> <td>Dementia Forward</td><td>£520.00</td></tr> <tr> <td>Ripon City FC</td><td>£1,000.00</td></tr> </table> <p>That these applications be received and the grants awarded in the sums requested. That Age UK will ringfence the money in their finance department, code it to Ripon and allocate the money to the budget for the person who works in Ripon to pay them. RESOLVED.</p>	Organisation	Amount Requested	Age UK	£900.00	Dementia Forward	£520.00	Ripon City FC	£1,000.00
Organisation	Amount Requested								
Age UK	£900.00								
Dementia Forward	£520.00								
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127/25	<p>To consider the Democratic Arrangements detailed in Standing Order 27. and to agree appropriate action.</p> <p>The Chief Officer advised that members make a formal request to the Mayor to call an extraordinary meeting of Full Council with this item on the agenda.</p>								
129/25	<p>To receive an email regarding conditions on Somerset Row and the Skellgates and agree appropriate action.</p> <p>That RCC write to North Yorkshire Council and environmental health to enforce regular street waste collections in these areas. RESOLVED.</p>								
	Cllr Bate left the meeting at 19:00.								
130/25	<p>To receive correspondence and agree appropriate action:</p> <p>1. Letter dated 26th June 2025 – North Yorkshire Council ‘Second Release of Information on the North Yorkshire Local Plan ‘Call for Sites’. That this be received. RESOLVED.</p> <p>2. Email dated 30th July 2025 – Ripon Bid. That RCC support the project that the BID are proposing. RESOLVED.</p> <p>3. Email dated 7th August 2025 – Ripon Bid. That RCC support the BID as they approach re-ballot. RESOLVED.</p> <p>4. Email dated 20th August 2025 - Licensing Act 2003 – Annual Fees for premises licences and club premises certificates. That this be received. RESOLVED.</p>								

131/25	<p>To receive the expressions of interest received from Ripon community groups in respect of the donation of the RCC owned CPR dummies.</p> <p>That the dummies are allocated to applicants 1 and 3 and not applicant 2 on the basis that this applicant is not from a community group.</p> <p>RESOLVED.</p>
132/25	<p>To consider the formation of a working group to review the council's position on Civic matters and agree a remit and membership numbers.</p> <p>To set up a working group to explore the civic matters of the council.</p> <p>RESOLVED.</p> <p>Members that will make up the Civic working group are Cllrs McHardy, Hawke, Duncan, Martin-Long and Hardisty.</p>
133/25	<p>To receive the Asset Policy (amended) and to consider its adoption.</p> <p>That this be received and adopted.</p> <p>RESOLVED.</p>
134/25	<p>To receive notification of the change to the operations of the public toilets in Ripon and the availability of accessible toilets in Ripon and to agree appropriate action.</p> <p>That this be received.</p> <p>RESOLVED.</p>
135/25	<p>To receive a request to support a significant event from the RAF Air Cadets and to agree appropriate action.</p> <p>That RCC support the event and that any costs (road closure and first aid) are taken from the events reserve.</p> <p>RESOLVED.</p>
136/25	<p>To receive an update on negotiations with Lower Ure Conservation Trust, Full Council resolution 93/25 1.</p> <p>That this be received.</p> <p>RESOLVED.</p>
137/25	<p>To consider the recommendations from the Alderman T F Spence Committee for co-option of non-voting members and to formalise co-option.</p> <p>That RCC accept the proposal from the Alderman T F Spence Committee to co-opt the non-voting members to the committee.</p> <p>RESOLVED.</p>
138/25	<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 9th June 2025. <p>That these be received.</p> <p>RESOLVED.</p>
139/25	<p>Planning matters:</p> <ol style="list-style-type: none"> 1. To consider planning matters as detailed overleaf; 2. To receive the planning appendix. <p>That this be received.</p> <p>RESOLVED.</p> <ol style="list-style-type: none"> 3. To note the Council's decision to not object to planning application DCPARISH 25/02421/LB 20 Fishergate, Ripon, HG4 1DY for improvement to the existing retail store, including alterations to access steps, creation of lowered courtyard with retaining wall and railings,

	<p>application of render and timber-effect cladding to west elevation, erection of bin-store, changes to fenestration and installation of canopy.</p> <p>That this be noted.</p> <p>RESOLVED.</p>
140/25	<p>To receive the following verbal reports:</p> <ol style="list-style-type: none"> 1. Reports from North Yorkshire County Councillors if appropriate – for information only; Cllr Brodigan advised that the new home-to-school transport policy only allows for free transport to nearest school to home address. Cllr Brodigan advised that the Youth Council is working very well, they helped with the Summer Fun Fest, they have organised an inter school football match between the two Ripon secondary schools, organised cake sale to raise their own funds as they have to be self-funded and they are going to trial a political literacy committee that has been developed and it will be delivered into schools and youth clubs. 2. Reports from members and/or the Chief Officer on external organisations; None. 3. Report from Ripon Together; None. 4. Report from Ripon Bid; None. 5. Mayoral Announcements. None.
141/25	<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 and events which include the following;</p> <p>That the press & public be excluded in accordance with the Public Bodies Admissions to Meetings Act 1960.</p> <p>RESOLVED.</p>
142/25	<p>Commercial Matters;</p> <ol style="list-style-type: none"> 1. To receive an update on Double Devolution and to agree appropriate action; Cllr Williams and the Chief Officer met with Rachel Joyce from North Yorkshire Council on 13th August, where she advised that certain matters were going through legal and other routes within the council and that she would provide an update in due course and the matters would be taken to the executive in September and the developments that they have made internally and once

	<p>they have been received at North Yorkshire Council formally they will then be shared with RCC. There was confirmation of £65,000 of funding to fund the business case subject to confirmation by the executive.</p> <p>2. To receive an update on the appointment of a legal advisor and report on initial discussions held.</p> <p>The Chief Officer advised that she has had two teams meetings with solicitor Wellers Hedley. The person the Chief Officer has been liaising with is Roger Taylor who edited the local government administration, yellow bible in local government law. The Chief Officer is yet to receive written proposals, but there was a discussion regarding the Alderman T F Spence Charity and whether it would be appropriate to extend the scope to cater for anything that double devolution might bring and their initial advise was that the Alderman T F Spence charity should be left alone to manage the land at Quarry Moor, but that the constitution of the charity, the scheme document is out of date and incorrect and they are due to come back with a quote to look at that piece of work.</p> <p>It was then discussed about creating a new community interest organisation and another sole corporate trustee charity where RCC would be the sole corporate trustee in a second charity which would be tied into the creation of a community interest organisation so that Full Council would still retain control of the charitable activities and then hive off commercial activities and daily business to a community interest organisation. The creation of the particular vehicles for this purpose is more appropriate for the turning of the Town Hall into a business and commercial venture was the advise that the Chief Officer received from the solicitors.</p> <p>RESOLVED.</p>
143/25	<p>To receive the Internal Audit 2025-26 Terms of Engagement letter dated 10th July 2025 and to agree to appoint April Skies Accounting for the financial year dated 2025-26.</p> <p>That the quotation be accepted.</p> <p>RESOLVED.</p>
144/25	<p>To receive a request from a Freeman of the City and agree appropriate action.</p> <p>That RCC receive and reject the request. Cllr Williams did not take part in the vote.</p> <p>RESOLVED.</p>

139/25	<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>
25/02504/DVCMAJ	<p>Section 73 application to allow for Photovoltaic Panels on all dwellings, amended first floor window sill heights, corrections to boundary with commercial site and change of levels to Plots 8 & 9 through the variation of condition 2 (approved drawings) of Section 73 permission ZC24/02123/DVCMAJ in respect of the reserved matters permission</p>

	<p>21/02991/REMMAJ for the erection of 37 dwellings with details of appearance, landscaping and scale considered together with the creation of serviced employment plots (Use Class E(g)(iii) formerly B1c) pursuant to outline planning permission 18/04504/OUTMAJ.</p> <p>Please note trickle vents are now also to be incorporated in the window heads, those being provided to Units 13-29.</p> <p>Land At Hutton Bank Ripon North Yorkshire</p> <p>25/02504/DVCMAJ Section 73 application to allow for Photovoltaic Panels on all dwellings, amended first floor window sill heights, incorporation of trickle vents into window heads on Plots 13-29, corrections to boundary with commercial site and change of levels to Plots 8 & 9 through the variation of condition 2 (approved drawings) of Section 73 permission</p> <p>ZC24/02123/DVCMAJ in respect of the reserved matters permission</p> <p>21/02991/REMMAJ for the erection of 37 dwellings with details of appearance, landscaping and scale considered together with the creation of serviced employment plots (Use Class E(g)(iii) formerly B1c) pursuant to outline planning permission 18/04504/OUTMAJ. Land At Hutton Bank Ripon North Yorkshire</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>
25/02413/FUL	<p>Maintenance works to trees, parking areas and perimeter wall as follows: Crown reduction of two large trees (see plan - Trees T19 and T32), Maintenance to existing self-draining parking area, 3) Temporary removal of a street seat to repair the perimeter stone wall.</p> <p>Land Enclosed By Road The Crescent Ripon North Yorkshire</p> <p>25/02413/FUL Maintenance works to trees, parking areas and perimeter wall as follows: Crown reduction of two large trees (see plan - Trees T19 and T32), Maintenance to existing self-draining parking area, 3) Temporary removal of a street seat to repair the perimeter stone wall. Land Enclosed By Road The Crescent Ripon North Yorkshire</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>
DCPARISH 25/02615/LB	<p>Listed Building Consent for New external signage.</p> <p>1 Market Place Ripon North Yorkshire HG4 1BP</p> <p>25/02615/LB Listed Building Consent for New external signage 1 Market Place Ripon North Yorkshire HG4 1BP</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>
DCPARISH 25/01572/LB	<p>Listed building consent for the removal of 3no. existing antennas and installation of 3no. replacement antennas, installation of 6no. Remote Radio Units (RRUs), installation of 1no. GPS node, installation of 6no. Triplexors and ancillary development thereto.</p> <p>25/01572/LB Listed building consent for the removal of 3no. existing antennas and installation of 3no. replacement antennas, installation of 6no. Remote Radio Units (RRUs), installation of 1no. GPS node, installation of 6no. Triplexors and ancillary development thereto. Ripon Cathedral Minster Road Ripon North Yorkshire HG4 1QT</p> <p>That RCC do not object to this application.</p> <p>RESOLVED.</p>
DCPARISH 25/01571/FUL	<p>Removal of 3no. existing antennas and installation of 3no. replacement antennas, installation of 6no. Remote Radio Units (RRUs), installation of 1no. GPS node, installation of 6no. Triplexors and ancillary development thereto.</p> <p>Ripon Cathedral Liberty Court House Minster Road Ripon HG4 1QT</p> <p>25/01571/FUL Removal of 3no. existing antennas and installation of 3no. replacement antennas, installation of 6no. Remote Radio Units (RRUs), installation of 1no. GPS node, installation of 6no. Triplexors and ancillary development thereto. Ripon Cathedral Liberty Court House Minster Road Ripon HG4 1QT</p>

	That RCC do not object to this application. RESOLVED.
DCPCAMEN 6.31.28 62.B.COU 25/01270/COU	Conversion of residential care home (Use Class C2) and annexed flats to form single dwelling (Use Class C3). EXPANDED DESCRIPTION] Skell Lodge Residential Home South Crescent Ripon North Yorkshire HG4 1SN 25/01270/COU Conversion of residential care home (Use Class C2) and annexed flats to form single dwelling (Use Class C3). Skell Lodge Residential Home South Crescent Ripon North Yorkshire HG4 1SN That RCC do not object to this application. RESOLVED.
DCPARISH 25/02628/ADV	External signage 1 Market Place Ripon North Yorkshire HG4 1BP 25/02628/ADV External signage 1 Market Place Ripon North Yorkshire HG4 1BP That RCC do not object to this application. RESOLVED.
DCPARISH 25/02700/FUL	Proposed demolition of existing side extension and detached garage and erection of two storey side extension with replacement attached garage. Application of EWI Insulation and render system to external walls. Haven Cottage 25 Whitcliffe Lane Ripon North Yorkshire HG4 2JN 25/02700/FUL Proposed demolition of existing side extension and detached garage and erection of two storey side extension with replacement attached garage. Application of EWI Insulation and render system to external walls Haven Cottage 25 Whitcliffe Lane Ripon North Yorkshire HG4 2JN That RCC do not object to this application. RESOLVED.
DCPARISH 25/02180/LB	Listed building consent for replacement of two rotten wooden sash windows at the front. To be replaced with sash UPV the same as already there. Like for like. 1 St Marygate Ripon North Yorkshire HG4 1LX 25/02180/LB Listed building consent for replacement of two rotten wooden sash windows at the front. To be replaced with sash UPV the same as already there. Like for like. 1 St Marygate Ripon North Yorkshire HG4 1LX That RCC do not object to this application. RESOLVED.
DCPARISH 25/02823/FUL	Removal of existing hedgerow and replacement with new security fence and new hedgerow. Larkhill Nurseries Studley Road To Galphay Lane Ripon North Yorkshire HG4 2QR 25/02823/FUL Removal of existing hedgerow and replacement with new security fence and new hedgerow Larkhill Nurseries Studley Road To Galphay Lane Ripon North Yorkshire HG4 2QR That RCC do not object to this application. RESOLVED.
DCPARISH 25/02692/FUL	Small flat roofed rear extension with lantern light. 3 Mallorie Close Ripon North Yorkshire HG4 2QE 25/02692/FUL Small flat roofed rear extension with lantern light. 3 Mallorie Close Ripon North Yorkshire HG4 2QE That RCC do not object to this application. RESOLVED.
DCPARISH 25/02847/FUL	Replacement windows Borrage House Borrage Lane Ripon North Yorkshire HG4 2PZ 25/02847/FUL Replacement windows Borrage House Borrage Lane Ripon North Yorkshire HG4 2PZ That RCC do not object to this application. RESOLVED.

DCPARISH 25/02922/FUL	<p>Roof recovering works of the Martindale Building comprise of the following works; Removal of the existing slate roof covering, replacement of the dilapidated/damaged tiles with new 7mm thick Welsh Natural Slates with chamfered edges, replacement of damaged clay ridge and hip tiles with new to match the existing, removal of the 8nr rooflights to the roof and replacement with new from the Rooflight Conservation Company to match the existing size, fenestration and material.</p> <p>Ripon And District Hospital Firby Lane Ripon North Yorkshire HG4 2PR 25/02922/FUL Toof recovering works of the Martindale Building comprise of the following works; Removal of the existing slate roof covering, replacement of the dilapidated/damaged tiles with new 7mm thick Welsh Natural Slates with chamfered edges, replacement of damaged clay ridge and hip tiles with new to match the existing, removal of the 8nr rooflights to the roof and replacement with new from the Rooflight Conservation Company to match the existing size, fenestration and material. Ripon And District Hospital Firby Lane Ripon North Yorkshire HG4 2PR</p> <p>That RCC do not object to this application. RESOLVED.</p>
DCPARISH 25/02874/DVCON	<p>Section 73 application for variation of Condition 2 (approved plan) of planning permission HGTZC23/03975/FUL Single storey side and rear extension to allow for alterations to approved plans.</p> <p>30 Whitcliffe Lane Ripon North Yorkshire HG4 2JL 25/02874/DVCON Section 73 application for variation of Condition 2 (approved plan) of planning permission HGTZC23/03975/FUL Single storey side and rear extension to allow for alterations to approved plans. 30 Whitcliffe Lane Ripon North Yorkshire HG4 2JL</p> <p>That RCC do not object to this application. RESOLVED.</p>
DCPARISH 25/02953/LB	<p>New internal stud portion wall and painting to front bay.</p> <p>25 Westgate Ripon North Yorkshire HG4 2BQ 25/02953/LB New internal stud portion wall and painting to front bay 25 Westgate Ripon North Yorkshire HG4 2BQ</p> <p>That RCC do not object to this application. RESOLVED.</p>

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

Signed

Cllr G Camplejohn, Deputy Mayor.

Dated