



## OFFICIAL NOTICE OF A MEETING OF THE COUNCIL OF THE CITY OF RIPON

**Date:** 1<sup>st</sup> June 2026

**Time:** 6:00pm

**Location:** Town Hall, Market Place South, Ripon, HG4 1DD

To members of the Council:

You are summoned to attend a meeting of Ripon City Council for the purpose of determining the agenda items listed below:

Sally Taylor  
Chief Officer

27<sup>th</sup> May 2026

### AGENDA

**Prior to the commencement of the formal meeting prayers will be  
said by the Dean of Ripon**

	<b>Housekeeping note:</b> <ul style="list-style-type: none"><li>• Please ensure any mobiles are put on silent</li><li>• There are no planned fire drills, if the alarm does sound please make your way downstairs and out of the building to the Market Place</li></ul>
<b>94/26</b>	<b>i. To receive apologies; ii. To approve reasons for absence.</b>
<b>95/26</b>	<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>
<b>96/26</b>	<b>Members of the public are invited to question, seek clarification or make representation to members of the Council on any Agenda item.</b>
<b>97/26</b>	<b>To consider and approve the Minutes of the Meeting held: 6<sup>th</sup> May 2026 – pages 6-8 in councillors pack as a true and accurate record of proceedings held.</b>

<b>98/26</b>	<p><b>Transfer of Town Hall</b></p> <p>1. <b>To Receive</b> a verbal update from Rachel Joyce Assistant Chief Executive (Local Engagement) and agree appropriate action</p>
<b>99/26</b>	<p><b>Community Asset Transfers</b></p> <p>1. <b>To approve</b> delegated authority for the Deputy Chief Officer, in consultation with the Chief Officer, to take the necessary steps to explore, create and register a charitable fundraising vehicle for these projects, provisionally titled Ripon Civic Renewal Trust. <i>pages 9-12</i></p> <p>2. <b>To approve</b> a programme of public engagement days relating to the future use, management and development of the assets, to be held in July, August and September 2026. <i>pages 13-20</i></p>
<b>100/26</b>	<p><b>AGAR (Annual Governance and Accountability Return)</b></p> <p>1. <b>To approve</b> the Governance and Accounting statements for 2025-26 <i>pages 21-24</i></p> <p>2. <b>To receive</b> the year end accounting reports <i>pages 25-38</i></p> <p>3. <b>To receive</b> the year end internal audit report for 2025-26, noting the recommendations therein <i>pages 39-56</i></p>
<b>101/26</b>	<p><b>Financial Matters</b></p> <p>1. <b>To receive</b> the Income and Expenditure Report for the period 1<sup>st</sup> April 2026 to 30<sup>th</sup> April 2026. <i>Pages 57-61</i></p> <p>2. <b>To receive</b> the list of payments for the period 1<sup>st</sup> April 2026 to 30<sup>th</sup> April 2026. <i>Pages 62-64</i></p> <p>3. <b>To note</b> that the bank reconciliations to 30<sup>th</sup> April 2026 have been signed in accordance with Financial Regulations.</p> <p>4. To approve the annual subscription to Scribe Accounts and Bookings £1668.00 +VAT <i>Page 65</i></p> <p>5. <b>To consider</b> appointment of Internal Auditor for a further 5 years (confirmation received that rates are fixed for the full term) – We currently use Mulberry, obtaining quotes has proven very difficult, Mulberry have taken on several other clients in Yorkshire. <i>Pages 66-67</i></p> <p>6. <b>To approve</b> the movement of money (£10,638.99) from general reserves to the CIL Reserve as previously not ring fenced.</p>
<b>102/26</b>	<p><b>Policies</b></p> <p>1. <b>To review and approve</b> the Scheme of Delegation. <i>Pages 68-73</i></p> <p>2. <b>To adopt</b> the RCC IT Policy. <i>Pages 74-76</i></p> <p>3. <b>To adopt</b> the RCC Website Accessibility Statement. <i>Pages 77-81</i></p> <p>4. <b>To adopt</b> the date Safeguarding Children and Adults at Risk Policy. <i>Pages 82-93</i></p>
<b>103/26</b>	<p><b>Allotments</b></p> <p>1. <b>To recommend</b> that RCC increases allotment fees to £840 per year from £550 in line with inflation as of 01.05.2027. <i>Pages 94-97</i></p> <p>2. <b>To approve</b> the change in signatories for the deed of variation. <i>Pages 98-99</i></p>

104/26	<p><b>Freedom of the City</b>  <b>To discuss and agree</b> provision of visual recognition for holders of the Freedom of the City. <i>Page 100</i></p>
105/26	<p><b>National Emergency Briefing</b>  <b>To approve</b> the establishment of a Climate, Food and Community Resilience Working Group. <i>Pages 101-103</i></p>
106/26	<p><b>Small Grants Scheme Applications</b>  <b>To review and consider</b> the following applications:</p> <ol style="list-style-type: none"> <li>1. Jerveaux Singers. <i>Pages 104-108</i></li> <li>2. Ripon History and Archaeology Trust. <i>Pages 109-113</i></li> <li>3. Ripon City Photographic Society. <i>Pages 114-118</i></li> </ol>
107/26	<p><b>Footfall in Ripon on Thursdays</b></p> <ol style="list-style-type: none"> <li>1. <b>To discuss and agree</b> appropriate action</li> </ol>
108/26	<p><b>Community Infrastructure Levy</b></p> <ol style="list-style-type: none"> <li>1. <b>To propose and consider</b> areas of spend. <i>Page 119</i></li> </ol>
109/26	<p><b>Planning matters</b></p> <ol style="list-style-type: none"> <li>1. <b>To consider</b> planning matters as detailed. (<i>pages 4-5 of Agenda</i>)</li> <li>2. <b>To receive</b> the planning appendix. <i>Pages 120-122</i></li> </ol>
110/26	<p><b>To receive</b> the minutes from the following Committees for information:</p> <ol style="list-style-type: none"> <li>1. Alderman TF Spence 20<sup>th</sup> April 2026. <i>Pages 123-124</i></li> <li>2. HR Committee 20<sup>th</sup> April 2026. <i>Pages 125-126</i></li> </ol>
111/26	<p><b>To receive the following verbal reports:</b></p> <ol style="list-style-type: none"> <li>1. Reports from North Yorkshire Councillors if appropriate – for information only.</li> <li>2. Reports from members and/or the Chief Officer on external organisations.</li> <li>3. Report from Ripon Together.</li> <li>4. Report from Ripon Bid.</li> <li>5. Mayoral Announcements/Engagements</li> </ol>
112/26	<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>
113/26	<p><b>To receive an update in relation to an overpayment (item 16/26 FC)</b></p>

109/26	<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>	
	DCPARISH 26/01967/LB	<p>Listed Building consent to fully replace of all existing roofing clay pan tiles with new, like for like matching clay pan tiles.  30 Heckler Lane Ripon North Yorkshire HG4 1PU  <a href="#">26/01967/LB   Listed Building consent to fully replace of all existing roofing clay pan tiles with new, like for like matching clay pan tiles.   30 Heckler Lane Ripon North Yorkshire HG4 1PU</a></p>
	DCPARISH 26/02009/LB	<p>Listed Building consent for the reconstruction of the outer leaf of brickwork to the north elevation above first floor lintel level, including replacement of the failed outer-leaf lintel; replacement of two timber sash windows to the north elevation consequent upon the reconstruction of the outer leaf and the reforming of the window openings to their correct dimensions; repointing of the remainder of the north elevation in lime mortar; and inspection and repair of the rainwater goods above the north elevation.  Hemingways 23 Kirkgate Ripon North Yorkshire HG4 1PB  <a href="#">26/02009/LB   Listed Building consent for the reconstruction of the outer leaf of brickwork to the north elevation above first floor lintel level, including replacement of the failed outer-leaf lintel; replacement of two timber sash windows to the north elevation consequent upon the reconstruction of the outer leaf and the reforming of the window openings to their correct dimensions; repointing of the remainder of the north elevation in lime mortar; and inspection and repair of the rainwater goods above the north elevation.   Hemingways 23 Kirkgate Ripon North Yorkshire HG4 1PB</a></p>
	DCPARISH 26/01867/FUL	<p>Installation of 1no. 75kW electric vehicle charging unit serving two parking bays, with associated electrical cabinet and ancillary infrastructure.  Street Record Low Skellgate Close Ripon North Yorkshire  <a href="#">26/01867/FUL   Installation of 1no. 75kW electric vehicle charging unit serving two parking bays, with associated electrical cabinet and ancillary infrastructure.   Street Record Low Skellgate Close Ripon North Yorkshire</a></p>
	DCPARISH 26/01940/FUL	<p>Conversion of offices to holiday let.  38A Kirkgate Ripon North Yorkshire HG4 1PB  <a href="#">26/01940/FUL   Conversion of offices to holiday let.   38A Kirkgate Ripon North Yorkshire HG4 1PB</a></p>
	DCPARISH 26/01941/LB	<p>Provision of partition walls to new en-suites, in line ridge vent, relocated door, concealing of pipes and retention of secondary glazing in association with use as a holiday let.  38A Kirkgate Ripon North Yorkshire HG4 1PB  <a href="#">26/01941/LB   Provision of partition walls to new en-suites, in line ridge vent, relocated door, concealing of pipes and retention of secondary glazing in association with use as a holiday let.   38A Kirkgate Ripon North Yorkshire HG4 1PB</a></p>
	DCPARISH 26/01486/FUL	<p>New driveway construction including dropped kerb and associated drainage.  60 Skellbank Ripon North Yorkshire HG4 2PT  <a href="https://publicaccess.northyorks.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=TCEENCLTFTR00">https://publicaccess.northyorks.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=TCEENCLTFTR00</a></p>

	DCPARISH 26/02205/DVCMAJ	<p>Section 73 application to allow alterations to ground floor frontages and installation of PV panels to rear roofslopes through the variation of Condition 2 (Approved drawings) of Planning Permission HGTZC23/02034/FULMAJ for the demolition of existing buildings and erection of thirteen dwellings, realigned access onto Trinity Lane, and associated parking and landscaping.</p> <p>North Yorkshire Timber Company Limited Trinity Lane Ripon North Yorkshire HG4 2AL</p> <p><a href="#">26/02205/DVCMAJ   Section 73 application to allow alterations to ground floor frontages and installation of PV panels to rear roofslopes through the variation of Condition 2 (Approved drawings) of Planning Permission HGTZC23/02034/FULMAJ for the demolition of existing buildings and erection of thirteen dwellings, realigned access onto Trinity Lane, and associated parking and landscaping.   North Yorkshire Timber Company Limited Trinity Lane Ripon North Yorkshire HG4 2AL</a></p>
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