



# COUNCIL OF THE CITY OF RIPON MINUTES OF A MEETING OF THE ALDERMAN SPENCE COMMITTEE

**Date:** 25<sup>th</sup> November 2024  
**Time:** 6:00pm  
**Location:** Council Chamber, Town Hall, Ripon.

**Present:**

Cllr Julie Ann Martin-Long  
Cllr Tony Duncan  
Cllr Peter Horton – from 6.55pm  
Cllr Chris Hardisty  
Cllr Stuart Flatley – from 6.52pm  
Cllr Pauline McHardy

**In Attendance**

Deputy Clerk (Quarry Moor)  
Senior Administration Officer  
One press representative  
Two members of the public

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32/24	<p><b>1. To receive apologies for absence.</b> None.</p> <p><b>2. To consider approving reasons for absence.</b> None.</p>
33/24	<p><b>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.</b> None.</p>
34/24	<p><b>Members of the public are invited to question, seek clarification or make representation to members of the Committee on any agenda item as listed below.</b> None.</p>
35/24	<p><b>To receive and approve the minutes of the previous meeting held on 23<sup>rd</sup> September 2024.</b> That these be approved as a true and accurate record of proceedings. <b>RESOLVED</b></p>
36/24	<p><b>Reports</b></p> <p><b>1. To receive a report for the Chair and agree appropriate action.</b> The Chair expressed gratitude to the Deputy Clerk and Senior Administration Officer for their work, mentioned that many positive feedbacks have been received regarding the contractor's performance in maintenance operations, and informed that a meeting with Lower Ure Conservation Trust regarding the partnership will take place on Tuesday (26.11.2024).</p> <p><b>2. To receive a report from the Deputy Clerk and agree appropriate action.</b> The Deputy Clerk said that his report was reflected in the supplementary notes to the agenda.</p> <p><b>3. To receive a report from the Warden and agree appropriate action.</b> That this be received and noted. It was noted that in cases of vandalism, the Warden must report to the office and inform the police.</p>

37/24	<p><b>To receive an update on Financial and Governance Matters:</b></p> <ol style="list-style-type: none"> <li><b>To receive an Income and Expenditure Report for the period between 01.09.2024 and 31.10.2024.</b> That this be received and noted. <b>RESOLVED.</b></li> <li><b>To receive and approve an updated copy of the Committee Terms of Reference. This includes a clause (12) as resolved at a Ripon City Council, Full Council meeting on 4<sup>th</sup> March 2024 at minute 21-24.</b> That this be re-examined and brought forward to the next meeting. It was noted that items 2, 9,10 and 12 should be reviewed. <b>RESOLVED.</b></li> </ol>
38/24	<p><b>To consider to invite a representative from Natural England to be a member of the Committee as a non-voting member of the Committee, as provided for in Clause 1 of the Committee Terms of Reference.</b> That the Committee invite a representative from Natural England to be a member of the Committee as a non-voting member. <b>RESOLVED.</b></p>
39/24	<p><b>To receive an update on the Natural England and SSSI matters:</b></p> <ol style="list-style-type: none"> <li><b>To receive an update on the Natural England Management Plan and Higher-Level Stewardship agreement renewal, including timeframes and details of the interim position.</b> The update was received. It was noted that the details of the Scheme are expected to be published before Christmas.</li> <li><b>To receive an update on the maintenance operations scheduled in accordance with the Assents.</b> The update was received. It was noted that the contractor had completed all operations except the operation with coppice blocks. It is scheduled for Tuesday, 3<sup>rd</sup> December.</li> </ol>
40/24	<p><b>To resolve to approve that the Deputy Clerk carries out work to produce a strategy for the future of the Quarry Moor site.</b> That this be approved. <b>RESOLVED.</b></p>
41/24	<p><b>Partnering with external organisations</b></p> <ol style="list-style-type: none"> <li><b>To receive an update concerning Alderman T F Spence Charity partnering with external organisations.</b> The update was received. It was noted that a meeting with Lower Ure Conservation Trust regarding the partnership is scheduled for Tuesday.</li> <li><b>To consider publishing a notice to allow organisations to express their interest in partnering with Alderman T F Spence Charity and to determine its content.</b> That a notice be published. <b>RESOLVED.</b></li> <li><b>To resolve to authorise certain members of this Committee and the Deputy Clerk to this Committee to engage in exploratory talks with any interested organisation concerning a future partnering agreement for the future management of the SSSI areas of Quarry Moor.</b> That the Chair, Deputy Chair and the Deputy Clerk be authorised to engage in exploratory talks with any interested organisations concerning a future partnering agreement for the future management of Quarry Moor. <b>RESOLVED.</b></li> </ol>

42/24	<p><b>To receive an update on the progress in drafting a policy concerning volunteers engaged by RCC.</b></p> <p>The update was received. It was noted that the work is in progress and nearing completion.</p>
43/24	<p><b>To resolve to seek authority from The Full Council of Ripon City Council to open a Facebook account that would be dedicated to Quarry Moor as well as to put progress posters on site explaining works in progress.</b></p> <p>That the Committee seek authority from the Full Council to open a Facebook account, a website, or both, dedicated solely to Quarry Moor.</p> <p><b>RESOLVED.</b></p>
44/24	<p><b>To receive an update on the purchase of maintenance equipment and PPE for the Warden.</b></p> <p>The update was received. It was noted that PPE was purchased.</p>
45/24	<p><b>To receive the following correspondence and agree appropriate action:-</b></p> <ol style="list-style-type: none"> <li data-bbox="363 640 1209 752">1. <b>Email dated 28<sup>th</sup> October 2024 – Permission to plant tree.</b> That the Committee will be looking into the possibilities. <b>RESOLVED.</b></li> <li data-bbox="363 763 1342 864">2. <b>Email dated 04<sup>th</sup> November 2024 – Quarry Moor Trees</b> That this be received. It was noted that, having consulted the Chair, the Deputy Clerk responded to the email.</li> </ol>
46/24	<p><b>To note the position on the various matters on the site and agree the appropriate action:</b></p> <ol style="list-style-type: none"> <li data-bbox="363 943 1439 1290">1. <b>Hut.</b> <ol style="list-style-type: none"> <li data-bbox="459 987 1439 1290">i) <b>To consider the future of the Hut at Quarry Moor.</b> That, in the first instance, the Deputy Clerk be authorised to approach 21 Engineer Regiment to see if they can assist with the survey report of the hut and / or the restoration work. That in any event a survey report of the building's condition be undertaken. Cllr Flatley arrived at 6:52pm. Cllr Horton arrived at 6:55pm. <b>RESOLVED.</b></li> </ol> </li> <li data-bbox="363 1301 1439 2112">2. <b>Trees.</b> <ol style="list-style-type: none"> <li data-bbox="459 1346 1439 1805">i) <b>To receive an update on the resolutions made on the previous meeting held on 23<sup>rd</sup> September 2024.</b> The update was received. It was noted that the Deputy Clerk had a meeting with one contractor concerning trees works required on site as a whole and awaits his quotation. He will contact other contractors. That the office investigate if the tree work on the boundary area with Moor Park Homes can be carried out under the assents already granted. <b>RESOLVED.</b> <i>Following the resolution the deputy clerk intervened to double check that this meant that if the assents did not cover the work required, then a separate assent should be applied for. It should be noted that this was not voted upon.</i></li> <li data-bbox="459 1816 1439 2112">ii) <b>To receive the notes taken at the meeting with the Forestry Commission.</b> That the Deputy Clerk write to the Forestry Commission apprentice (who is mentioned in his report) to suggest that the creation of Woodland Management Plan for Quarry Moor site be considered as a subject for her study. <b>RESOLVED.</b></li> </ol> </li> <li data-bbox="363 2085 536 2112">3. <b>Fencing.</b></li> </ol>

	<p><b>i) To receive an update on the resolutions made on the previous meeting held on 23<sup>rd</sup> September 2024.</b> The update was received. It was noted that the Deputy Clerk would like to visit the site to identify priorities and bring them to the next meeting.</p> <p><b>4. Car Park.</b></p> <p><b>i) To receive an update on the Full Council resolution 5iii 61-24 made on 24<sup>th</sup> July 2024.</b> The update was received. It was noted that a tender will take place once the specification is completed.</p> <p><b>5. Litter bin.</b></p> <p><b>i) To receive an update on the resolution made on the previous meeting held on 23<sup>rd</sup> September 2024.</b> The update was received. It was noted that the Senior Administration Officer had contacted North Yorkshire Council to find out whether they could empty the bins on the site, particularly the dog bins, but no response had been received.</p>
<b>47/24</b>	<p><b>To consider the time and date of the next meeting.</b> <b>10<sup>th</sup> February 2025 at 6:00pm.</b> That the next meeting will take place on Monday, 10<sup>th</sup> February 2025 at 6:00pm.</p>

With business concluded the Chair closed the meeting at 7:22pm.

**Signed** .....

**Chairman**

**Dated** .....

Clerk's Office, Town Hall, Ripon, North Yorkshire, HG4 1DD  
01765 604097