



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

Date: 29th June 2026

Time: 6:00pm

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

Present:

Cllr A Williams (Mayor)

Cllr J Crozier

Cllr P McHardy

Cllr J Martin-Long

Cllr S Flatley

Cllr P Horton

Cllr G Camplejohn

Cllr S Hunt

Cllr T Duncan

Cllr S Hawke

In Attendance

Chief Officer

Deputy Chief Officer

2 Public

MINUTES

**Prior to the commencement of the formal meeting a short prayer was
said by the Chief Officer**

	Housekeeping note: • Please ensure any mobiles are put on silent • 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
114/26	i. To receive apologies; <i>Apologies were received from Cllrs Brodigan and Hardisty</i> ii. To approve reasons for absence. <i>Reasons for absence were approved</i>
115/26	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. <i>Cllr Williams declared an interest in anything that may come before them as a member of NYC's area planning committee and NYC generally, declaring a prejudicial interest as an elected member.</i> <i>Cllr Crozier declared an interest in item 123/26 in her capacity as Director of Little Bird Made Ltd.</i>

116/26	Members of the public are invited to question, seek clarification or make representation to members of the Council on any Agenda item. No Comments
117/26	To consider and approve the Minutes of the Meeting held: 1 st June 2026 (<i>Pages 1-6 in councillors packs</i>) as a true and accurate record of proceedings held. RESOLVED
118/26	Financial Matters 1. To receive the Income and Expenditure Report for the period 1 st May 2026 to 31st May 2026. (<i>Pages 7-11</i>) 2. To receive the list of payments for the period 1 st May 2026 to 31st May 2026. (<i>Pages 12-13</i>) 3. To note that the bank reconciliations to 31st May 2026 have been signed in accordance with Financial Regulations. RESOLVED (1/2) AND NOTED (3)
119/26	Website Update 1. To approve the quote for the Care Package from Colour it in. (<i>Pages 14-16</i>) RESOLVED
120/26	Policies 1. To review the NYC Code of Conduct Policy (<i>Pages 17-34</i>) 2. Data Protection Policy (<i>Pages 35-42</i>) 3. Information Security procedures (<i>Pages 43-49</i>) RESOLVED
121/26	Hornblowing at GYS To grant dispensation for the Hornblower to blow the horn and ring the bell at the great Yorkshire Show (14 th – 17 th July 2026) RESOLVED
122/26	Town Hall Update 1. To receive a verbal update on the funding application for painting the front of the Town Hall (MW) - RECEIVED 2. To approve going out to tender to get the work done, delegating the acceptance of the best value quote to the Chief Officer in consultation with the Mayor. RESOLVED
123/26	Ripon Market To note that "Ripon has been voted as Yorkshire's top market town to visit and second in a UK top ten league table" and to receive a verbal update on Market day Melodies. RECEIVED AND NOTED
124/26	Public Conveniences To consider (subject to agreement, further to resolution 14/26) to pay for extra cleans of public conveniences on Saturdays during July/August, with the Bid paying for September Saturdays, Christmas lights and 2 December Saturdays. (7 each @ £45 + VAT per clean) RCC to arrange and invoice Bid. RESOLVED

125/26	Environment Agency To consider a formal response to feedback from the environment agency with regard to the vehicle in the River Ure. (Pages 50) <i>The council were asked to endorse responses made via the Mayor and Chief Officer.</i> RESOLVED
126/26	To review and consider Small Grants Scheme Applications 1. Ripon City Band (Pages 51-55) RESOLVED
127/26	Barrier Jackets To approve design and cost of barrier jackets for events use. (Page 56) RESOLVED
128/26	Planning matters: 1. To consider planning matters as detailed. (See agenda items) 2. To receive the planning appendix. (Pages 57-59) RESOLVED
129/26	To receive the minutes from the following Committees for information: 1. HR Committee 7th May and 2nd June (Pages 60 & 61) 2. Hugh Ripley Hall Committee 16th March 2026 (Page 62) RECEIVED
130/26	To receive the following verbal reports: 1. Reports from North Yorkshire Councillors if appropriate – for information only. • <i>Paddling Pool update</i> • <i>Grass cutting review across the County</i> • <i>Highways, street cleansing and Clock Tower update</i> • <i>Spa Gardens Bowls Club water issue update</i> 2. Reports from members and/or the Chief Officer on external organisations. • <i>An update on Utilities contract for Hugh Ripley Hall (British Gas)</i> 3. Report from Ripon Together. • <i>The next FC follows the RT Board meeting – update to follow</i> 4. Report from Ripon Bid. 5. Mayoral Announcements/Engagements • <i>The Mayor gave updates on the visits made throughout the month</i> • <i>Reference was made to inappropriate posts on the RCC Facebook page, the council agreed that recent posts were unacceptable and thanks were made to the DCO for acting so quickly.</i> RECEIVED
131/26	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. <i>Along with both members of the public, the CO and Cllr Camplejohn left the meeting.</i> RESOLVED

132/26	To Receive a report back from the Chair of the HR Committee to conclude the outcome of an overpayment (FC 16/26) RECEIVED
133/26	Pension Scheme To consider membership of the North Yorkshire Pension Scheme for the fixed term Administrative Assistant role RESOLVED, as well as noting the start date of 27/7/2026
134/26	Quarry Moor 1. To receive quotes for the demolition of the hut (Pages 63-65) RECIEVED 2. To approve the section 80 demolition notice (£269.66) (Pages 66-67) APPROVED 3. To approve delegated responsibility to the Chief Officer in consultation with the Mayor to go ahead with the works funds to be taken from the EMR. APPROVED, proceed with Foxhalls LTD quote, subject to DCO clarifying mould and whether detritus within poses a barrier to the demolition team.
135/26	Hugh Ripley Hall 1. To receive a verbal report from the Deputy Chief Officer on the replacement of the Fire System RECIEVED 2. To approve delegated responsibility to the Chief Officer in consultation with the Mayor to go out to tender for Fire System using funds from the EMR. APPROVED 3. To approve delegated responsibility to the Chief Officer in consultation with the Mayor to take appropriate advice and procure solar panels and battery storage using funds from the EMR. APPROVED 4. To approve the Grass Cutting quote. (Pages 68-70) APPROVED, to proceed with Morgans Estates following the competitive RFQ – an initial term of two summers until 31st October 2027, with option to extend by mutual consent.
136/26	Christmas Lights Switch on To discuss provision of Santa 2026. RESOLVED to accept the free offer of help from Cllr Hawk, subject to the safeguarding procedures used previously.

128/26	Planning matters: Planning applications as listed below to be considered and responses agreed to the consultations being carried out by the Planning Authority. <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
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DCPARISH 26/02521/FUL	Erection of single storey extension including 4 velux windows. 9 Princess Road Ripon North Yorkshire HG4 1HW 26/02521/FUL Erection of single storey extension including 4 velux windows. 9 Princess Road Ripon North Yorkshire HG4 1HW
DCPARISH 26/02491/FUL	External alteration and repair to existing timber shop front, replacement of the first floor windows to the Main Elevation, removal of the existing chimney stack. 9 Fishergate Ripon North Yorkshire HG4 1EA 26/02491/FUL External alteration and repair to existing timber shop front, replacement of the first floor windows to the Main Elevation, removal of the existing chimney stack. 9 Fishergate Ripon North Yorkshire HG4 1EA
DCPCAMEN 26/00445/FUL	Creation of access and driveway with landscaping. Magdalen's Road Ripon HG4 1HU 26/00445/FUL Creation of access and driveway with landscaping Magdalen's Road Ripon HG4 1HU
DCPARISH 26/02243/FUL	Roof replacement and external alterations comprising removal of the existing roof valley and formation of a continuous roof plane, reinstatement of shutter opening, and associated gutter and downpipe works. No change of use proposed. 83 Allhallowgate Ripon North Yorkshire HG4 1LE 26/02243/FUL Roof replacement and external alterations comprising removal of the existing roof valley and formation of a continuous roof plane, reinstatement of shutter opening, and associated gutter and downpipe works. No change of use proposed. 83 Allhallowgate Ripon North Yorkshire HG4 1LE
DCPARISH 26/02467/FUL	Proposed alterations to existing dental surgery including alterations to fenestration, addition of disabled access ramp, formation of accessible parking space, addition of render/cladding to external walls, solar array. 4 Finkle Street Ripon North Yorkshire HG4 1LA 26/02467/FUL Proposed alterations to existing dental surgery including alterations to fenestration, addition of disabled access ramp, formation of accessible parking space, addition of render/cladding to external walls, solar array 4 Finkle Street Ripon North Yorkshire HG4 1LA
DCPARISH 26/02817/LB	Listed Building Consent for a Proposed EV charger on outbuilding within curtilage of listed building. Danby House 10 Canal Road Ripon North Yorkshire HG4 1QN 26/02817/LB Listed Building Consent for a Proposed EV charger on outbuilding within curtilage of listed building. Danby House 10 Canal Road Ripon North Yorkshire HG4 1QN
DCPARISH 26/02816/FUL	Proposed EV charger on outbuilding within curtilage of listed building. Danby House 10 Canal Road Ripon North Yorkshire HG4 1QN 26/02816/FUL Proposed EV charger on outbuilding within curtilage of listed building. Danby House 10 Canal Road Ripon North Yorkshire HG4 1QN

	DCPARISH 26/03030/FUL	Demolition of existing rear single storey extension and forming two storey rear extension incorporating lifting ridge line and single storey side extensions, internal alterations, garage extension, adjustment to drive area. 16 Bishopton Lane Ripon North Yorkshire HG4 2QN 26/03030/FUL Demolition of existing rear single storey extension and forming two storey rear extension incorporating lifting ridge line and single storey side extensions, internal alterations, garage extension, adjustment to drive area 16 Bishopton Lane Ripon North Yorkshire HG4 2QN
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Cllr A Williams.....

Dated.....