

## COUNCIL OF THE CITY OF RIPON

### MINUTES OF THE COUNCIL MEETING HELD ON MONDAY 14 JANUARY 2013 AT 7.00 PM IN THE COUNCIL CHAMBER, THE TOWN HALL, RIPON

PRESENT: Cllr L P A Barnes  
Cllr Mrs S E Brierley  
Cllr M G Chambers  
Cllr P M Horton  
Cllr S Martin  
Cllr J A Martin-Long  
Cllr P McHardy  
Cllr Skidmore  
Cllr M F Stanley  
Cllr D Todd  
Cllr M Waiting  
Cllr A Williams – The Right Worshipful The Mayor

77/12. APOLOGIES: The Council received and accepted apologies for absence from:

Cllr Bateman  
Cllr Powell

78/12. 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.

79/12. DISCLOSURE OF AN INTEREST IN RELATION TO ANY MATTER UNDER CONSIDERATION AT THIS MEETING (financial or otherwise)

None

80/12. MINUTES OF THE COUNCIL MEETING HELD ON 17 DECEMBER 2012

Proposed – Cllr Stanley      Seconded – Cllr Horton

“That the minutes of the said meeting be approved, signed and adopted as a true record.”

### **RESOLVED**

81/12. MEMBERSHIP OF HUGH RIPLEY HALL COMMITTEE APPROVAL

Cllr Stanley proposed that this agenda item was deferred as he felt the membership of this committee had to be discussed further, no seconder was forthcoming for this proposal.

Cllr Martin proposed that the committee be selected this evening and that the members of this committee go away and finalise committee arrangements themselves.

Proposed – Cllr Martin

Seconded – Cllr Williams

“That the membership of the Hugh Ripley Hall Committee be as follows;

Cllr McHardy

Cllr Martin-Long

Cllr Martin

Cllr Chambers

Cllr Waiting

Cllr Horton

**RESOLVED**

**82/12. AMENDMENTS TO TERMS OF REFERENCE FOR PLANNING COMMITTEE**

The terms of reference to be amended as follows

Point 2 – The chairman of the council will not have a right to a vote at the meeting and substitutes allowed but do not have to be from the same ward.

Point 4 – The Chairman and Vice Chairman should be elected annually by the Council at the first meeting following the AGM.

All other suggested amendments to the terms of reference were accepted

Proposed – Cllr McHardy

Seconded – Cllr Martin- Long

**RESOLVED**

“That Cllr Todd be co-opted onto the Committee as the sixth member of the Committee as per the Terms of Reference”

Proposed – Cllr Horton

Seconded - Cllr McHardy

**RESOLVED**

**83/12. AMENDMENTS TO TERMS OF REFERENCE FOR STAFFING COMMITTEE**

The terms of reference to be amended as follows

Point 2c – The Chairman of the Council will not have a right to vote at the meeting

Point 3 – The Chairman and Vice Chairman should be elected annually by the Council at the first meeting following the AGM.

All other suggested amendments to the terms of reference were accepted

Proposed – Cllr Martin- Long                      Seconded – Cllr Horton

**RESOLVED**

84/12. SCHEDULE OF DATES FOR MEETINGS UP TO & INCLUDING THE ANNUAL GENERAL MEETING

Proposed - Cllr Stanley                      Seconded – Cllr Skidmore

“ That the schedule of amended dates be accepted.”

**RESOLVED**

85/12. REPORTS:

Finance & General Purposes Committee Meeting held on 17 DECEMBER 2012

Proposed – Cllr Stanley                      Seconded – Cllr Skidmore

“That the minutes of the said meeting be approved, signed and adopted as a true record.”

**RESOLVED**

Planning Committee Meeting held 17 DECEMBER 2012 & 7 JANUARY 2013

Proposed – Cllr Horton                      Seconded – Cllr Brierley

“That the minutes of the said meeting be approved, signed and adopted as a true record.”

**RESOLVED**

Civic Events Committee Meeting held 17 DECEMBER 2012

Proposed – Cllr Williams                      Seconded – Cllr Chambers

“That the minutes of the said meeting be approved, signed and adopted as a true record.”

**RESOLVED**

## 86/12. MAYORAL ANNOUNCEMENTS

None

Proposed Cllr Stanley

Seconded Cllr Chambers

“That the Committee move into private session to discuss the next agenda item”

### **Resolved**

The chairman read out Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960

## **THE FULL COUNCIL IN PRIVATE SESSION**

### **The mace left the room**

The chairman proposed that standing orders were suspended.

Proposed – Cllr Skidmore

Seconded – Cllr Stanley

“that standing orders be suspended.”

### **RESOLVED**

Mace returned to the room

## **87/12 STAFF RESOURCES – CHAIRMAN OF STAFFING TO REPORT**

Proposed – Cllr Skidmore

Seconded – Cllr McHardy

“ That this agenda item be discussed in public session as it involved public expenditure”

### **RESOLVED**

Cllr Stanley reported that the staffing committee had identified the need for extra administration support

for 2 ½ days per week. He had been in contact with the Job Centre to identify suitable candidates for interview and proposed that these identified applicants be interviewed. Several members were in favour advertising the position to a wider audience. Cllr Martin-Long asked the council to consider the employment of an apprentice to which she would be prepared to offer support to the Clerk to put the process in place.

“It was proposed that the council employs an additional member of staff to assist with the office administration up to an agreed budget. The council was keen that if an apprentice can be identified at the same budget cost that this would be the preferred option.”

Proposed – Cllr McHardy

Seconded – Cllr Todd

**RESOLVED**

Meeting closed at 8.50pm

SIGNED \_\_\_\_\_

DATE

\_\_\_\_\_  
THE RIGHT WORSHIPFUL THE MAYOR