



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

**Date:** 15<sup>th</sup> January 2018

**Time:** 8:20pm

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

**Present:** Cllr P McHardy – The Right Worshipful The Mayor  
Cllr L Barnes  
Cllr M Chambers  
Cllr A Gaskin  
Cllr P Horton  
Cllr S Hawke  
Cllr P Pearson  
Cllr C Powell  
Cllr M Stanley  
Cllr R Willis  
Cllr A Williams

**In attendance:** Mrs P Benson, the Clerk  
Mr J Vauvert, Serjeant at Mace  
Ten members of the public.

**Prior to the commencement of the meeting Mr J Vauvert, Serjeant at Mace, said Prayers**

<b>01-18</b>	<b>To receive apologies and approve reason for absence.</b>  Apologies were received and accepted from Cllrs Bate, Jones, Martin and Morgan.		
<b>02-18</b>	<b>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.</b>  None received.		
<b>03-18</b>	<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 declared.		
<b>04-18</b>	<b>To approve the Minutes of the Meeting held on 20<sup>th</sup> December 2017.</b>  That the minutes be accepted as a true and accurate account of proceedings. <table border="1" data-bbox="319 1496 1465 1534"><tr><td>Proposed – Cllr Willis</td><td>Seconded – Cllr Hawke</td></tr></table> RESOLVED by a show of hands with four abstentions.	Proposed – Cllr Willis	Seconded – Cllr Hawke
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<b>05-18</b>	<b>To consider the advice received from YLCA on the provision of the bus service.</b>  That the information be received and noted. That the bus service is envisaged to be a not for profit service with RCC funding the service in the form of a grant and that RCC would not be providing the service directly. That the Clerk seeks advice from the Community Transport Association in Manchester. That the Transport Working Group meet with the Little White Bus service to explore how the service might be provided. That the intention would be that the community bus service be expanded to areas not served by the current service. <table border="1" data-bbox="319 1883 1465 1921"><tr><td>Proposed – Cllr Willis</td><td>Seconded – Cllr Horton</td></tr></table> RESOLVED by a unanimous show of hands.	Proposed – Cllr Willis	Seconded – Cllr Horton
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<p><b>06-18</b></p>	<p><b>To consider an invoice relating to the Market Place Lease.</b></p> <p>To approve the payment of this invoice as the firm was clearly engaged to work on the draft lease. Some members recalled discussions of the lease in Council, advising that discussion of the lease implies the appointment of a solicitor by implication in view of the fact that RCC do not have a legal department.</p> <table border="1" data-bbox="288 309 1433 342"> <tr> <td>Proposed – Cllr Stanley</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>A vote was taken with five in favour and six against leading to the following counter proposal being considered.</p> <p>That the payment of this invoice is not approved. That the Clerk requests copies of the instructions from RCC to the firm of solicitors together with a copy of their ‘client care letter’ and asks why the invoice has taken two years to issue. The Clerk advised that she had obtained a breakdown of the fees charged. That the Clerk establishes who instructed the firm and what the instructions were for together with confirmation of the hourly rate.</p> <table border="1" data-bbox="288 645 1433 678"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a show of hands with five against.</p>	Proposed – Cllr Stanley	Seconded – Cllr Chambers	Proposed – Cllr Williams	Seconded – Cllr Hawke
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<p><b>07-18</b></p>	<p><b>To receive a verbal report from the Chair of F&amp;GP, if appropriate, on the following items and agree appropriate action:</b></p> <ol style="list-style-type: none"> <li><b>1. Financial Regulations;</b></li> <li><b>2. Hugh Ripley Hall Lease amendment;</b></li> <li><b>3. VAT;</b></li> <li><b>4. Clerk’s time in lieu cost.</b></li> </ol> <p>Cllr Pearson gave a summary of the items discussed in the F&amp;GP committee meeting.</p> <p>The Clerk was requested to record the thanks of the Council for working many additional hours during the financial year when the office was without further staff.</p>				
<p><b>08-18</b></p>	<p><b>To consider the support provided to external organisations.</b></p> <p>It was noted that the CIC receive a grant from RCC each year although the grant for the current year had not yet been paid. Cllr Willis advised that the CIC had supplied their bank account details to the Clerk this evening to allow the payment to be made.</p> <p>The Clerk advised that all outstanding grants would be paid by 18<sup>th</sup> January 2018 subject to bank details being received.</p> <p>Discussions around making the CIC a success being in the interest of the CIC, RCC and Ripon as a whole took place.</p> <p>Cllr Pearson advised that the CIC should consider whether they might have a shortfall in funds in the event that administrative support is withdrawn and they need to employ someone directly, advising that the RCC budget would be set in February 2018.</p> <p>That discussions with the CIC take place to establish how they can operate without administrative input from RCC; that RCC collate details of the amount, type of work and time spent on CIC work. That RCC continue to provide administrative support to the CIC until the end of the current financial year.</p> <table border="1" data-bbox="288 1854 1433 1888"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a show of hands with three against.</p>	Proposed – Cllr Williams	Seconded – Cllr Horton		
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09-18	<p><b>Yorkshire Day 2018.</b></p> <p>That the Clerk's recommendation that a small working group consisting of Cllrs McHardy, Martin and Willis, together with the Clerk and CD Administration Assistant be formed to progress plans for Yorkshire Day 2018 celebrations. It is envisaged that the group will report back to the March meeting of Full Council.</p> <table border="1" data-bbox="320 327 1465 360"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Horton		
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10-18	<p><b>To receive NALC Legal Topic Notes 08, 09 and 10 – GDPR updates.</b></p> <p>That the legal topic notes be received and that the Clerk continues to seek advice from HBC as to whether they are able to offer an outsourced service. It was noted that the new regulations involve a great deal of work across the council as a whole with the different offices having very different requirements, that the Clerk has not started work on GDPR at this point in time due to other work commitments.</p> <table border="1" data-bbox="320 707 1465 741"> <tr> <td>Proposed – Cllr Stanley</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Stanley	Seconded – Cllr Chambers		
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11-18	<p><b>To receive correspondence:</b></p> <p><b>1. Lloyds Banking Group email 29 December 2017;</b> That the Clerk responds to the effect that RCC does not control the southern half of the Market Square and that permission must be sought from HBC. Further, that the provision of what could become a rotating mobile bank service on the square.</p> <table border="1" data-bbox="320 1061 1465 1095"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Willis</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p><b>2. NYCC Libraries Sights and Sounds – Living Book – 05 January 2018;</b> That this be noted, Cllr Willis encouraged as many people as possible to take part in the living book event.</p> <table border="1" data-bbox="320 1317 1465 1350"> <tr> <td>Proposed – Cllr Stanley</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Willis	Proposed – Cllr Stanley	Seconded – Cllr Hawke
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12-18	<p><b>To receive a report from Harrogate Borough Councillors if appropriate – for information only.</b></p> <p>Cllr Hawke advised that the new Civic Centre was fully functional with all operations having been moved there;</p> <p>Cllr Chambers advised that budgets had been set at HBC this evening.</p>				
13-18	<p><b>To receive a report from North Yorkshire County Councillors if appropriate – for information only.</b></p> <p>None received.</p>				

14-18

**Mayoral Announcements – for information.**

The Mayor advised that the Clerk had spoken to the her about the wording of the public session item. The Clerk advised that in previous councils she had experience of the wording of the item being much broader, simply 'To hold a public session'. This wording allowed for much more public participation during meetings and meant that members of the public could bring questions to the meeting on the evening. A response was not required at that time unless the matter raised was on the agenda.

The Mayor advised that she had asked the Clerk to look into the laws that govern public participation, requesting that an update is circulated to all members prior to the February meetings.

With business concluded the meeting was closed at 9:40 pm.

These minutes were recorded and prepared by Paula Benson, Clerk to the City Council.

SIGNED

DATE

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THE RIGHT WORSHIPFUL THE MAYOR