



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

**Date:** 11<sup>th</sup> February 2019

**Time:** 7:00 pm

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

**Present**

Cllr P McHardy – The Right Worshipful The Mayor  
 Cllr J Bate  
 Cllr M Chambers  
 Cllr S Craggs  
 Cllr C Hardisty  
 Cllr S Hawke  
 Cllr E Parkin  
 Cllr P M Horton  
 Cllr C E Powell  
 Cllr A Williams

**In Attendance** Mrs P M Benson, the Clerk, Mr J Vauvert and four members of the public.

Prior to the commencement of the meeting Canon Michael Gisbourne will open the proceedings with Prayer.

<b>24/19</b>	<b>To receive apologies and approve reasons for absence.</b> Apologies were received from Cllrs Martin and Davis and reasons for absence approved from Cllr Davis.		
<b>25/19</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> A member of the public spoke about the lack of distribution of the City Plan Referendum notices to residents in the Spa and Ure Bank Wards. The Clerk advised that the Council were aware of the issues with distribution and had asked for further back checks. The City Plan Team were aware of the issues and would be distributing in the areas missed in the coming days.		
<b>26/19</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> Cllr Hawke declared an interest in item 34/19 Planning Matters, as a member of HBC Planning Committee.		
<b>27/19</b>	<b>To approve the Minutes of the Meetings held on 14<sup>th</sup> January 2019 and 21<sup>st</sup> January 2019.</b> That the minutes be accepted as a true and accurate account of proceedings. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed – Cllr Williams</td> <td style="width: 50%;">Seconded – Cllr Hawke</td> </tr> </table> RESOLVED by a show of hands with one abstention in respect of the minutes of 21 <sup>st</sup> January 2019.	Proposed – Cllr Williams	Seconded – Cllr Hawke
Proposed – Cllr Williams	Seconded – Cllr Hawke		
	<b>The Mayor allowed the following items to be brought forward.</b>		
<b>34/19</b>	<b>Planning matters</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">6.31.2769.FULMAJ 18/04475/FULMAJ</td> <td style="width: 70%;">Land comprising field at 432266 470194 Littlethorpe Road</td> </tr> </table>	6.31.2769.FULMAJ 18/04475/FULMAJ	Land comprising field at 432266 470194 Littlethorpe Road
6.31.2769.FULMAJ 18/04475/FULMAJ	Land comprising field at 432266 470194 Littlethorpe Road		

	<p>The Council objected to this application previously and as there has been no significant change in the application, it stands by its original comments:</p> <p>'RCC object to this application in the strongest terms. The site is not identified for development in either the Ripon City Plan or Harrogate District Plan. The Ripon City Plan is RCC's adopted policy on planning. The location is not suitable for the increase in traffic this would cause'</p> <table border="1" data-bbox="603 454 1382 495"> <tr> <td data-bbox="603 454 991 495">Proposed – Cllr Williams</td> <td data-bbox="991 454 1382 495">Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Hawke
Proposed – Cllr Williams	Seconded – Cllr Hawke		
<p><b>38/19</b></p>	<p><b>To consider and agree the draft budget and precept request for the 2019/20 Financial Year.</b></p> <p>That the proposed budget is approved.</p> <p>Cllr Williams advised that the budget provides for the following</p> <ul style="list-style-type: none"> <li>• a significant programme of events on the market place in 2019 with events on the market place for Tour de Yorkshire, UCI, 75<sup>th</sup> anniversary of DD Landings, St Wilfrid's, August Bank Holiday, Halloween, Christmas Switch on, Christmas Market and New Year's Eve;</li> <li>• Partnership Funding monies increased with additional funding made available for Ripon in Bloom to allow for additional planting pre UCI in September.</li> <li>• Funding for local groups under the small grants scheme be increased to £20,000.</li> <li>• Monies are made available for a well placed marketing campaign;</li> <li>• Monies are made available for a City wide bus service (with s.106 monies utilised in addition to those budgeted);</li> <li>• Christmas Lights funding to be at the same levels as 2018/19;</li> <li>• Further funding to be made available for the Cabmen's Shelter for the conservation restoration, it was noted that a haulier is due to attend shortly to allow a transportation method statement to be submitted to HBC conservation for approval;</li> </ul> <p>It was noted that the underspend for 2018/19 would be transferred to reserves with the costs of the Tour de Yorkshire and UCI events being met from reserves.</p> <p>Cllr Chambers advised that the budget supported the community and economy of Ripon and that the Council must now deliver the matters proposed to build on</p>		
<p><b>29/19</b></p>	<p><b>To consider public participation at meetings of Ripon City Council and agree appropriate action.</b></p> <p>That following review of Ripon City Council's standing orders which are based on the NALC Model Standing Orders, the existing provision for public participation is accepted as sufficient.</p> <table border="1" data-bbox="252 1682 1394 1722"> <tr> <td data-bbox="252 1682 826 1722">Proposed – Cllr Williams</td> <td data-bbox="826 1682 1394 1722">Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
Proposed – Cllr Williams	Seconded – Cllr Chambers		
<p><b>30/19</b></p>	<p><b>To receive an update on Events and agree appropriate action.</b></p> <p>Cllr Parkin advised that he would update further on Ripon Together's plans following attendance at the forthcoming meeting. Cllr Parkin is in discussions with someone who would like to be involved in a 1940s event in Ripon.</p>		
<p><b>31/19</b></p>	<p><b>To receive an update from the UCI Working Group and agree appropriate action.</b></p> <p>Cllr Williams advised that the recent meeting of the working group had discussed events around the Tour de Yorkshire and UCI cycle races and that the terms of reference for the group would be</p>		

	<p>amended to include Tour de Yorkshire.</p> <p>Plans for an event with a big screen, stage, concert, fireworks and free children's fairground were discussed for Tour de Yorkshire. Plans for UCI include replicating the Tour de Yorkshire event for UCI but on a much bigger scale.</p>																		
<b>32/19</b>	<p><b>To receive an update on the NYCC bus service if appropriate.</b></p> <p>Cllr Horton advised that a meeting of the Transport Working Group was required to allow progression to be made on providing a six day a week bus service to parts of the City and a provision on days where demand is high in other areas initially.</p>																		
<b>33/19</b>	<p><b>To receive a request from Visit Ripon and agree appropriate action.</b></p> <p>It was noted that this matter had been resolved without Ripon City Council's involvement.</p>																		
<b>34/19</b>	<p><b>Planning matters</b></p> <table border="1"> <tr> <td><b>6.31.113.AD.FUL 18/05313/FUL</b></td> <td> <p><b>Ripon Select Foods Ltd, Dallamires Way HG4 1TL</b></p> <p>The Council had no objection to this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Chambers</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> </td> </tr> <tr> <td><b>6.31.2784.FULMAJ 19/00157/FULMAJ</b></td> <td> <p><b>Land comprising field at 430655 472220 Springfield Close, Ripon</b></p> <p>The Council objected to this application as the area is outside of the District Plan.</p> <table border="1"> <tr> <td>Proposed – Cllr Hawke</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> </td> </tr> <tr> <td><b>6.31.1044.N.FUL 19/00164/FUL</b></td> <td> <p><b>The Barn, Ure Bank Terrace HG4 1JG</b></p> <p>The Council had no objection to this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a show of 8 hands, 2 abstentions</p> </td> </tr> <tr> <td><b>6.31.2769.FULMAJ 18/04475/FULMAJ</b></td> <td> <p><b>Land comprising field at 432266 470194 Littlethorpe Road</b></p> <p>The Council objected to this application previously and as there has been no significant change in the application, it stands by its original comments:</p> <p>'RCC object to this application in the strongest terms. The site is not identified for development in either the Ripon City Plan or Harrogate District Plan. The Ripon City Plan is RCC's adopted policy on planning. The location is not suitable for the increase in traffic this would cause'</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> </td> </tr> <tr> <td><b>19/00064/PR05 (16/04001/LB&amp; 13/03215/COU)</b></td> <td> <p><b>The Old Chapel, Coltgate Hill, HG4 2AB</b></p> </td> </tr> </table>	<b>6.31.113.AD.FUL 18/05313/FUL</b>	<p><b>Ripon Select Foods Ltd, Dallamires Way HG4 1TL</b></p> <p>The Council had no objection to this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Chambers</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Chambers	Seconded – Cllr Hawke	<b>6.31.2784.FULMAJ 19/00157/FULMAJ</b>	<p><b>Land comprising field at 430655 472220 Springfield Close, Ripon</b></p> <p>The Council objected to this application as the area is outside of the District Plan.</p> <table border="1"> <tr> <td>Proposed – Cllr Hawke</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Hawke	Seconded – Cllr Chambers	<b>6.31.1044.N.FUL 19/00164/FUL</b>	<p><b>The Barn, Ure Bank Terrace HG4 1JG</b></p> <p>The Council had no objection to this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a show of 8 hands, 2 abstentions</p>	Proposed – Cllr Williams	Seconded – Cllr Horton	<b>6.31.2769.FULMAJ 18/04475/FULMAJ</b>	<p><b>Land comprising field at 432266 470194 Littlethorpe Road</b></p> <p>The Council objected to this application previously and as there has been no significant change in the application, it stands by its original comments:</p> <p>'RCC object to this application in the strongest terms. The site is not identified for development in either the Ripon City Plan or Harrogate District Plan. The Ripon City Plan is RCC's adopted policy on planning. The location is not suitable for the increase in traffic this would cause'</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Hawke	<b>19/00064/PR05 (16/04001/LB&amp; 13/03215/COU)</b>	<p><b>The Old Chapel, Coltgate Hill, HG4 2AB</b></p>
<b>6.31.113.AD.FUL 18/05313/FUL</b>	<p><b>Ripon Select Foods Ltd, Dallamires Way HG4 1TL</b></p> <p>The Council had no objection to this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Chambers</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Chambers	Seconded – Cllr Hawke																
Proposed – Cllr Chambers	Seconded – Cllr Hawke																		
<b>6.31.2784.FULMAJ 19/00157/FULMAJ</b>	<p><b>Land comprising field at 430655 472220 Springfield Close, Ripon</b></p> <p>The Council objected to this application as the area is outside of the District Plan.</p> <table border="1"> <tr> <td>Proposed – Cllr Hawke</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Hawke	Seconded – Cllr Chambers																
Proposed – Cllr Hawke	Seconded – Cllr Chambers																		
<b>6.31.1044.N.FUL 19/00164/FUL</b>	<p><b>The Barn, Ure Bank Terrace HG4 1JG</b></p> <p>The Council had no objection to this application.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a show of 8 hands, 2 abstentions</p>	Proposed – Cllr Williams	Seconded – Cllr Horton																
Proposed – Cllr Williams	Seconded – Cllr Horton																		
<b>6.31.2769.FULMAJ 18/04475/FULMAJ</b>	<p><b>Land comprising field at 432266 470194 Littlethorpe Road</b></p> <p>The Council objected to this application previously and as there has been no significant change in the application, it stands by its original comments:</p> <p>'RCC object to this application in the strongest terms. The site is not identified for development in either the Ripon City Plan or Harrogate District Plan. The Ripon City Plan is RCC's adopted policy on planning. The location is not suitable for the increase in traffic this would cause'</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Hawke																
Proposed – Cllr Williams	Seconded – Cllr Hawke																		
<b>19/00064/PR05 (16/04001/LB&amp; 13/03215/COU)</b>	<p><b>The Old Chapel, Coltgate Hill, HG4 2AB</b></p>																		

		<p><b>Noted.</b></p> <table border="1"> <tr> <td>Proposed – Cllr Chambers</td> <td>Seconded – Cllr Horton</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Chambers	Seconded – Cllr Horton
Proposed – Cllr Chambers	Seconded – Cllr Horton			
	<p><b>18/00699/PR15</b> <b>(16/04989/FULMAJ)</b></p>	<p><b>Site of Police Station, North Street, Ripon</b></p> <p><b>Noted.</b></p> <table border="1"> <tr> <td>Proposed – Cllr Horton</td> <td>Seconded – Cllr Williams</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Horton	Seconded – Cllr Williams
Proposed – Cllr Horton	Seconded – Cllr Williams			
	<p><b>6.31.2695.A.LB</b> <b>16/03848/LB</b></p>	<p><b>5 Park Street HG4 2AX</b></p> <p>The Council had no objections to this application.</p> <table border="1"> <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
Proposed – Cllr Williams	Seconded – Cllr Horton			
<b>35/19</b>	<p><b>Financial Matters</b></p> <ol style="list-style-type: none"> <li>To approve the list of payments and receipts for December 2018;</li> <li>To receive the income and expenditure reports for the month of December 2018;</li> <li>To note that the bank reconciliation statements for the month ending December 2018 have been signed by the Mayor;</li> <li>To receive an update on VAT; The Clerk advised that HMRC do require that RCC register for VAT.</li> <li>To receive the Internal Audit report if received; The report was received and noted.</li> <li>To approve the payment of the annual membership fees for the Guild of Macebearers, cost £105.</li> </ol> <p>That the above matters be received and approved.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>		Proposed – Cllr Williams	Seconded – Cllr Hawke
Proposed – Cllr Williams	Seconded – Cllr Hawke			
<b>36/19</b>	<p><b>To receive correspondence</b></p> <ol style="list-style-type: none"> <li>Parish Council/Community Group Bulb Wildflower Scheme; That this be passed to Ripon in Bloom for their attention.</li> <li>NALC media release 30<sup>th</sup> January 2019 – Strengthen Standards Regime; That this be noted.</li> <li>NALC L11-18 S.137 expenditure limit for 2019-2020. This this be noted.</li> <li>Harrogate District Community Infrastructure Levy. That the Clerk writes to HBC to raise concerns regarding Ripon being classified as Zone 2 requesting that a HBC representative attends to present to RCC.</li> </ol> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>		Proposed – Cllr Williams	Seconded – Cllr Hawke
Proposed – Cllr Williams	Seconded – Cllr Hawke			
<b>37/19</b>	<p><b>To consider and agree the following policies</b></p> <ol style="list-style-type: none"> <li>Risk Assessment Strategy 2019/21</li> </ol>			

	<p>That this be adopted.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Hawke
Proposed – Cllr Williams	Seconded – Cllr Hawke		
<b>39/19</b>	<p><b>To note the position on the Town Hall lease and to receive an update in respect of the invoices for occupation of space within the Town Hall and agree appropriate action.</b></p> <p>That RCC request that HBC considers the procurement of replacement demountable furniture and that the lease negotiations are progressed by the Clerk.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
Proposed – Cllr Williams	Seconded – Cllr Chambers		
<b>40/19</b>	<p><b>To receive a report from Harrogate Borough Councillors if appropriate – for information only.</b></p> <p>Cllr Chambers advised that HBC Full Council were due to meet on Wednesday when the budget will be finalised.</p>		
<b>41/19</b>	<p><b>To receive a report from North Yorkshire County Councillors if appropriate – for information only.</b></p> <p>Cllr Chambers advised that NYCC were due to meet on Wednesday next when their budget will be set.</p>		
<b>42/19</b>	<p><b>Mayoral Announcements – for information.</b></p> <p>The lack of attendance at Civic Events was noted. The Mayor advised that tickets for the mayoral ball were now on sale.</p>		
<b>43/19</b>	<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> <p>That this resolution be passed.</p> <table border="1"> <tr> <td>Proposed – Cllr Hawke</td> <td>Seconded – Cllr Parkin</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Hawke	Seconded – Cllr Parkin
Proposed – Cllr Hawke	Seconded – Cllr Parkin		
<b>44/19</b>	<p><b>To receive tenders on Events Management and the outsourcing of Digital Marketing and Promotions</b></p> <p>That the Council appoint Gem Events to carry out event management in 2019 with Cllrs Williams, Parkin, Chambers and McHardy authorised to sanction relevant spend on this matter following clarification with the provider on the detail of each event.</p> <p>That the Council appoint Visit Harrogate to carry out marketing and associated services. Cllrs Williams, Martin and McHardy to meet with Visit Harrogate to clarify the details of the proposals received and that they are authorised to select the options from the marketing proposals received subject to the spend remaining within the budget identified for 2019/20.</p> <table border="1"> <tr> <td>Proposed – Cllr Williams</td> <td>Seconded – Cllr Chambers</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed – Cllr Williams	Seconded – Cllr Chambers
Proposed – Cllr Williams	Seconded – Cllr Chambers		

With business concluded the meeting was closed at 9:20pm.

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

SIGNED

DATE

---

THE RIGHT WORSHIPFUL THE MAYOR