

**Minutes of the meeting of Uppingham Town Partnership
7.30pm, November 23rd, Uppingham Town Hall**

Present

Marc Oxley	Business (Chair)	MO
Phil Wignell	Community (Vice Chair)	PW
Lucy Stephenson	Rutland County Council (Treasurer)	LS
Susie Burrows	Community (Secretary)	SB
Terry King	Rutland County Council	TK
James Lammie	Rutland County Council	JL

1. Apologies

Peter Rees	Uppingham Town Council	PR
Alan Pickersgill	Business	AP
Dave Casewell	Uppingham Town Council	DC

2. Declaration of interest

None

3. Minutes of UTP meeting 26.10.11

Agreed

4. Matters arising

i) Heritage Trail: Phil, Dave & Marc went with David Ainsley and other local historians to see the Kibworth Trail, which was most helpful. They have kindly offered advice, and Dave has decided to put in a higher bid as Uppingham has such a rich history and a good Trail would encourage visitors. Current ideas include numbers imbedded in the pavement, photo boards at key points & perhaps looking into smart phone code information points. Local historians are researching the best information to supply.

ii) Press release: Dave sent out a press release, and Marc has been in contact with local papers who have shown interest in the minutes supplied on our website.

5. Finance report

£840 has been paid into our account to date from traders booking stalls for the late night shopping event, with more to come in. A full report will be made at our next meeting, once the finances in respect of late night shopping are complete. In spite of excellent help from Sarah Day, the current banking system via RCC is time consuming, but once we have our own bank account in the new financial year hopefully this will be simplified.

6. Logo and website

i) Phil to ask Pete for the original version of the logo, and will suggest to him that he sends the invoices for the website fee to Lucy. Marc would appreciate having the links that Peter purchased before he had to resign following relocation of work.

PW

ii) Uppingham Town Football Club are now placing their fixtures on the website, and there is also a link to Peterborough football league website. Uppingham in Bloom has a link, and Marc plans to provide a list of local traders (information rather than recommendation).

7. Uppingham First Meeting

Unfortunately there has been no response yet to our communication with Uppingham First inviting them to meet with us for a second time. It is very much hoped that there will be a response, in order that the two organisations can work closely together in the best interests of Uppingham.

8. Late Night Shopping

A very full evening of activities is now in place, including a fire eater, music, a fair, singing, morris dancing, stalls, Santa's Grotto in Baines tearooms, and many of our excellent local shops will be opening. This is promising to be a really good event. The evening begins with local schools singing at 5pm.

Lucy has arranged for some very attractive flyers to be produced, and all help delivering these after Dec 1st will be greatly appreciated – they will be left for collection by Lucy's front door.

The banners are ready to be put into place, and again look excellent (and are re-usable)

Lucy will send out clear health and safety information for all marshalls, plus a laminated contact number list. The health & safety policy currently has Pete Toms' name on, and this will be changed to Lucy's: a copy of this will be included in the pack for marshalls, with the risk assessment. These will need to be signed please. **LS**

Lake Isle & Falcon to be visited on Dec 7th re. parking/guests **SB**

9. Cinema club

The Methodist church is a further possibility. After LNS, a sub-committee will be established to move the organisation of the cinema club forward

10. Constitution

EGM at 7.30 Dec 14th at Town Hall. All partnership members are requested to attend to vote on the changes to the constitution now that we are in agreement about forming a limited company. The exact wording of these changes is to be emailed tomorrow to all partnership members by Marc. **MO**

RCC will still be able to handle our bank account in the short term, until our new account is established at the start of the next financial year.

11. The Way Forward

i) We need a clear plan for 2012, and a structure for this has been drawn up by Phil, with full cooperation between the main board, appropriate sub-committees and working groups. It would be helpful to have a stall in the market in the New Year to get full community involvement, and to collect people's ideas for what they would like to see happening in the town.

ii) We will have a meeting in early January specifically to plan our future events & set strategic aims: we have three events already planned for 2012 (Brocante, Feast & Late Night Shopping) and should aim to facilitate 3 others once we have ideas from the community.

iii) We need to replace members who have had to resign: Lucy to approach Fiona

LS

12. LAA Grant

It is important to let other groups in the town know that we have money available to help put on events, and that we can offer support to facilitate such events. It would be particularly pleasing to be able to put on some form of youth event in the town. Hopefully, there will be a marquee available by summer.

13. AOB

None

14. Next meeting

The next meeting will be the EGM to discuss the constitutional changes on Dec 14th, 7.30 at the Town Hall.

Future 2012 dates:

January 18th

February 8th

March 14th

April 11th

May 9th

June 20th.

Meeting ended at 8.50pm