

MINUTES OF UPPINGHAM TOWN PARTNERSHIP MEETING HELD ON 27 02 2013 IN UPPINGHAM TOWN HALL

Present: Heather Newton (HN), Jadene Clegg (JC), Phil Wignall (PW), Marc Oxley (MO), Lucy Stephenson...chair (LS) Edmund Hockley (EH) Rev. Canon Rachel Watts (RW), David Casewell (DC)

1. Apologies: Susie Burrows, James Lammie, Terry King.

2. Minutes of Meeting 30 01 2013: Approved

3. Matters Arising not on minutes: None

4. Items of Business

4.1. Finance Report

- Balance sheet circulated and agreed PW indicated that balance now had sufficient reserves to counter, in the short term, a sudden loss of income. This was good financial practice.
- **2013 Feast.** Initial meetings had prepared outline balanced budget:
 - Income £5.4k
 - Expenditure £5.4k
 - **It was agreed that an expenditure budget of £5.5k be approved.****Unanimous**
- **2013 Brocante**
 - Current financial prediction gives an income of approx £1k set against minimal costs as per 2012's trial. . It was **NOTED** that a greater budget for advertising and signage in 2013 would greatly improve the quality of the event.
- **2013 Film Club trial :**
 - £750 allocated as a trial budget for the 3 showings
- **LSP Funding** It was **NOTED** that the remainder of the LSP event funding was due for draw down in 2013. It would be necessary to draw up the list of UTP activities planned for 2013 and the sums required from this fund in order to advance the quality of these events. This to be submitted to Katie Lynch at RCC. **ACTION LS in consultation with PW**
- **2012 Bags.** In response to question from JC, PW indicated that the sale of these items had probably broken even. Sales at £1 per bag were continuing at UTC and Baines with sums still coming in.

4.2 Town Portas Signs

- Distribution of questionnaires to businesses now complete
- Visitor questionnaires in place in Church & Falcon via RW
- Schools consultation to be sent by email **ACTION LS**
- Community groups are being consulted via Ron Simpson and the Community Forum
- When report and recommendations emerge UTC will be consulted.
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4.3 Cinema Working Party

- EH reported that 3 showings were to be trialled in 2013.
- Using the facilities of “Phoenix Package”
- **1st showing will be “Argo” Certificate 15 in Town Hall on Wednesday May 8th. Entrance to be £5 to include nibbles. Bring your own drink. Ticket sales via Falcon Hotel or at the door.**
- 50 tickets is target break Even. Budget agreed of £750 for 3 trials.
- Possible introduction to film, context etc by Jannet Wignall, who could also lead post showing discussion for those interested.
- UTP members urged to sell tickets, but noted that eventually this must stand alone.
- Dan Baker has promised to help with press release
- Congratulations to Working Party for this innovation!

4.4 Fair Trade

- MO reported that meeting held prior to UTP meeting had agreed
 - To create a town Fair Trade directory for UTP website
 - **FT application form to be completed at March FT meeting**
 - & noted that UCC /Leighfield were having FT activities in FT fortnight

4.5 LSP Culture & Leisure Feed back

- DC reported attendance at meeting 19 02 2013. Written report presented. Key issues
 - UTP/other organisations need to insert Uppingham activities into LSP **activities calendar** via Katy Lynch at RCC **ACTION LS**
 - Noted associated Culture & Leisure Strategy. DC informed meeting that he had asked for appropriate amendments to include UTP where necessary.
 - What about WW1 commemoration activities? **ACTION DC to raise with UTC/Uppingham School. RW to raise with Church. LS to raise with Schools.** To be placed on May agenda

4.6 Brocante

- MO reported on progress. Brocante to be held in Mercer’s Yard ((20 stalls) and Crown Passage (15 stalls). Also possible use of pedestrian part of Mercer’s Yard
- Licence to use Mercer’s Yard applied for.
- Press releases issued to local glossies and to national antiques trade magazine
- RW identified a clash with Upp. Sch. Confirmation event. Possible parking issue!
- Film project to have promotional stall.
- Marshalls required 7.30am to 5.00pm. Car Parks will need bollarding late Sat night.

4.7 Changes required to alter registered name from UTP to “The Uppingham Partnership”

- JC asked why this was necessary. LS replied it was because a member of public had bought the name and had refused to offer it to the Town Partnership
- PW talked to paper “The Uppingham Partnership” on how this would be progressed
- **Resolution “a new bank account be opened in the name of “The Uppingham Partnership” with signatories as per the previous partnership account” Proposed DC seconded LS Unanimous**
- The position and status of our Youth Council members was raised. They make a very valuable contribution to proceedings. **ACTION PW to gain a view**
- **Resolution “to hold an extra ordinary meeting of UTP on April 10 to approve partnership accounts 2012/2013 and to agree to move to new company known as The Uppingham Partnership, plus any other relevant business” Proposed PW seconded DC. Unanimous**

4.8 It’s a KO and Rutland Road Run

- LS proposed that both events be held simultaneously 7 07 2013. Tod’s piece to be used following consent from UTC **ACTION LS**
- Community groups will be asked to join in with both the event AND the organisation.

5. Any Other Business

5.1 Media Student has asked via TK if they could make video recording of TP activity. PW suggested a record of feast from setting up to taking down. Unanimously agreed that this would be a good idea... **ACTION LS to inform TK**

5.2 UTP business name. LS reported that no reply had been received from formal UTP letter asking if Mr Simpson would relinquish his title to the UTP name.

6. Date of Next Meeting

Wednesday 27 March at 7.30 pm in Town Hall.

David Casewell –temporary minute secretary