

## Minutes of Uppingham Town Partnership Meeting 28 08 2013 in Uppingham Town Hall

**Present:** Marc Oxley MO( deputy chair), Dave Casewell DC (substitute minute secretary), James Lammie JL, Edmund Hockley EH, Terry King TK, Peter Rees PR, Dick Reeve DR, Jadene CleggJC, Phil Wignall PW.

**1. Apologies:** Lucy Stephenson, Susie Burrows.

**2. Minutes of previous meeting June 26<sup>th</sup> :** Approved

**3. Matters Arising:** subsumed within following agenda

### **4. Finance:**

- Current balance sheet tabled by PW at meeting
- Healthy balance of £8k+. NB this includes £3k+ signs money
- Need to apply for LSP cash to help support previous Road Run and Film Club series
- Need to purchase Pop Up stands for display at UTP events . **ACTION** PW to contact Heritage Trail designer to see if he could facilitate.

### **5. Neighbourhood Plan**

- PW is UTP rep, DC & DR also on Neighbourhood Plan (NP) Task Group
- UTP plays a considerable role within Task Group.
- Initial draft issued for consultation . Responses from community, RCC and other groups. 2<sup>nd</sup> Draft nearly ready for issue for further 6 week consultation period. Possible that final referendum may now take place in early 2014

### **6. Road Run Feedback**

- Very positive community feedback on both High Street and Tod's Piece
- Good use of Tod's Piece. Possibly stalls too spread out.
- Congratulations to LS for organisation. Good momentum for Tod's Piece event in 2014
- Steve Buzzard took photos of the event . **ACTION** DC to give memory stick to MO for photo inclusion on web site.

### **7. Heritage Trail Update**

- Interpretation Boards (7) about to move to production stage
- Trail Leaflets close to finalisation . Translations to be made available in French , Spanish, German and Mandarin. JC suggested Urdu.
- Web site now live including WW1 section, and information on all 20 identified sites. [www.uppinghamheritagetrail.org.uk](http://www.uppinghamheritagetrail.org.uk) . This will be further developed once Interpretation Boards and Leaflet completed
- Possible initial Launch Event Sunday Nov 3. Rutland High Sheriff has agreed to attend . Please keep day free in diary!

### **8. Cinema Club**

- 2 Films to date: Argo/Silver Lining
- 4 more planned in 2013. Next Wed Sept 11: The Saphires. **ACTION:** all to push sales.
- Finances require 42 attendance to break even following new financial arrangements with supplier of film/projection
- Extensive publicity including What's On/Posters in Uppingham/UTP Web Site/Face Book
- Discussion re film choice. Need to strike balance to offer an interesting and challenging evening.

- Congratulation to the team especially EH and Jannet Wignall. (apologies if I have left someone out DC)

## 9. Signage

- Progress has been made on both finger point signs and brown tourist signs, but full information not available **ACTION** : MO to meet with LS/EH to clarify and move it on.
- Possible advertising of Uppingham (including Heritage Trail) on Shorelink bus. TK indicated there may be a waiting list, but good idea to ask now for Spring 2014. **ACTION**: as above

## 10. Fair Trade

- MO indicated there had been a “break down of communication” between himself and Rutland County Steering Group.
- Fair Trade Uppingham directory available on UTP website : [www.theuppinghamtownpartnership.org.uk](http://www.theuppinghamtownpartnership.org.uk)
- **ACTION**: MO to speak to RC Steering Group to seek assistance for Uppingham accreditation.

## 11. Uppingham Late Night Shopping (LNS)

- LS needs volunteers to form organising group **ACTION** All –please contact LS to offer help & support

## 12. Small Business National Saturday

- Govt. Initiative to push local usage of small businesses
- LS has date/details
- Possible support from UTP. Possible collaboration with U1
- **ACTION** :To be on September Agenda

## 13. AOB

**13.1 UTP Website:** **ACTION**: all to view (see 10) and give feedback at September meeting

**13.2 UTP Facebook.** Considered to be essential. Needs to be updated very regularly. JC offered to take on the role of administrator. This offer gratefully accepted. **ACTION** MO to liaise with JC

### 13.3 Membership Vacancies

- Vacancy for Business member.
- TK indicated that OTP has abandoned The 3/3/3/3 structure. This structure was an original requirement, but no longer the case (but good practice to have a flexible structure to still include other organisations).
- OTP is changing to be solely a consultative organisation.
- **ACTION**: To be a September Agenda item.

### 13.4 Paid Administrator:

- DC raised issue of paid administrative support for organising major events. “donkey work”. This is how Oakham LNS is organised. Possible RCC support
- TK suggested that there are small pots of Section 106 cash that may come available
  - From Supermarket development in Oakham . Cash to be used to support economic retail development of towns
  - From Anglian Water. Cash controlled by tourism committee (NB Uppingham poorly represented on this). Cash to be used to support development of tourism
  - Two could together possibly support a FT/PT Market Town manager
  - Meeting considered that UTP events support BOTH retail traders AND tourist trade, so there could be mileage here.
- **ACTION**: To be a September Agenda item.

**14. Date of Next Meeting** : Wednesday 25 September 7.30 Town Hall.