

Minutes of the meeting of Uppingham Town Partnership
Wednesday May 28th 2014

Present:

Marc Oxley	Business (Acting Chair)	MO
Phil Wignell	Community (Treasurer)	PW
Susie Burrows	Community (Secretary)	SB
Dave Casewell	Uppingham Town Council	DC
Dick Reeve	Uppingham Town Council	DR
Carolyn Cartwright	Community	CC
Lucy Stephenson	Rutland County Council	LS

1. **Apologies:** Caroline Lawson-Dick, James Lammie. (Thanks to those who do send their apologies – it would be a great help if all members can remember to do so).
2. **Minutes from April meeting:** DC proposed they were accepted, DR seconded. Unanimous.
3. **Financial report:** PW passed around copies of our current expenditure/bank balance and it was agreed that while we are managing to maintain a responsible balance in case of unexpected event difficulties, we need to bear in mind that there are outgoings coming up. These include the payment for the signage (£3,300), a probable £1K for Feast Day & for Family Fun Day amongst others. However, we might be in a position to respond to requests from good community events by offering some financial support in appropriate situations (possibly, for example, during the WW1 commemoration events).
4. **Matters of business:**
 - a) **Independent's Day feedback & feedback from Jane Lang:** Jane was not able to attend the meeting but has said that, as far as she is able to tell, there is limited enthusiasm for Independent's Day amongst Uppingham retailers for this year as there is limited time. She has said that Uppingham First and the Business Forum are aware of the date. It was agreed that they would be the most suitable people to organise the event, but that we would be willing to give support where needed. **MO** to contact Libby to see if she has further information on ways in which we could help if Uppingham 1st/Business Forum are supporting the day. **SB** to check with Jane whether she knows anything more in a week or two. Hopefully, Jane will attend a further UTP meeting as it was agreed that her visit was very helpful. It is also hoped that a new business recently opened in Uppingham are keen to be represented on UTP – **LS** to confirm.
 - b) **Representation on Neighbourhood Plan Delivery Task Group:** PW will remain with the group (proposed by DC, seconded by DR. Unanimous)
 - c) **Signage Feedback:** Thanks were given to SB for finishing the task of the fingerposts, which should be installed in 5 weeks. Details of the fingerposts were passed around and agreed. **SB** to contact Dave Brown (Highways) & confirm that we can go ahead with installation on the two sites. **MO** is waiting for final costs from Paul Slater for the brown signs. As mentioned at the last meeting, it was agreed that the electric car point sign would look better as a smaller notice on the same post otherwise the brown sign looks confusing.
 - d) **Film nights update:** SB reported that UTC have kindly agreed to the installation of a new fixed cinema screen in the Town Hall. This generous gift is being ordered this week by

Andrew Robinson, and appreciation was expressed. UTP will take responsibility for installation & the moving of the wooden shield to a position above the main doors. It should be a big improvement in quality of the films. DC asked if there were more events such as the successful theatrical showing of 'If'. SB said that it is hoped to put on at least one a year.

- e) **Meeting in Oakham re. Town Manager:** SB & JL attended the meeting on 15.5.14, along with representatives from Uppingham 1st & OTP. There is no provision for income for Uppingham in either the Tesco or Sainsbury 106 money, but there is some from the Hawksmead development, to be shared with Oakham (a 50/50 basis was referred to at the meeting, but is to be confirmed). This should be £25K pa for a limited time, and will be triggered by the occupancy of the 75th dwelling. Uppingham 1st were in agreement with UTP that we did not feel that sharing a Town Manager with Oakham worked well. **SB** to email Ron and Alf to set up a date for the agreed informal meeting which is to precede the next formal meeting on July 11th. As before, it was agreed that our preferred option would be a part-time administrator which would leave us able to plan events but get assistance in their delivery.
 - f) **Health & Safety Policy:** the update of the policy was proposed by DC, seconded by LS and agreed unanimously.
 - g) **Feast update:** PW reported that all is going well, and that the flyer & banners are really good this year & are about to go to print. Everything is booked, including all music. LS, SB, CC, MO (evening) & DC all volunteered as marshals. **Please would those not able to attend the meeting email PW and let him know what times they are able to help.** There will be a financial shortfall of around £1K which it was agreed UTP could support.
 - h) **Feast distribution list:** Those present signed up for which streets they could deliver flyers to on the w/end of 13th - 15th June. The leaflets will be sorted and named/with streets & left at the Falcon reception desk. **SB** to email people unable to attend to ask them to deliver specific areas – email her now if you have a strong preference.
 - i) **Family Fun Day:** LS reported that the date is July 13th, which she will check with Susan and UTC. The Football Club is very involved, but we will need UTP marshals on the day please, for 2 hours stints. It was asked that we allocate £1K (as last year) to help with printing, advertising etc. DC proposed this was agreed, MO seconded. Unanimous. **LS** will look at Dave Ainslie's email to see if there might be something useful there for Family Fun Day.
 - j) **Meeting with Neil Moverley:** SB reported that Neil Moverley (a member of OTC, as well as working for VAR) would like to attend our July meeting to talk about funding he has for a computer workshop for carers in the Uppingham area. It was agreed he would be most welcome, and that we would think of appropriate contact points (Age UK, Rotary etc)
5. **AOB:**
- a) **People First Review:** LS asked that the word should be spread about completing questionnaires for the People First review. There will be a drop in at Uppingham Library on June 6th 10 – 12am, or look at www.rutland.gov/peoplefirst
 - b) **UTC representatives:** DC confirmed that he and DR are re-confirmed as UTC members for UTP, & that PR will also be confirmed as a rep. (LS, JL & TK are the members appointed by RCC).
 - c) **Rutland Tourist Board Rep:** **MO** is to check with Libby that Jay Goldmark has been confirmed as the Uppingham representative.

NEXT MEETING: June 25th. PLEASE REMEMBER THAT THIS IS THE AGM AND WILL START AT 7PM NOT 7.30