

## Minutes

**Meeting of the Uppingham Town Partnership Board  
At 7pm on Wednesday 26 January 2011  
Town Council Chamber, First Floor, Uppingham Town Hall,  
High Street East, Uppingham**

Present:

|                      |                                       |
|----------------------|---------------------------------------|
| Peter Jones          | Rutland County Council – Acting Chair |
| Phil Wignell         | Community                             |
| Caroline Toms        | Community                             |
| Marc Oxley           | Business                              |
| Caroline Lawson-Dick | Business                              |
| David Casewell       | Uppingham Town Council                |
| Peter Rees           | Uppingham Town Council                |
| Janine Rodger        | Rutland County Council                |
| Peter Ind            | Rutland County Council                |

In attendance:

|               |                              |
|---------------|------------------------------|
| Linda Todd    | Rutland Market Towns Manager |
| Neil Moverley | Voluntary Action Rutland     |

Apologies for Absence:

|                |                        |
|----------------|------------------------|
| Gillian Agar   | Community              |
| Lindsay Cooper | Uppingham Town Council |

Resignations:

|              |           |
|--------------|-----------|
| Alec Crombie | Community |
| David Barker | Business  |

1. Welcome and Apologies Action
- 1a. PJ welcomed all to the meeting and introduced Caroline Lawson-Dick, replacing Steven Halfpenny as the Uppingham School Business Representative and Neil Moverley of Voluntary Action Rutland.
- 1b. PJ announced with regret that Alec Crombie had resigned as the Chair and a member of the UTP Board. PJ thanked Alec for his contribution in setting up the UTP.

- 1c. PJ urged the Board to consider nominations for a replacement of the Chari position. As Vice Chair PJ will act as Chair in the interim. Board
- 1d. LT confirmed that David Barker had resigned from the UTP Board in December due to work commitments. DB was thanked for his contribution to the UTP.
- 1e. LT extended apologies from GA and LP.
2. Declarations of Interest
- 2a. With regard to items on the Agenda there were no declarations made.
3. Minutes of Wednesday 10 November 2010
- 3a. The minutes of the previous meeting were agreed.
- 3b. Action Points arising from this meeting updated in the UTP Action Point Diary.
4. Co-opted Members
- 4a. CL-D, Enterprise Manager for Uppingham School, introduced herself and the Board in turn made introductions.
- 4b. GA has been unable to attend Board meetings since cooption due to family commitments on Wednesday evenings. LT to thank GA for her interest in the work of the Board and seek to recruit a replacement Community representative. LT
- 4c. An appeal for Business and Community members to go out in the next Uptown Newsletter.
5. Voluntary Action Rutland
- 5a. Neil Moverley, Community Development Officer for Voluntary Action Rutland, introduced himself to the Board. NM explained that his role is to support local volunteer groups and organisations and his role is funded by the National Lottery for 3 years. Some of the groups NM supports are involved in care homes, church organisations and careers' associations. NM has recently assisted in the set up of Uppingham Connections, which is a group of Uppingham based charities, including the Stroke Association. Neil has worked with the Town Manager

and Town Clerk to take advantage of the opportunities to promote the work of VAR and local charities at the markets and events, such as the Christmas Late Night Shopping.

- 5b. NM explained that VAR and Uppingham Connections stood at the Uppingham farmers market in December. From the contacts made with the community on that day they were able to provide help and support for 12 individuals and their families. The Board stressed that depression does exist in Uppingham, that this should be recognised and agreed that the outreach work was an excellent initiative. DC suggested VAR work with Uppingham Town Council to look at how they could work with VAR and that consideration should be given on how to support VAR within the Community Hub project. Links to be created between organisations on website homepages. UTP  
UTC  
VAR
- 5c. PJ requested LT keep in touch with VAR and invite VAR representatives over to join the UTP Board meetings for involvement in discussion on relevant items. LT
6. Localism Bill
- 6a. A Plain English Guide to the Localism Bill was distributed prior to the meeting. This document was acknowledged and seen as a work in progress. The Board agreed to keep this in mind and consider the impact this Bill could potentially have on delivering projects and services to the community.
7. Constitution and Insurance
- 7a. Following queries raised by AC, NM had taken a look at the UTP Constitution. NM believed that it was a well formed constitution but that some points should be clarified around Code of Conduct, Refusal of Membership and Signatories.
- 7b. All agreed that with the suggested amendments from NM the Constitution would be adopted. Unanimous. NM and LT to meet to go over the amendments and then LT to forward to the Board by email for approval prior to the next Board meeting. LT
- 7c. Once point 7b has been actioned then LT to agree insurance with WPS (check £5M liability). LT
8. UTP Projects and Funding
- 8a. Community Hub – DC updated the Board on the progress of the

1<sup>st</sup> phase of the work at the Uppingham Town Hall. New windows and doors to go in on the front elevation by March. The 2<sup>nd</sup> phase will include the replacement of the west elevation windows and some internal improvements. The 3<sup>rd</sup> phase is the replacement of the outside storage to the east and a possible extension for community use. Funding has been achieved to secure the work to part way through the 2<sup>nd</sup> phase. The 4<sup>th</sup> phase, which includes plans to form a mezzanine floor and providing disabled access with a view to opening up the Uppingham Town Hall as a Community Hub. The Board discussed in more detail how the Town Hall could develop as a Community Hub, how the UTP could support this project, how the building would be used and how the project would be funded. The mezzanine area and expansion of footprint to the east could provide services such as an outreach for the Police with the mezzanine area housing some library and information services, museum with Uppingham relevant exhibitions and extended services (children's services). DC will provide the Board with more details and an outline of indicative costs should be available by March for the 2<sup>nd</sup> and 3<sup>rd</sup> phases with more details by June. The UTP would need to investigate funding opportunities such as the National Lottery fund for community buildings. LT believed that we would need to partnership with a local charity to gain this type of funding. NM said VAR can assist with funding application training. Board members to focus on finding suitable funding streams.

DC

Board  
LT

- 8b. Uppingham Cinema – MO updated on the progress for the Uppingham Cinema project and reported that UCC will support. PJ suggested MO meets with the staff at Live@ the Museum and Tracy Halliday at RCC. Support from volunteers from within the Board and the community will be required to ensure the success of this project.

MO

- 8c. Events – Events for 2011 include the Uppingham Carbon Awareness Day In February, Uppingham Feast Day in June (UTP), the Morris Men event in July, Uppingham Fete and Produce in August and the Classic Car event in September. Christmas Lights Switch could possibly be incorporated into the Christmas Late Night Shopping in December (UTP). LT to assist community where required.

LT

- 8d. In order to report on Christmas 2010 events the Rutland Market Towns Manager's Update was brought forward to this point. A copy of this report was distributed in advance of the meeting. UTP logo to go on future UTP events promotion. PW, CT, LT

8e. and MO to look at options for UTP logo design. PW-CT  
LT-MO

8f. NM informed the Board that there is a church group initiative to provide Street Pastors within the community.

Parking Update

9.  
9a. JR reported that RCC had undertaken a parking consultation in Uppingham in January. UTC is looking to RCC to support a revision of the Uppingham parking charges. A formal paper is due to go to RCC Cabinet on 15 February 2011.

9b. A report, prepared by Philip Bailey, Welland Market Towns Manager had been distributed prior to the meeting regarding parking charges across the Welland area. The Board requested LT extend thanks to PB.

LT

Rutland Access Group Audit

10.  
10a. DC informed the Board that this report had also been received by Uppingham Town Council. DC sits on Rutland Access Group Committee on behalf of UTC. The Town Council are discussing issues such as A Boards and parking in front of dropped kerbs on 16 February. DC to report back.

DC

Any Other Business

11.  
11a. Concerns were raised regarding the continuation of the R47 bus service. JR reported that the issue of transport in the County is being looked at as a whole by the Places directorate in order to make transport more coherent and user friendly. JR will keep the UTP informed of progress.

11b. Funding to be included on the Agenda for the next meeting.

Meeting dates

12.  
12a. Wednesday 9<sup>th</sup> March, 7pm

Wednesday 25<sup>th</sup> May, 7pm (later in the month due to local elections)

**Meeting closed at 9pm**