

Minutes

**Meeting of the Uppingham Town Partnership Board
At 7pm on Wednesday 9 March 2011
Town Council Chamber, First Floor, Uppingham Town Hall,
High Street East, Uppingham**

Present:

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

In attendance:

Linda Todd	Rutland Market Towns Manager
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Apologies for Absence:

Caroline Toms	Community
Peter Ind	Rutland County Council

1. Welcome and Apologies Action
 - 1a. PJ as Acting Chair welcomed all to the meeting.
 - 1b. PJ suggested that as the County Council and Town Council elections were due to take place the election of a new UTP Chair be postponed until the next meeting on Wednesday 25th May. All agreed.
 - 1c. LT extended apologies from PI and CT.
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. Item 1e – amend LP to LC. With this amendment the minutes of the previous meeting 26.1.2011 were agreed. LT

3b. Action Points arising from this meeting updated in the UTP Action Point Diary attached.

4. Rutland Market Towns Manager's Report

4a. The Rutland Market Towns Manager's Report was distributed at the meeting and LT briefed.

4b. LC and CL-D confirmed that the Classic Car event in September is organised by the Rotary Club and that Uppingham School were supporting by providing some parking.

4c. PJ will write to Ron Simpson regarding an item in the March Neighbourhood Forum Newsletter. The item regarding farmers market dates caused confusion among members of the public. PJ

4d. DC, MO, PW, PR volunteered to support sign erecting for the Uppingham Farmers Market and will form a rota.

LT was thanked for her work as the Rutland Market Town's Manager. PR confirmed the UTC commitment to the part funding of the post. PJ explained how the funding was structured and unfortunately full funding for the post was not secured. PJ suggested that UTC/UTP look at funding a part time TM role in the future. Queries were raised regarding support for the events and farmers markets. Queries regarding support for meetings and finance were raised. LT explained that she was handing over to Emma Savage, Tourism Manager at RCC. UTP requested that Emma attend the next UTP meeting on 25th May to clarify support commitments. LT LT

5. Finance Report

5a. LT circulated a finance report. LT explained the credit balance of £1,041 would adjust over the next few days as farmers market invoices for February and March had been sent out and the insurance premium was due to be paid.

6. Uppingham Feast Day and Rutland Festival

6a. Uppingham Feast Day will launch the Rutland Festival Fortnight on Sunday 19th June with the focus on Rutland Water in the

second weekend and Oakham Festival bringing the events to a close on the third weekend. PW and PR were concerned that preparations for Feast Day had not begun. LT confirmed that post CiCLE events will be handed over to Emma Savage. PJ requested LT forward a Feast Day brief and he will raise at director level.

LT

7. Volunteer Support

7a. LT reported that she had had discussions regarding the 'Big Society' drive to recruit community volunteers with Debra Hunt and Neil Moverley at VAR. LT reported that VAR had clear guidelines regarding recruiting, training and support for volunteers and they had made it clear that organisations recruiting volunteers have a duty of care. LT has forwarded information to Emma Savage. LT to invite Neil Moverley of VAR to the 25th May meeting.

LT

7b. Leigh White, has confirmed he would be happy to supervise the Uppingham farmers market but unfortunately will not be available for April.

8. UTP Projects and Funding

8a. Community Hub – DC updated the Board on progress. The 1st phase of the work at the Uppingham Town Hall is complete with new windows and doors in on the front elevation. The 2nd phase to include the replacement of the west elevation windows and some internal improvements will be completed in the next couple of weeks. DC gave apologies and confirmed he will prepare an updated paper for the next meeting on 25th May.

DC
Carry
over

8b. Uppingham Cinema – MO updated on the progress for the Uppingham Cinema project and reported that UCC have confirmed support. The first film will be The King's Speech and will be shown on Friday 13th May with an entrance fee of £4.50. There will be a bus from the Market Place and back with a £1 charge and this may be organised via Neil Moverley at VAR. MO to liaise with the staff at Live@ regarding promotion and online ticked sales.

MO

8c. UTP to have a logo by end March and form a group to promote the Uppingham Town Partnership. The group will produce a newsletter containing information regarding the UTP aims and objectives with details of events and project plans. This newsletter to go out with Uppingham Town Council newsletter.

The group to stand at the 2nd April farmers market to promote Feast Day and recruit new members.

PW/CT
DC/PR

9. Parking Update

- 9a. JR reported on progress. RCC and UTC had met and had agreed to subsidise a trial to reduce the 1st hour parking charge from 40p to 20p and the 2hr charge reduced from £1.10 to 80p. This would be monitored monthly for six months with a meeting after four months. There are various scenarios of how the car parks can be run but should Uppingham choose to run their own car parks there would be a fixed charge for the rent of the car parks by Rutland County Council.
- 9b. JR confirmed that a paper regarding transport within and beyond the county boundary will be going to Cabinet on 15th March.

10. Any Other Business

- 10a. The UTP Constitution was signed off by Peter Jones – Vice Chair, Marc Oxley – Secretary and Lindsay Cooper – Treasurer. The master copy will be placed in the UTP file.
- 10b. LT to forward the UTP Board copies of the UTP insurance to all and place the original in the UTP file.

LT

11. Meeting dates

The date of the next meeting is Wednesday 25th May, 7pm (later in the month due to local elections) then on Wednesday at 7pm on:

13th July
14th September
9th November

Meeting closed at 8.35pm