

Uppingham Neighbourhood Plan



2013 -2026



Databook

January 2014

Contents

Topic	Page Number
1. Introduction	4
2. Front Runner Bid and Notes of Task Group Meetings	5
3. Town Council Planning Committee Minutes	67
4. Town Council Minutes	99
5. Uppingham First Board Minutes	151
6. Business Forum Minutes	181
7. Uppingham Town Partnership Minutes	199
8. Newsletters	217
9. Workshops and Events	229
10. Key Correspondence, Questionnaires and Surveys	249
11. Analysis of Issues and Themes	271
12. Housing Site Data	281
13. Action on Responses to First Public Consultation	287
14. Action on Responses to Second Public Consultation	291

Introduction

This Databook documents the supporting evidence for the proposals and policies in the Uppingham Neighbourhood Plan. It complements the arguments, ideas and policies presented in the Plan and adds to the information in two preceding town documents, the Uppingham Parish Plan (2007) prepared in consultation with the local community, and Uppingham 2025 (2009), prepared in consultation with local business.

The Databook provides a chronology of continuous public consultation with the Uppingham community and its local businesses over a period of more than two years. It also documents the decision making trail pursued by Uppingham Town Council and its working partners in moving toward an agreed Draft Plan that would carry substantial public support.

This Databook is submitted as the legal evidence base for the external examination of the Uppingham Neighbourhood Plan by the appointed Examiner.

The Uppingham Neighbourhood Plan Databook can be viewed online at
www.uppinghamneighbourhoodplan.info

Databook prepared by

Ron Simpson

Lead Officer

Uppingham Neighbourhood Plan

January 2014

Front Runner Bid and Notes of Task Group Meetings

(In Chronological Order)

The original Front Runner bid was for just the town centre. At the request of the Town Council the project boundary was later enlarged to include the whole parish and a small part of Ayston. As part of this process the Task Group set up by Uppingham First was incorporated as an official working group of Uppingham Town Council.

The project team originally thought the timeline would be in months not years. In reality, it took over two years to produce the final draft of the Uppingham Neighbourhood Plan. This period included two six week public consultation periods. These consultations were informed by two published drafts of the Plan which were circulated to every household and business in the parish and published online.

The two year plus period of preparation included an interim public vote on possible housing site allocations. This was conducted via a newsletter delivered to every household.

Neighbourhood Planning Front Runners Scheme**Grant Application to Support the Creation of an Uppingham Town Centre Neighbourhood Plan****1. Introduction**

Rutland County Council is requested to make this application on behalf of the business led Uppingham First Community Group which proposes to work in partnership with the Forward Planning Group of Uppingham Town Council and the Uppingham Neighbourhood Forum. The area covered by the proposal is predominantly occupied by local businesses but has a significant number of residential properties. A plan is thought appropriate at this time to build upon the considerable private sector investment currently being made in town centre establishments such as the historic Falcon Hotel.

Uppingham is a small market town with a population of 4.5k which lies to the south of Rutland Water in England's smallest county and unitary authority – Rutland. Further information on the town, together with a short video, is available at www.uppinghamfirst.co.uk. Uppingham has Rutland's only Quality Parish/Town Council and has developed a progressive reputation with development agencies for its forward planning on sustainability issues. The town has won a number of awards for its innovative thinking from such organisations as the East Midlands Development Agency (emda), Action for Market Towns (AMT) and Britain in Bloom. Uppingham hosts a number of award winning businesses and offers some of the fastest broadband and community Wifi available in the UK.

Uppingham takes seriously its newly acquired powers of well being and is enthusiastic about the opportunities presented by the current government's passion for localism. In response the Town Council has established a forward planning group of councillors which incorporates members of its town and community partnerships. The Uppingham Neighbourhood Forum, the voice of the third/voluntary sector in the town, is party to this application as is the Chair of the Parish Plan Group who sits as a Community Director on the Board of Uppingham First.

2. The Proposal

The Uppingham neighbourhood wishes to participate in the Neighbourhood Planning Front Runners Project.

Acknowledging the Rutland Local Development Framework, the community wishes to build upon its Parish Plan (2007) and its business led development plan Uppingham 2025 (2009) and create a Neighbourhood Plan specifically for its Town Centre. The plan will have at its heart ideas generated by the Town Council Forward Planning Group and the Board of Uppingham First. Together with those already gathered from business and the community, the town's first ever town centre neighbourhood plan will be created and submitted to a community referendum. The applicants believe that such a plan will provide local governance with a clear mandate and direction for future development decisions. It will also take localism to the grass roots of the community empowering a strong neighbourhood mandate. It is estimated that the professional support, preparation, publication and referendum costs of the plan will total c£20k. The community will make a contribution to these costs.

Uppingham's vision for the future assumes a society:-

- With limited public finance and the need to generate and attract privately funded resources
- Where community governance is founded on effective leadership, localism and creative thinking with active collaboration between business, local government and the third sector
- Where enterprise and technology inform and support wealth creation, community safety, community health, environmental management and education for life
- Where social enterprise, cooperatives and innovation are nurtured to achieve community goals
- Where equality of opportunity and access to public services are a reality rather than an aspiration
- Where local businesses and a vibrant town centre and high street are valued and acknowledged as a key component of next generation sustainability
- Where Big Society thinking is the norm and the 'volunteer' is valued
- Where young and old, fit and unwell, affluent and not so affluent support each other in the community interest.

It is believed the proposed Neighbourhood Plan will help achieve these aims.

The Uppingham Community is regularly informed and consulted on matters of community interest via:-

- a) A Town Council quarterly newsletter
- b) Public participation sessions at all full town council meetings
- c) A quarterly business newsletter produced by Uppingham First
- d) A quarterly Neighbourhood Forum newsletter distributed to every household
- e) An online Community Forum at www.uppinghamfirst.co.uk

Consultation with the community on the proposed plan will utilise all of the above channels of communication. A plan of the town centre area is enclosed (to follow). The area includes the High Street and Market Square, Tods Piece and Station Road (the town's central industrial estate)

3. The Partnership

Information on Uppingham First is available at www.uppinghamfirst.co.uk. Uppingham First is both a public/private sector partnership and a company limited by guarantee registered with Companies House. The company requires all its Directors, trading partners and contractors to observe the latest procurement, quality and service standards required by EU and UK legislation. The company observes the Nolan Committee's Principles of Public Life and the Codes of Conduct of Rutland County Council and Uppingham Town Council.

4. Uppingham Town Council

Uppingham Town Council is Rutland's only Quality Parish Council and was given a fresh mandate in May 2011 with 15 councillors being elected from among 17 candidates. Twenty five per cent of the councillors elected are new to UTC. The Council sustains a positive working relationship with officers and members of Rutland County Council.

5. Uppingham Neighbourhood Forum

Uppingham Neighbourhood Forum is the voice of the voluntary and community sector in Uppingham. It is a fully constituted partnership of sports, community and charitable groups in the town. The Forum meets quarterly and elects three Community Directors to the Board of Uppingham First.

6. Lead Contact Details

The project lead at community level for this project is Uppingham Town Councillor and Uppingham First Director Ron Simpson. Ron is also Coordinator of the Uppingham Neighbourhood Forum.

Telephone 01572 823465 **Mobile** 07710 328469 **E-mail** secretary@uppinghamfirst.co.uk

6. Uppingham in Rutland

An excellent description of the Uppingham Community can be found in the 'popular' section of the homepage at www.uppinghamfirst.co.uk

7. Rutland

Information on the unique county of Rutland can be found at www.discover-rutland.co.uk and www.rutnet.co.uk

Unless otherwise requested please direct all correspondence to The Secretary, 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA

Company Limited by Guarantee: No: 6788282 **Registered Office:** 4 Queen Street, Uppingham Rutland LE15 9QR **VAT Reg. No.** 996401391
Tel: 01572 823465 **Mobile:** 07710 328469 **E-mail:** secretary@uppinghamfirst.co.uk

Uppingham Neighbourhood Plan

Inaugural Meeting - Task Group

Wednesday December 14th 2011

Venue – Garden Hotel - 7pm

Dear Colleague,

I write to you as a member of the Uppingham Neighbourhood Plan Task Group to invite you to our inaugural meeting to be held at 7pm on Wednesday December 14th 2011 in the Garden Hotel. The meeting will be chaired by Edward Baines. The agenda is as follows:-

AGENDA

1. Welcome and Introductions
2. What is a Neighbourhood Plan and what might be included
3. The Action for Market Towns Approach - A plan within a plan
4. Consultancy and other resources available
5. Action Plan and Timetable – Who can do what?
6. Youth and education representatives update
7. Community and business involvement and the gathering of ideas
8. Next steps
9. Date of next meeting

Ron Simpson

Secretary

Background Information

Task Group Data

See Appendix overleaf

The Uppingham First Partnership

Information on Uppingham First is available at www.uppinghamfirst.co.uk. Task Group Chair is Edward Baines, local businessman and County Councillor. Project Lead is UF Company Secretary Ron Simpson C Mgr FCMI CFCIPD MEd. He can be contacted directly on the telephone numbers below and via his direct e-mail rons@clara.net

Uppingham in Rutland

An excellent description of the Uppingham Community and a short video on the town can be found at the home page of www.uppinghamfirst.co.uk

Rutland

Information on the unique county of Rutland can be found at www.discover-rutland.co.uk and www.rutnet.co.uk

Procurement Standards

Uppingham First is both a public/private sector partnership and a company limited by guarantee registered with Companies House. The company requires all its Directors, trading partners and contractors to observe the latest procurement, quality and service standards required by EU and UK legislation. The company observes the Nolan Committee's Principles of Public Life and the Codes of Conduct of Rutland County Council and Uppingham Town Council.

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Objective

To prepare Plan and submit it to a community vote by the end of March 2012 enabling Uppingham Town Council to formalise it under new legislation in its April 2012 Council.

Accountable Bodies

Plan Preparation – Uppingham First
Plan Adoption – Uppingham Town Council
Finance – Uppingham First and RCC

Task Group-

Neighbourhood Forum - Executive Member – Michael Wellen
UF/Business Forum – Edward Baines + Tony Fowell + 1
Community Representatives – Mark Shaw & David Ainslie
Town Council Forward Planning Group – David Casewell (or Town Mayor)
Education Representative – To be advised
Youth Representative – public nomination
RCC Majority Group Ward Councillor – Lucy Stephenson

Officer Lead – Ron Simpson **Chairman** – Edward Baines

Consultancy Support: AMT, Locality, Planning Aid and English Heritage

RCC Professional Liaison: Brett Culpin

Plan Boundary – The Parish (subject to discussion with Uppingham School and DCLG)

Time Table

November – Board Briefing – Task Group established - Professional research and consultation with other front runners

December/Early January – Group meets; public/business/community group consultation; Liaison meeting with UTC Planning Committee – Key issues identified – Themes agreed

Late January – First draft of plan prepared – Working Group meets to amend/agree – First draft circulated to Board and Partners for comment

February – Focus Groups on plan proposals – Areas of addition/change identified Draft 2 prepared - Task Group meets and firms up draft 2 – Draft 2 circulated to Board and partners – Final Text agreed – Community poll publicity prepared.

March – Final draft printed and subjected to required professional review. If approved, publish and proceed to vote organised by Neighbourhood Forum and adoption by UTC.

Target document size – 20 pages of A4 or less!

Target cost of process – Less than £20k

Draft Budget Allocation (say £20k total)

Initial Research	£1k
Publicity	£2k
Consultation	£2k
Document writing	£2k
Professional fees	£4k
Photography	£1k
Professional Review	£1k
Printing and Distribution	£4k
Polling Costs	£2k
Administration Costs	£1k

Uppingham Neighbourhood Plan Task Group

Agenda and Action Points - Wednesday December 14th 2011 – Garden Hotel

AGENDA + Agreed Actions

1. Welcome and Introductions

Edward Baines (Chair) welcomed David Ainslie, David Casewell, Tony Fowell, Dick Reeves, Mark Shaw, Lucy Stephenson, Michael Wellen and Phil Wignell. There were no declarations of interest. Attending officers were Brett Culpin and Ron Simpson. Ian Hackney thanked for use of Garden Hotel.

2. What is a Neighbourhood Plan and what might be included

Group receive a short verbal presentation from Brett outlining the concept of Community Led Planning and Neighbourhood Plans. Agreed that all should work together as N Plan presented a unique opportunity for Uppingham. Significance of 'Front Runner' status was discussed and noted. Noted that it is the community's ideas the group must pursue, not just their own.

3. The Action for Market Towns Approach - A plan within a plan

Ron reported on attendance at Action for Market Towns (AMT) N Planning Event at which ideas were shared with other Front Runners. Following discussion agreed that group may explore 'plan within a plan' approach depending upon ideas generated.

4. Consultancy and other resources available

Available resources were noted as:-

- a. Rutland County Council – Brett would help the group as much as possible. Agreed he have an open invitation to attend group meetings. Noted that RCC did not propose to charge for Brett's time
- b. Uppingham Town Council - Agreed to request use of town hall for project as required
- c. Uppingham First – Noted that local businesses were offering meeting facilities at no cost and UF would administer project with only a volunteer rate time + expenses recharge to project
- d. Planning Aid – funded by government to offer informal advice
- e. English Heritage – also funded by government to help and contact made. Offer of project help when group has some draft outputs received. Publication 'Knowing Your Place' noted and available on web site at www.english-heritage.org.uk
- f. Locality – also funded by Government to offer help and advice. Good web site noted
- g. Rural Community Council – Practical experience of community consultation e.g. Parish Plans but will charge for their time
- h. AMT – Good consultancy service but will charge for support

5. Action Plan and Timetable – Who can do what?

Agreed that the group membership had considerable skills and knowledge base. Minimal use of paid consultancy was required. Independent inspection and polling requirements were noted. Officers to implement necessary arrangements. Tight timetable and the reasons behind it noted. Target is to have a Neighbourhood Plan document ready for an April meeting of Uppingham Town Council to approve. Agreed that, subject to early January discussion with Uppingham School (Chair has had preliminary conversation) and RCC/DCLG approval, the project be expanded to include the whole of the Parish. Revised map to be submitted to RCC! Draft budget noted. Monthly recharges of expenditure to be made by UF. Group agreed to meet regularly.

6. Youth and education representatives update

Education Rep awaiting dialogue with Uppingham School. Principal of UCC has initiated search for interested student to act as Youth representative.

7. Community and business involvement and the gathering of ideas

Recommendation to adopt a 'themes' approach agreed. Ideas already in Parish Plan and Uppingham 2025 noted. Community to be invited to contribute more ideas/initiatives via media and community planning day on Jan 28th. Business consultation letter to be sent out. Group members to promote dialogue about N Plan in community groups within their sphere of interest. Drawings of any ideas/proposals welcomed. Objective is to encourage community participation.

8. Next steps

Agreed that Community/business consultations commence immediately with appropriate items on web sites, Town Council Newsletter, Neighbourhood Forum newsletter, Twitter and Facebook.

Chair to make press/publicity statements as required.

Group members to forward any 'theme' proposals to Secretary within seven days so they can be included in media outputs

Community Consultation day agreed for Saturday Jan 28th 2012. Venue Town Hall

9. Date of next meeting

January 4th 7.30pm in the Town Hall. Meeting to concentrate on themes. This action list to act as calling notice for meeting.

Ron Simpson

Secretary

Notes circulated 16.11.2012

Unless otherwise requested please direct all correspondence to The Secretary, 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA

Uppingham Neighbourhood Plan Task Group

Agenda and Action Points – Wednesday January 4th 2012 – Town Hall

1. Opening Remarks – Chair

E B (Chair) welcomed everyone to the second meeting of the Task Group. It was noted that BC would not arrive until 7.30pm. It was therefore agreed to put back agenda item 6 until after his arrival. Present were DA, DC, RR, MW, PW, LS, EB, MS, RS.

2. Apologies

T F's apologies for absence were noted. He had a business commitment. BC arrived by 7.30pm.

3. Declarations of Interest

None

4. Action update

Actions since the last meeting were noted. In particular the distribution of a special edition of the Uppingham Neighbourhood Forum newsletter inviting public participation and feedback. Also publicity via www.uppinghamfirst.co.uk and the local press/radio.

5. Community/Business Feedback Update

RS reported that feedback had begun and that he proposed to capture this in some form of database. It was noted that there was already much data in the Parish Plan and Uppingham 2025. This needed to be incorporated in the group's outputs. The possibility of a Market Stall to engage the community was also discussed.

6. Are You Fit? - Neighbourhood Planning Event – BC

Following his arrival BC reported on this development opportunity. It was agreed he should contact the providers and secure as many places for Uppingham as possible. Any spare places to be offered to Town Council members.

7. Themes and Action Areas – Feedback and Discussion

Following discussion and minor amendments, it was agreed that all proposals and feedback be allocated to the following themes, with task group pairs documenting and expanding upon issues raised. There was significant discussion on the potential contribution of questionnaires.

Themes – Pre 2012 Newsletters

Drawn from group members, Parish Plan, Uppingham 2025, Business Respondents, Community Respondents – Pre Jan2012

Housing & New Build - quantity, character, location, distribution, eco status.
DA+DC

Town Centre and Market Square – character and heritage appearance, shop fronts, lighting, signage, security, parking, toilets, events.
EB+MW

Industrial Estates – character, location, security, signage, access.
RS+TF

Infrastructure – roads, bypass, broadband & community wifi, public transport, energy, sewage.
Uppingham First Directors + School

Open Spaces & Tods Piece – youth/sports/leisure provision, events, development.
RR+PW

Community Services – health, education, community safety and care, councils, Community Hub
LS +MS

Economic Development & Sustainability – business diversity/tourism/arts/residents/Schools
Uppingham School + UF Directors

PW proposed that an underlying theme of the document should be sustainability!

8. Community Planning Day - January 28th 2012

At the request of UTC reps date changed to February 4th 2012. Workshops 10am to 12noon and 2pm to 4pm. Main Hall to be organised into seven theme group tables for discussions.. BC offered to secure 7 display/chart boards. Participants will rotate around groups. Task Group members will host tables and document feedback/discussion.

9. Critical Path Issues – Appointment of Independent Inspector

Agreed that EB, RS and BC would discuss appropriate candidates to recommend to UF Board.

10. Next Steps

Special edition of UTC Newsletter. Joint work in pairs on theme feedback. EB and RS to meet Uppingham School. Letters to go to School Heads and Governors inviting participation.

11. Date of Next Meeting

Wednesday January 25th 7.30pm in the Town Hall. This action list to act as calling notice for meeting. Agreed for following meeting to enquire into the availability of Cricket Club.

Ron Simpson 7.1.2012

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Tel: 01572 823465 Mobile: 07710 328469 E-mail: secretary@uppinghamfirst.co.uk

Uppingham Neighbourhood Plan

Task Group Meeting Wednesday January 25th 2012

Venue – Uppingham Town Hall – 7.30pm

Agenda and Action Points

In Attendance

Edward Baines (Chair), David Casewell, Mark Shaw, Lucy Stephenson, Stephen Taylor, Michael Wellen, Phil Wignell.

RCC Liaison Officer – Brett Culpin
Project Lead Officer – Ron Simpson

1. Opening Remarks

EB welcomed everyone to the third meeting of the group and in particular Stephen Taylor, Bursar of Uppingham School.

2. Apologies

David Ainslie, Tony Fowell, Dick Reeves

3. Declarations of Interest

None

4. Action Update from Last Meeting

- RS reminded group members of important statements made at the previous meeting by Brett Culpin which clarified the relationship between the N Plan and existing RCC planning policies
- RS confirmed he had approached Ayston Parish to secure their support for Ayston being included within the N Plan boundary. An answer was expected soon
- EB confirmed a meeting had taken place with Uppingham School, hence the Bursar's presence
- RS reported on the consultation responses received to-date
- Parish Boundary Plan and Development Sites numbering plan tabled

5. Community/Business Feedback Update

- a) Neighbourhood Forum – This had met on January 18th 2012. The meeting was very well attended with over 30 residents generating ideas and suggestions for the Plan's content. Minutes of meeting circulated.
- b) Schools – Leighfield School has responded positively and two year groups of children are to participate in a presentation and discussion with LS and RS on February 1st 2012. UCC continues to look for a suitable youth representative
- c) Individual – A small number of responses have been received to-date and will be added to the outputs of the February 4th workshops.

6. Theme Groups - Progress Reports

- Housing and New Build – No report. BC provided confidential insight into preliminary analysis of community and business responses to the RCC development sites consultation
- Town Centre and Market Square – First thoughts report received – to be circulated
- Industrial Estates – To be discussed at Business Forum in February
- Infrastructure – To be discussed initially at Business Forum
- Open Spaces & Tods Piece – No report but letter gone to sports clubs
- Community Services – First thoughts report received – to be circulated
- Economic Development & Sustainability – To be discussed initially at Business Forum.

7. Community Planning Workshops

RS to book Town Hall and make necessary admin arrangements. RS will finalise programme and facilitator arrangements. Request from Town Mayor to give a welcome to the Town Hall agreed. BC offered to make small presentation – accepted. Agreed contingency arrangements if numbers attending are small.

8. Sustainability

Agreed that this issue was important and PW thanked for circulating useful doc.

Agreed that PW should lead with RS on this issue and hold relevant discussions. Hyperlink to doc to be circulated.

9. Appointment of Independent Inspector

RS reported receipt of CVs from one company candidate. BC to secure a second option in time for UF Board meeting on February 16th 2012.

10. Request from UTP Chair

Agreed no action be taken on this matter.

11. Developer Offer

It was noted that Uppingham First was proposing to meet Housing Developers as they came forward with proposals. UF has suggested the Task Group might also receive a series of presentations for relevant sites. Agreed.

12. Next steps

- RS to coordinate documentation of public responses from workshops, theme group leads, neighbourhood and business forums (Also ideas not yet addressed in Parish Plan and Uppingham 2025) into single document
- BC, RS and PW to meet on sustainability
- RS to finalise workshop programme and arrangements
- Remaining Theme Group papers to be forwarded to RS and tabled at next meeting
- Updating and Budget Reports to Board of Uppingham First

13. Date and Venue of next meeting

February 29th 2012 at 7.30pm. Venue – The Falcon Hotel.

Ron Simpson

Secretary

N Plan Themes

1. **Housing & New Build** - quantity, character, location, distribution, eco status.
2. **Town Centre and Market Square** – character and heritage appearance, shop fronts, lighting, signage, security, parking, toilets, events.
3. **Industrial Estates** – character, location, security, signage, access.
4. **Infrastructure** – roads, bypass, broadband & community wifi, public transport, energy.
5. **Open Spaces & Tods Piece** – youth/sports/leisure provision, events, development.
6. **Community Services** – health, education, community safety and care, councils.
7. **Economic Development & Sustainability** – business diversity/tourism/arts/residents

Copy for info to: RCC, UTC, UNF, UTP, UF Board.

Uppingham Neighbourhood Plan
Task Group Meeting - Thursday April 26th 2012

Venue – The Falcon Hotel – 7.30pm

Agenda and Action Points

In Attendance

David Ainslie, Edward Baines (Chair), David Casewell, Andrew Dighton, Dick Reeve, Mark Shaw, Phil Wignell.

RCC Liaison Officer – Brett Culpin

Project Lead Officer – Ron Simpson

1. Opening Remarks

EB welcomed everyone to the meeting and confirmed that there had been two informal meetings of the group since the last formal meeting of the group. EB also put on record that there had been a formal briefing on the N Plan at Catmose for himself and Ward County Councillors in the presence of the RCC Head of Legal Services and the Chief Executive. A revised and updated timeline for the project had been promised by the Planning Department.

2. Apologies

Tony Fowell, Lucy Stephenson, Michael Wellen.

3. Declarations of Interest

None

4. Action Update from Last Meeting

Following discussion it was noted that:-

- a) On May 10th 2012 The Board of Uppingham First would approve that final accountability for the project be transferred to Uppingham Town Council (UTC)
- b) At the same meeting, the Board of Uppingham First would be asked to continue their support for the project in the form of a continuation of the Task Group, its lead officer and its Director representatives including Chair Edward Baines
- c) On May 2nd 2012 Uppingham Town Council would be invited to become the accountable body for the Uppingham Neighbourhood Plan
- d) At the same meeting Uppingham Town Council would be invited to continue with the present Task Group to complete the project and in addition invite a representative of Ayston Parish to join the group
- e) The Project Lead Officer, (RS) had met with some members of Ayston Parish at a Parochial Church Council meeting and had urged them to call a Parish Meeting with a view to securing written agreement for Ayston Parish to become involved in the project.
- f) The Project Lead Officer had now secured written opinion from the Department of Communities and Local Government (DCLG) on the desire of Rutland County Council to control expenditure decisions during the project.
- g) The outstanding invoice for repayment of the project expenses to date had not yet been paid by RCC.

5. Finance Update

Following discussion and circulation of e-mails from RCC, DCLG and Action for Market Towns (AMT) it was noted that-

- a) Both DCLG and AMT had supported the RS opinion that it was unusual and inappropriate for RCC to want to exercise detailed control over the project. The correspondence received confirmed that, in most areas, the project grant had simply been handed over in its entirety to the successful applicants for front runner status
- b) RCC arguments for retaining a significant proportion of the grant to cover RCC costs were not upheld by DCLG or AMT
- c) Additional funding to cover RCC statutory obligations within the N Planning process were to be allocated by government

Upon hearing from BC and the Chair that there may be some shortfall in the additional grant to be provided to RCC it was agreed that both UTC and the Board of UF Board be invited to support the following proposal:-

That RCC be invited to settle its outstanding account with UF and transfer £15k (less the sum owed to Uppingham First) to UTC on the understanding that if RCC costs were in excess of £5k, the Task Group would be happy to consider an appropriate level of refund.

6. Proposed Amendment to RCC Housing Strategy Document

Following assurances from BCs that the amended and updated document going to RCC Cabinet addressed the issue raised by Uppingham Town Council representatives, it was agreed that no further action be taken on this matter.

7. Update on RCC Site Allocation Consultation

BC confirmed that it was now unlikely that preferred options would be finalised any earlier than September.

8. Revised Timeline for Project

It was noted that although the updating document promised to EB had not yet materialised, BC had been able to make a presentation to the RCC Parish Forum which appeared to give updated detail of legislative requirements. BC advised that this information was to be placed on the RCC web site and agreed to circulate this to Task Group members.

9. Theme Groups Update

It was noted that all groups had now responded in some form with the Economic Development Group tabling the recent survey of business opinion undertaken by the Uppingham Business Forum. The strong mandate in support of the town council's interest in Localism was of particular note.

10. Schedule of N Plan Ideas

RS tabled the six pages of ideas that had emerged to date from individual responses to the Task Group's enquiries and workshops. If these were added to the feedback from Task Group members and the Business Survey, the group now had a considerable amount of material to work with. It was noted that some of the proposals would not relate well to the nature of a Neighbourhood Plan. It was agreed that a preliminary assessment of these would form part of PW's first draft sustainability assessment.

11. Developer Meetings

RS reported on preliminary meetings with a number of developers and presentations made to Uppingham First and some Task Group members. All developers appeared to be enthusiastic about developing a dialogue with the Task Group. This was to be welcomed although it was important that planning committee member did not fetter their interest.

12. Community Planning Day

This was agreed for June 30th in the Town Hall.

13. Next Steps

RS to finalise plans for the Community Planning Day

RS to forward e-mail group to PW

PW to commence sustainability analysis on ideas received

RS to forward task group discussion outputs to PW

BC to approach Planning Consultants OPUN for a suitable date to meet the Task Group and forward the RCC website NP link

RS/EB to present appropriate resolutions to Board of Uppingham First

Town Council members to present appropriate resolutions to UTC.

Date of next meeting to be fixed in consultation with OPUN

RS/EB to fix later date for presentation by developer(s) to Task Group

14. Date and Venue of next meeting

Now agreed with OPUN as 7.30pm on Tuesday May 15th 2012 in The Falcon Hotel

Ron Simpson
Secretary

N Plan Themes

- 8. Housing & New Build** - quantity, character, location, distribution, eco status.
- 9. Town Centre and Market Square** – character and heritage appearance, shop fronts, lighting, signage, security, parking, toilets, events.
- 10. Industrial Estates** – character, location, security, signage, access.
- 11. Infrastructure** – roads, bypass, broadband & community wifi, public transport, energy.
- 12. Open Spaces & Tods Piece** – youth/sports/leisure provision, events, development.
- 13. Community Services** – health, education, community safety and care, councils.
- 14. Economic Development & Sustainability** – business diversity/tourism/arts/residents

Copy for info to: RCC, UTC, UNF, UTP, UF Board.

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Uppingham Neighbourhood Plan
Task Group Meeting - Thursday June 28th 2012

Venue – The Falcon Hotel – 7.30pm

Agenda and Action Points

In Attendance

Edward Baines (Chair); David Casewell; Dick Reeve; Mark Shaw; Lucy Stephenson.

Project Lead Officer – Ron Simpson – Uppingham First

1. Opening Remarks

EB welcomed everyone to the meeting and confirmed that there had been two informal meetings of the group since the last formal meeting of the group. EB also put on record that there had been a formal briefing on the N Plan at Catmose for himself and Ward County Councillors in the presence of the RCC Head of Legal Services and the Chief Executive. A revised and updated timeline for the project had been promised by the Planning Department.

2. Apologies

David Ainslie, Andrew Dighton, Tony Fowell, Phil Wignell.
RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

None

4. Notification of New Member

It was noted that there was to be a meeting of the Executive Committee of the Uppingham Neighbourhood Forum to nominate a representative to replace Michael Wellen.

5. Action Update from Last Meeting

Following discussion it was noted that:-

- h) LS had prepared notes of the previous meeting with RS being on holiday. These would be circulated when typed up
- i) RCC had now paid the outstanding UF account and UF had paid UTC and UNF the monies owed to them
- j) On May 10th 2012 the Board of Uppingham First had approved that final accountability for the project be transferred to Uppingham Town Council (UTC) and authorised the continued provision of administrative support to the task group
- k) On May 10th 2012 the Board of Uppingham First had resolved that RCC be requested to transfer the sum of £15k (less the monies owed to Uppingham First) to Uppingham Town Council which was to create a ring fenced account for the Neighbourhood Plan project.
- l) The Project Lead Officer (RS) had prepared a draft letter on the revised boundary request to RCC. This was approved without amendment and was to be forwarded by DC to Susan Awcock, the Uppingham Town Clerk, for formal submission to RCC

6. Administrative Arrangements Update

- d) A budget position statement was tabled by RS. This was correct for the date of transfer of accountability to UTC. It was agreed that budget headings were still appropriate and that an updated document should be forwarded to UTC for their adoption. It was further agreed that UTC be asked to pay all future bills direct.
- e) It was agreed that while RS was covered by Uppingham First for insurance purposes for his task group work, that UTC be asked to arrange public liability cover for all other task group members where it was required.

7. Developer Event Arrangements

Following discussion it was noted that:-

- a) Notice of the event had been hand delivered to residents of Branston Road
- b) Public notice of the event had been placed in newspapers, on posters in the High Street, on the Uppingham First web site and on local radio
- c) An advance programme with supporting notes had been sent to all developers
- d) RS and PW were to give a joint presentation on the work of the Task Group

- e) Lunch had been organised for all presenters at the Lake Isle but no refreshments would be provided for participants
- f) Uppingham Neighbourhood Forum would provide presentation equipment
- g) RS and the Town Clerk were liaising on developer participation.

8. Request from DCLG

RS advised that he had been approached by DCLG civil servants who wished to visit Uppingham and meet the Task Group. They also proposed to meet RCC. DCLG had reviewed the work of the Task Group so far and had identified Uppingham as one of the Front Runners close to drafting a plan. They hoped to visit around the end of July to view the neighbourhood hood and meet the Task Group as well as review the Plan's first draft. DCLG had been very supportive in their comments and had praised the community participation documented on www.uppinghamfirst.co.uk describing the site as "A great read showing great community engagement"

Following discussion on available dates it was agreed that DCLG be offered the opportunity to visit on either August 1st or 2nd 2012, the latter being first choice. It was further noted that extensive drafting work and a small community vote on some matters would be necessary during July.

9. Next Steps

It was noted that following the Developer Day work would now press ahead on a draft of the plan and the preparation of an appropriate sustainability document.

10. Any Other Business

It was agreed that notes of the meeting document the Task Group's condolences to the family of the recently deceased RCC Director of Places.

11. Date and Venue of next meeting

Date of next meeting was agreed as July 11th 2012 at 7.30pm in The Town Hall. Further meeting dates were agreed for July 19th and July 26th 2012.

Ron Simpson
Secretary

N Plan Themes

- 15. **Housing & New Build** - quantity, character, location, distribution, eco status.
- 16. **Town Centre and Market Square** – character and heritage appearance, shop fronts, lighting, signage, security, parking, toilets, events.
- 17. **Industrial Estates** – character, location, security, signage, access.
- 18. **Infrastructure** – roads, bypass, broadband & community wifi, public transport, energy.
- 19. **Open Spaces & Tods Piece** – youth/sports/leisure provision, events, development.
- 20. **Community Services** – health, education, community safety and care, councils.
- 21. **Economic Development & Sustainability** – business diversity/tourism/arts/residents

Copy for info to: RCC, UTC, UNF, UTP, UF Board.

Unless otherwise requested please direct all correspondence to The Secretary, 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA

Uppingham Neighbourhood Plan
Task Group – Wednesday July 11th 2012

Venue – The Town Hall – 7.30pm

Agenda and Action Points

In Attendance

David Ainslie, Edward Baines (Chair), David Casewell, Andrew Dighton, Mark Shaw, Phil Wignell

Project Lead Officer – Ron Simpson

1. Opening Remarks

EB welcomed everyone to the meeting and confirmed that the main business of the evening was an exploration of community responses via a presentation from Phil Wignell.

2. Apologies

Tony Fowell, Dick Reeve, Lucy Stephenson.
RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

None

4 Action Update from Last Meeting

Following discussion it was noted that:-

- m) UTC had now approved the updated budget agreed at the last Task Group meeting
- n) The letter regarding Ayston Parish had now been sent by the Town Clerk to RCC
- o) Membership of and administrative arrangements for the Task Group had been agreed by UTC. Town Clerk to be asked to circulate report to all members of the Task Group via RS.
- p) No monies had yet been transferred by RCC to UTC. Agreed that the Chair chase up this matter.

5. Developer Event Review

In discussion it was noted that:-

- a) The Developer Event was a worthwhile exercise
- b) Hearing the Developers speak consecutively was most instructive
- c) Branston Road residents had valued the opportunity to air their concerns with Spire Homes
- d) The morning was well attended but the afternoon less so
- e) Discussion with Developers over lunch had gone well
- f) A number of interesting ideas were tabled for Task Group consideration.
- g) Developers should be thanked for their collaborative effort.
- h) UTC be thanked for the use of the Town Hall
- i) PW and RS be thanked for their joint presentation
- j) Uppingham Neighbourhood Forum be thanked for the use of the computer, projector and screen
- k) Developer Day response from P Ind was noted.

6. DCLG Visit

RS confirmed that he was awaiting confirmation of the proposed date of August 2nd 2012.

7. Analysis of Community Response - Session 1.

Following an interactive presentation from Phil Wignell and extensive group discussion It was agreed that:-

- a) PW be thanked for his excellent work to date
- b) The Task Group's first findings be documented as below
- c) RS to review all submissions by next meeting to identify any missing issues and priorities
- d) A Community Questionnaire on priorities be prepared for approval by the group and distribution by the Neighbourhood Forum
- e) RS commence an outline 'first draft' of the Plan for consideration by the group at a future meeting.

8. Date and Venue of next meeting

Date of next meeting was agreed as July 19th 2012 at 7.30pm in The Town Hall. Following Meeting - July 26th 2012 with a change of venue.

**Preliminary Key Issues Emerging from Work undertaken by PW to date
(Excel Spreadsheet attached as separate file)**

1. Community

- a) Tods Piece
- b) Open Spaces /Events
- c) Youth Provision/Education
- d) Community Services
- e) Supermarket

2. Housing

- a) Appropriate accommodation for various groups
- b) Location
- c) Clustering
- d) Design Standards – Independent architectural review for larger buildings

3. Industry

- a) Location
- b) Station Road Site issues
- c) Uppingham Gate issues/possibilities
- d) Start Ups

4. Parking and Congestion

- a) Capacity
- b) Transport alternatives to reduce demand
- c) Signage
- d) Traffic Flow

5. Environmental Awareness

- a) Reduction of Impact
- b) Aesthetics

6. Bypass

7. Town Centre

- a) Appearance and use

8. Safety

- b) Separation of People, Cars, Bicycles.

Copy for info to: RCC, UTC, UNF, UTP, UF Board.

Unless otherwise requested please direct all correspondence to The Secretary, 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA

Uppingham Neighbourhood Plan
Task Group – Wednesday July 19th 2012

Venue – The Town Hall – 7.30pm

Agenda and Action Points

In Attendance

David Ainslie, Edward Baines (Chair), Andrew Dighton, Dick Reeve, Mark Shaw, Phil Wignell

Project Lead Officer – Ron Simpson

1. Opening Remarks

EB welcomed everyone to the meeting and confirmed that the main business of the evening was an exploration of community responses via a presentation from Phil Wignell.

2. Apologies

David Casewell Tony Fowell, Lucy Stephenson.
RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

None

4 Action Update from Last Meeting

Following discussion it was noted that:-

- q) RCC had only forwarded £10k of the DCLG grant to UTC. The group expressed its disappointment.
- r) The letter regarding Ayston Parish sent by the Town Clerk to RCC had been rejected as the Task Group's text appeared to encompass the whole parish of Ayston. It was agreed that Dick Reeves prepare a new map and submit it to the Town Clerk for forwarding to RCC
- s) The DCLG visit would now be on August 1st. It was agreed RS prepare a programme in line with group discussion and forward it to DCLG for their acceptance.

5. Update of Key Issues

The group worked through a final list of issues to be considered for the plan, drawn from a full review of all existing documents and responses received. It was agreed that most would fit into the existing structure but that an additional theme of 'tourism' was required (Additions in red below)

6. Development Site Analysis

Following detailed discussion it was agreed that the group determine its position on development sites at the next meeting via amendments to a draft document to be prepared by RS but founded initially on the UTC response to RCC. DA agreed to contact the Town Clerk to action this.

7. Sustainability Document

PW raised concerns about the technical requirements of the necessary Sustainability Study. He felt it was appropriate to engage professional support. Agreed that the next meeting consider arrangements to appoint a suitable professional.

8. Date and Venue of next meeting

Date of next meeting was agreed as July 26th 2012 at 7.30pm in Uppingham School.

Ron Simpson
Secretary

Update of Key Issues Emerging from Work undertaken by PW and RS

1. Community

- f) Tods Piece
- g) Open Spaces /Events/**Arts**
- h) Youth Provision/Education
- i) Community Services
- j) Supermarket

2. Housing

- e) Appropriate accommodation for various groups
- f) Location
- g) Clustering
- h) Design Standards – Independent architectural review for larger buildings

3. Industry

- e) Location
- f) Station Road Site issues
- g) Uppingham Gate issues/possibilities
- h) Start Ups

4. Parking and Congestion

- e) Capacity
- f) Transport alternatives to reduce demand
- g) Signage
- h) Traffic Flow

5. Environmental Awareness

- c) Reduction of Impact
- d) Aesthetics

6. Bypass

7. Town Centre

- c) Appearance and use

8. Safety

- d) Separation of People, Cars, Bicycles

9. Tourism

- a) **Facilities for walkers**
- b) **Heritage**

Copy for info to: RCC, UTC, UNF, UTP, UF Board.

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Uppingham Neighbourhood Plan
Task Group Meeting – Thursday August 16th 2012

Venue – The Town Hall

Agenda and Action Points

In Attendance

David Ainslie, Edward Baines (Chair), David Casewell, Dick Reeve, Mark Shaw, Phil Wignell

Project Lead Officer – Ron Simpson

1. Opening Remarks

EB welcomed everyone to the meeting and reported receipt of some notes on the group's development sites recommendations from Brett Culpin sent to him as Task Group Chair.

2. Apologies for Absence

Andrew Dighton, Tony Fowell, Lucy Stephenson.
RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

Mark Shaw and Ron Simpson declared an interest in development sites UPP07 and UPP26 as they both live on The Beeches Development.

4 Action Update

Ron reported on a bid to the Design Council for independent professional support following a recommendation by DCLG colleagues.

David Casewell reported on a scoping paper on Tods Piece prepared by the Forward Planning Group of the Town Council. This had been circulated to Task Group members and would be a useful starting point for discussions Tods Piece.

Ron reported that a visit to another Front Runner was being sought. It was agreed that early October would be a good time for Task Group members.

Phil reported that he had taken a preliminary look at one of the sustainability references supplied by DCLG. It was agreed that Phil and Ron arrange a meeting with RCC to continue the SEA debate.

Ron reported that the Task Group recommendations were now on line at www.uppinghamfirst.co.uk on the Neighbourhood Forum pages. He had also received follow up contact from one of the developers. It was agreed that developers be encouraged to continue their dialogue with the Task Group, meeting as appropriate.

Ron updated the Task Group on the 'interests' and 'eligibility' documentation to be signed by non-councillor members.

5. Development Sites Document and Questionnaire

Following further discussion and consideration of RCC comments it was agreed that:-

- a) The group's recommendations and comments be updated. See attachment dated 16.8.2012
- b) The Uppingham community be invited to agree/disagree with the Task Group's decisions via a community ballot
- c) The closing date for responses be September 14th 2012
- d) The Uppingham Neighbourhood Forum be invited to prepare, print and distribute a special edition of their newsletter containing introductory notes, the two sided questionnaire and a two sided map showing the location of all sites. Cost of this exercise to be funded from the Task Group budget.

6. Next Actions

It was agreed that the next group agenda concentrate on Tods Piece and Economic Development issues with the following meeting looking at the site recommendation ballot results. Dick's suggestion that we ask DCLG to help identify any other Front Runner who is demonstrating best practice on economic development and industrial estate issues was agreed. (Enquiry sent by e-mail 17.8.2012).

7. Date and Venues of Next Meetings

Thursday September 6th 2012 at 7.30pm in the Town Hall.

Tuesday September 25th 2012 at 7.30pm at the Cricket Club.

Ron Simpson
Secretary

Summary of Key Issues Emerging from Community Responses

1. Community

- k) Tods Piece
- l) Open Spaces /Events/Arts
- m) Youth Provision/Education
- n) Community Services
- o) Supermarket

2. Housing

- i) Appropriate accommodation for various groups
- j) Location
- k) Clustering
- l) Design Standards – Independent architectural review for larger buildings

3. Industry

- i) Location
- j) Station Road Site issues
- k) Uppingham Gate issues/possibilities
- l) Start Ups

4. Parking and Congestion

- i) Capacity
- j) Transport alternatives to reduce demand
- k) Signage
- l) Traffic Flow

5. Environmental Awareness

- e) Reduction of Impact
- f) Aesthetics

6. Bypass

7. Town Centre

- e) Appearance and use

8. Safety

- f) Separation of People, Cars, Bicycles

9. Tourism

- a) Facilities for walkers
- b) Heritage

Attachment: Questionnaire 16.8.2012

Copy for info to: RCC, UTC, UNF, UTP, UF Board.

Unless otherwise requested please direct all correspondence to The Secretary, 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA

Company Limited by Guarantee: No: 6788282 Registered Office: 4 Queen Street, Uppingham Rutland LE15 9QR
Tel: 01572 823465 Mobile: 07710 328469 E-mail: secretary@uppinghamfirst.co.uk

Uppingham Neighbourhood Plan

Task Group Meeting – Thursday September 6th 2012

Venue – The Town Hall

In Attendance

David Ainslie, Edward Baines (Chair), David Casewell, Dick Reeve, Mark Shaw, Lucy Stephenson.

Project Lead Officer – Ron Simpson

1. Opening Remarks

EB welcomed everyone to the meeting and reported on a telephone conversation with the owner of development site number UPP 19 who had indicated that the site had been withdrawn from the market some time ago but it had been left on the list by RCC. It was agreed that this site should be excluded from the Task Group's future considerations.

2. Apologies for Absence

Andrew Dighton, Tony Fowell, Chris Merrick, Phil Wignell

RCC Liaison Officer – Brett Culpin

3. Introduction of New Member

It was agreed that Chris Merricks be accepted as a member the Task Group representing The Branston Road Forum and the Uppingham Neighbourhood Forum.

4. Declarations of Interest

Mark Shaw and Ron Simpson again declared an interest in development sites UPP07 and UPP26 as they both live on The Beeches Development. David Casewell declared an interest as an allotment holder.

5. Action Update

Ron reported that a bid to the Design Council for independent professional support had been successful and that full details of the support to be offered were awaited.

Publication of the Plan Boundary consultation material by RCC awaited (**Now set for September 24th**)

Ron reported on a response to the query to DCLG seeking advice on which Front Runners were making good progress ref industrial developments. A contact at Manchester's Chamber of Commerce had now been provided. It was agreed that additional enquiries be made at a local level, in particular Market Harborough.

Ron reported that no date had yet been agreed for a meeting with RCC ref sustainability. BC had been asked for options.

Ron confirmed that the Neighbourhood Forum had hand delivered to all households a copy of their newsletter including the voting document on the group's development site recommendations. Closing date for returns was September 14th. Responses would then be analysed. There had been considerable positive feedback on the initiative. (**120 responses received today (18.9.2012)**)

6. Budget Update

It was agreed that an updated financial statement be attached to the notes of the meeting.

7. Work Programme

Discussion commenced on 'Community' proposals and in particular those relating to Tods Piece. It was agreed that the future of the allotments be included in these discussions. Also the community hub and library.

It was agreed that a detailed follow up of the community's initial proposals be conducted via a one to one survey of the current users of Tods Piece. Lucy and Ron to prepare draft survey documentation with final document to be ready by the end of September. Survey to be undertaken via three one hour slots during the morning, lunchtime and after school. Different dates to be chosen to allow for poor weather and Task Group members to volunteer as interviewers if available. Dates/times to be circulated with the deadline for completion of survey to be Saturday October 21st. Results to be considered at the following Task Group meeting to be held on October 24th 2012. There was considerable discussion on the possible content of the questionnaire and the need to include some equality monitoring. It was agreed that Football Club users should be included if possible.

7. Date and Venue of Next Meeting

Tuesday September 25th 2012 at 7.30pm at the Cricket Club.

Summary of Key Issues Emerging from Community Responses

1. Community

- p) Tods Piece
- q) Open Spaces /Events/Arts
- r) Youth Provision/Education
- s) Community Services/Library/Community Hub
- t) Supermarket
- u) Allotments

2. Housing

- m) Appropriate accommodation for various groups
- n) Location
- o) Clustering
- p) Design Standards – Independent architectural review for larger buildings

3. Industry

- m) Location
- n) Station Road Site issues
- o) Uppingham Gate issues/possibilities
- p) Start Ups

4. Parking and Congestion

- m) Capacity
- n) Transport alternatives to reduce demand
- o) Signage
- p) Traffic Flow

5. Environmental Awareness

- g) Reduction of Impact
- h) Aesthetics

6. Bypass

7. Town Centre

- g) Appearance and use

8. Safety

- h) Separation of People, Cars, Bicycles

9. Tourism

- a) Facilities for walkers
- b) Heritage

Attachment: Budget Update: **Volunteer hours to be updated at next meeting**

Copy for info to: RCC, UTC, UNF, UTP, UF Board.

Unless otherwise requested please direct all correspondence to The Secretary, 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA

Present: DAinslie, EBaines, LStephenson, DReeve, PWignell, CMerricks, BCulpin

2) Apologies: RSimpson, MShaw, DCasewell, AD

3) Declarations of interest:

- none as such unless move onto HSW – EB

1) Chair's opening remarks:

- a. Stephen Taylor: phone call: comments: survey too fast (resident and bursar), got the impression we were suggesting and recommending therefore we were pushing so therefore top down. (Brett Culpin had suggested we avoided using 'recommend') But noted we were simply showing what we thought as a group

We therefore need to ensure when we go to referendum that it is made clear that the public decide.

Preferred options map shown to group (Brett gave remarks) also noted windfall numbers allowed to account towards 250 so now 160 for 'needed' development

Consultation Period for preferred sites:

- 9/10/12 – start of 6 weeks consultation period then back to RCC to collate comments and then an independent examination will ensue
- Uppingham 9/10/12- in library,
- 7th Nov – Brett to TC meeting to make a presentation
- 2nd – 10th November – public presentation in library – 9th November manned by Brett and another officer

Brett – went through the sites (including phasing) –

1st 2012 – 2016 – Branston Road (28) (in fill, willing developer – pre application discussions currently occurring)

2nd: 2016 – 2021: UPP/04 (18 dwellings) and UPP/05 (120 dwellings)

3rd: 2021 – 2026 (Ketton and Gretton)

This plan assumes a steady top up from windfall but RCC will need to keep an eye to ensure there is sufficient land should more housing be required

Do we need to change our approach (we selected 300 thinking in terms of 250 now 160...)? See what are responses are.

UNP to table a response within the 6 week consultation period?

RCC attitude to CIL? (ref comments raised by Spire at a previous meeting) economic viability Spire could appeal Council decision r/e contributions

Discussion r/e Branston Road issues – NB speed / current planning stage

Suggestion for action plan: UNP present a letter to Spire, Brett as conduit, EB to draft (to BC who will email to Chris to have a look at – garage provision, separation, elderly person provision (Samuel Court specifically NB Joan Samuel's intentions) as main overall concerns for residents

7) Phil Wignell – raw data presented figures looked at (Phil has also captured comments that responded to task group's comments. Will also sort responses by postcode at some stage)

between RCC suggestions and task group's.

Next meeting – discuss further including comments collated from Phil

4) Action Update:

- gone through point by point – comments as appropriate

5) Budget – RS to update at next meeting

6) Letterhead – we will go with logo in the middle, Sue under chair and Ron

8) Tod's Piece Survey:

- Q8 :

- suggest removal of 'use part of the allotment' – fear of skewing responses – combine f and c

- g – alter to if 'yes' to more events then what

- rephrase 'h' to: 'Would you welcome large screen provision for events on Tod's Piece?'

- need a question to establish a bench mark opinion: 'How would you currently rate Tods Piece as a community facility? (grades 0 to 10 - 0 = low, 10 = high)

e) Change to: 'Would you like to see more parking than is currently provided on Gainsborough Road?'

LS to send timetable to sign up for slots – email – everyone to reply, also to book scout hut for 21st October

Surveys will be available in Falcon

LS mentioned Uppingham in Bloom grant and it was agreed to incorporate into the plan

9) Date of next meeting

Tuesday 9th October Falcon 7:30pm

10) AOB:

- EB to go to Neighbourhood Forum on Thursday to talk about UNP

- DA being interviewed on Rutland Radio r/e UNP

Uppingham Neighbourhood Plan

Task Group Meeting – Tuesday October 16th 2012

Venue – The Club Room - The Falcon Hotel – 4pm to 5.30pm

In Attendance

Andrew Dighton; Chris Merrick, Phil Wignell; two representatives of development site UPP10

Project Lead Officer – Ron Simpson

Observer – Gareth Bradford - DCLG

1. Opening Remarks

Ron welcomed everyone to the meeting and apologised for the short notice of the meeting. The Chair was to arrive later in the day to meet DCLG and had asked that the meeting with developer representatives go ahead without him owing to a prior business commitment.

2. Apologies for Absence

David Ainslie, Edward Baines (Chair), David Casewell, Tony Fowell, Dick Reeve, Mark Shaw, Lucy Stephenson.

RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

On behalf of Uppingham School, Andrew Dighton declared an interest in development site UPP10

4. Outputs of Informal Discussions Held on October 9th 2012

At this meeting it was agreed that:-

- a) Face to face interviews on Tods Piece should go ahead to revised timetable
- b) Ron should conduct a search at the Land Registry on the Spire Homes site in Branston Road at an estimated cost of £20
- c) David Ainslie would secure and forward to the Branston Road Forum the Right to Bid documentation (DCLG has now also forwarded materiel to Chris Merricks)
- d) Ron's positive experience at the DCLG organised meeting in London and his consequential travel noted. Ron recommended that the Chair attended the next meeting if possible
- e) Developers now be contacted to arrange a second round of meetings for the Task Group's recommended sites
- f) The next priority area for examination be 'Industry and Economic Development'
- g) A special meeting of the group be organised to facilitate a second meeting with DCLG on Tuesday October 16th 2012 at 4pm (DCLG were to be in town that day to meet with local businesses)

5. Developer Discussion Site UPP10

Following a short input from developer representatives and a very useful exchange of views on how site UPP10 might contribute to the Task Group's aspirations for a cluster of tasteful developments spread around the town, the following observations and decisions were made:-

- a) The interests of Uppingham School were noted and the developer asked to acknowledge these in any development proposals
- b) The Task Group would be pleased to consider proposals for both full and part development of the site
- c) Any proposals would need to reflect the very 'green' environment in which the exception site is located
- d) The 'village green' layout of Hazel Close on the Beeches was commended
- e) The likely line of any future bypass should be protected

Following further discussion it was agreed that the developer would prepare several alternative proposals for the site and present them to the Task Group by mid-December.

6. Q & A with Gareth Bradford DCLG

Issues discussed included:-

- a) The extent to which the N Plan must align with the County Plan. Gareth advised that this did not need to be an exact match, but must align with strategic policy. Agreed that Ron write to RCC asking what they regard as the strategic elements of the County Plan
- b) Housing Design Requirements – It was suggested by DCLG that the Task Group determine some forward looking design criteria to complement the probable environmental requirements. These might include that at least one room in each property should be fibre enabled to facilitate home working
- c) Gareth indicated DCLG approval for the approach to developers being adopted by the Task Group. He suggested that engaging developers in a joint discussion to align developer and community aspirations was exemplar behaviour in the context of Neighbourhood Planning
- d) The active involvement of local business in developing the town's Neighbourhood Plan was considered crucial to the development of a Plan that would secure a 'yes' vote from the local community. Gareth was to address and encourage participation by local business in a following meeting (At 6pm Gareth was principal guest at a meeting of the Uppingham Business Forum)
- e) The need for professional support for the group on the design aspect of housing was discussed. Gareth indicated he had a contact that may be able to help.

7. Tods Piece Survey

It was noted that the Town Council had decided to circulate the TP survey to all residents. The results were awaited.

Date and Venue of Next Meeting

Agreed that this be negotiated with the Chair and the date circulated. All relevant developers are to be consulted on possible joint meetings to bring forward detailed proposals.

Ron Simpson
Secretary

Copy for info to: RCC, UTC, UNF, UTP, UF Board.

Unless otherwise requested please direct all correspondence to The Secretary, 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA

Uppingham Neighbourhood Plan

Task Group Meeting – Tuesday November 6th 2012

Venue – The Club Room - The Falcon Hotel – 7.30pm to 9.30pm

In Attendance

David Ainslie; Edward Baines (Chair); David Casewell; Andrew Dighton; Chris Merrick, Dick Reeve; Lucy Stephenson; Phil Wignell.

Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the meeting saying he had only one matter to report, a phone call received regarding Development Site UPP28.

2. Apologies for Absence

Tony Fowell; Mark Shaw.

RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

On behalf of Uppingham School, Andrew Dighton declared an interest in development site UPP10; Chris Merricks regarding Spire Homes developments; Ron Simpson regarding development on The Beeches.

4. Outputs of Meeting Held on October 16th 2012

Ron reported that all developers relating to community supported sites had now been invited to submit a second round of proposals for consideration by the Task Group.

5. Developer Discussion Update

A Developer has queried the differing outcomes of Town and County consultations. Agreed that this matter be addressed as part of next agenda item.

6. Response from RCC to Query on Strategic Content of County Plan

Response from RCC Planning Department was circulated and noted. DCLG observations also circulated. Agreed that an authoritative legal opinion be sought from London.

7. Sustainability Template

Received and noted as acceptable following Phil and Ron's report on their meeting with RCC Planning colleagues. Agreed that template be circulated.

8. NALC AGM

It is to be proposed that Rutland have three places on the National Executive of the National Association of Local Councils. President Lord Lytton and CEO asked to compliment DCLG Minister on the work of Gareth Bradford and his team.

9. National Working Party Update

It was agreed that the Chair attend the next Working Group meeting in London to be held on November 8th 2012.

10. Tods Piece Survey Update

Around 130 responses with more to come! Phil has commenced analysis. Lucy et al to undertake one to one surveys in the next few days and return responses to Phil. Chris to assist with spreadsheet analysis.

11. Design Council Offer of Pre-Submission Visit

Agreed that this be accepted.

12. Spire Homes Update

Ron reported on conversation and offer from Spire Homes representative. Proposed meeting with RCC ward reps noted. Agreed that attempt be made to combine meetings. Issue to be raised at meeting of UTC reps with Leader and CEO of RCC.

13. Single Build Possibility

The possibility of including in the N Plan a limited number of single dwellings on brown field sites was noted. This could circumvent controversial RCC demands for large contributions on single dwelling sites as part of the planning approval process. DCLG observations to be sought.

14. Housing Design Specifications

Gareth Bradford's comments at a recent meeting were noted. Agreed that thought be given to a desirable list of housing requirements for any new build!

15. Signage Proposals

Lucy reported on Portas money funding (£10k) secured for signage. All key groups including the Business Forum and N Plan Task Group would be consulted before spend.

16. Development Sites Spreadsheet – Final Version

This had now been circulated.

17. Economic Development/Tourism Proposals

Agreed that this item be adjourned to a later meeting.

18. RCC Development Site Consultation

It was agreed that the Task Group produce a response trying to inform and ensure harmony with UTC opinion. Key issues were principle of clustering and that no site should exceed 60 dwellings. After discussion it was agreed that the Task Group ask the Town Council to support sites as follows:-

UPP04 - North of Leicester Road – Max 14 dwellings
UPP05 - North of Leicester Road – Max 60 dwellings
UPP07/26 – East of The Beeches - Max 18 dwellings
UPP10 – South of Leicester Road – Max 60 dwellings
UPP22 – Samuel Court Site – Max 8 dwellings
Total Properties 160 + windfall + phasing

David Casewell agreed to draft an appropriate doc for Town Council and circulate.

RCC to be asked to note that Task Group proposals are based upon community response to householder consultation letter delivered to every household in the town.

On behalf of Uppingham School, Andrew asked that the notes reflect the school's opposition to building homes on development Site UPP10.

19. Date and Venue of Next Meeting

Tuesday November 20th 2012 at 7.30pm in the Town Hall.

Ron Simpson

Lead Officer

16.11.2012

Uppingham Neighbourhood Plan

Task Group Meeting – Tuesday November 20th 2012

Venue – Council Chamber, Uppingham Town Hall - 7.30pm to 9.30pm

In Attendance

David Ainslie; Edward Baines (Chair); David Casewell; Andrew Dighton; Chris Merrick, Dick Reeve; Phil Wignell.

Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the meeting.

2. Apologies for Absence

Tony Fowell; Mark Shaw; Lucy Stephenson.

RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

David Casewell (Allotment Holder Tods Piece)

4. Update on Outputs of Meeting Held on November 6th 2012

Ron confirmed he had submitted a written response to the RCC Development Sites Consultation which was very much in accord with that submitted by the Town Council.

Correspondence received from RCC querying timetable. In discussion the following draft timetable was agreed:-

Feb 2013 – Skeleton Outline of Plan to Task Group

March 2013 – External Review by Design Council

June 2012 – Draft Plan to UTC and then RCC

September 2013 - Final Referendum

Revised Boundary now agreed and notified to DCLG.

It was agreed that a visit to another N Plan area (Eden?) be arranged for the New Year.

5. Non - Elected Member Statutory Requirement Form

This has been circulated to all relevant Task Group members. Andrew Dighton returned his completed form.

6. Developer Update

No specific update while awaiting a legal opinion on N Plan/County Plan relationship.

7. DCLG Working Group Report

Edward Baines reported on his participation in a London based DCLG working group event on N Planning.

Edward also reported on recent Section 106/CIL discussions and a meeting he had attended as Heritage Champion for the county. It was agreed there should be a heritage chapter in the N Plan.

8. Biz Club/Architect Offer

Ron reported on a recent offer, via the Bizz Club, of some pro bono work on the group's Tods Piece proposals by local award winning architect David Allsop. It was agreed that the offer be accepted and proposals forwarded when ready.

9. Tods Piece Survey and Results

Chris Merricks introduced his analysis of survey results returned to date noting that face to face interview data was not yet included. An Excel spreadsheet of results is attached to these minutes. Following discussion it was agreed that Chris and Ron would meet to draft a suitable summary of outcomes for further consideration by the group. It was further agreed that the Head of UCC be contacted by Ron to secure a pupil perspective on the Tods Piece results (and perhaps more data).

10. Budget Update

Expenditure totalling circa £300 was noted and approved. This covered travelling expenses for attendance at two DCLG working group meetings in London and hospitality costs for the last DCLG visit to Uppingham. This expenditure had been covered by Uppingham First and would be recovered toward the end of the quarter.

11. Economic Development/Tourism Proposals – Part 1

Following an initial discussion on the case for creating a new industrial estate at Uppingham Gate, and the voluntary relocation of employers on the Station Road Estate, it was agreed that this matter be referred to Uppingham First and the Business Forum for business comment.

12. Date and Venue of Next Meeting

Tuesday December 4th 2012 at 7.30pm in the Town Hall.

Ron Simpson
Lead Officer

2.12.2012

Uppingham Neighbourhood Plan

Task Group – Notes of Meeting – Tuesday December 4th 2012

Venue – Cricket Club Leicester Road – 7.30pm

In Attendance

David Ainslie, Edward Baines (Chair) David Casewell, Chris Merrick, Dick Reeve, Mark Shaw, Phil Wignell.

Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the meeting.

2. Apologies for Absence

Andrew Dighton, Tony Fowell, Lucy Stephenson.

Business Forum to be reminded about representation.

RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

Mark Shaw (Ref Sect 106 monies) Edward Baines (Town Centre Business)

4. Update on Outputs of Meeting Held on November 20th 2012

Ron reported that RCC proposed to attend the next meeting to compare timelines.

Phil reported that he had approached two Youth Reps at a UTP meeting with a view to securing a youth perspective on Tods Piece development proposals. The Head of UCC to be notified of this.

David Allsop (Architect) has acknowledged the group's invitation and is looking forward to his first meeting.

Ron updated members on advice received:-

- a) Sect 106 monies – If site/proposal part of a Development Control Order, then could be exempt
- b) Localism statute does not override Highways statute
- c) DCLG recommendation that group request independent opinion from Locality on 'strategic' issue
- d) Visit – Agreed we approach Thame in Oxfordshire

Agreed we write formally to NALC and DCLG regarding extent of UTC new powers.

5. Tods Piece Survey Results

Still being worked upon by Chris due to late returns. Ron and Chris to produce summary of principal conclusions for next meeting.

6. Additional Exception Site – UPP28

Ron presented paperwork for the above site which had not yet been formally considered by the group. In discussion it was noted that:-

- a) The site could contribute in the order of 5 affordable dwellings
- b) The site was in accordance with the Task Group's 'cluster' concept and could perhaps relieve pressure on the number of dwellings to be built at the Samuel Court site
- c) The site boundary was closed on three sides and had access to Stockerston Road
- d) The site was just outside the old original planned limit of development but was no different in that respect to sites to the North and South of Leicester Road already supported by the group.

Following further discussion it was agreed that Ron advise RCC that the group were minded to include the site in the list forming the cluster of sites the group considered suitable for affordable housing.

7. Economic Development/Tourism Proposals – Part 2

It was noted that Uppingham First are to call a special meeting of the Business Forum in the New Year to consult local businesses on the future shape and character of the town's industrial and commercial area. These will be fed into the Task Group.

There was extensive discussion on the case for and against another supermarket in Uppingham. It was agreed that the lead officer make appropriate enquiries to ascertain potential interest.

Following some discussion on the future development of the central conservation area, including the case for signage regulations, it was agreed that Ron approach David Allsop about the possibility of preparing some alternative scenarios for public consultation.

8. Any Other Business

Chris reported on an offer of help from a colleague that had experience in the field of sustainability.

9. Date and Venue of Next Meeting

December 18th 2012 at 7.30pm in The Falcon Hotel.

It was agreed that David Allsop be invited to the meeting to consider ideas for both Tods Piece and the High Street/Market Place.

Ron Simpson

Lead Officer

5.12.2012

Uppingham Neighbourhood Plan

Task Group – Notes of Meeting – Tuesday December 18th 2012

Venue – The Falcon Hotel – 7.30pm

In Attendance

David Ainslie, Edward Baines (Chair) David Casewell, Andrew Dighton , Dick Reeve, Mark Shaw, Phil Wignell.

Project Lead Officer – Ron Simpson

RCC Liaison Officer – Brett Culpin

1. Opening Remarks

Edward welcomed everyone to the meeting.

2. Apologies for Absence

Tony Fowell, Chris Merrick, Lucy Stephenson.

3. Declarations of Interest

None

4. Update on Outputs of Meeting Held on December 4th 2012

Ron reported that enquiries had been forward to the major supermarkets, DCLG, NALC, Thame N Plan Group and Locality as suggested at the last meeting.

No response had yet been received from UCC ref Tods Piece. No meeting had yet taken place with Chris owing to diary pressures.

Gareth Bradford had responded by e-mail making various helpful comments on CIL and 106 payments and suggesting that the Task Group also seek opinion on the relationship between the County Plan and the N Plan from The Princes Foundation and Planning Aid. Agreed.

Ron reported on an Action for Market Towns Events entitled “Alternative, Attainable Funding for Town Improvement Projects” to be held on March 5th in Birmingham. He proposed to attend and recommended at least one other member of the Task Group attend. Cost was around £100 per delegate. Agreed that Ron book two places and that the identity of the second delegate be agreed at a later date.

5. Project Timeline

Brett indicated he was concerned about the timeline proposed for the project indicating that he thought that the group should ‘get its skates on! He had hoped that the Task Group timeline would be synchronised with that of the RCC Development Sites Consultation process.

Cllr Ainslie advised that the group had received legal advice not to complete their task ahead of the County Plan. It now appeared that the later document agreed might prevail in the event of any dispute!

Extensive discussion followed on how the Task Group and RCC might reconcile differences between the community's preferred options, as expressed in the N Plan consultations, and those of the County Plan.

Options suggested by Brett were discussed with the Task Group's preferred option being that, RCC acknowledge the preferences for development sites proposed by the Task Group, and bring the county plan into line with the Task Group's agreed preferences.

Following further discussion on the alternative ways forward, and the need for Brett to take political instructions from the relevant Portfolio Holder at RCC later in the week, it was agreed that Brett be invited to draft the wording of three options and forward them to Ron so he could put them, on the joint behalf of RCC and the Task Group, to DCLG for comment as soon as possible. DCLG to be asked to comment on the risks and benefits associated with each option.

6. Town Centre Issues

Given the late hour it was agreed that this matter be deferred until the New Year.

7. Arrangements to Meet David Allsop

It was noted that David was available to attend a meeting on Jan 22nd 213. Agreed that he be invited.

8. Date and Venue of Next Meeting

January 22nd 2013 at 7.30pm in The Falcon Hotel.

Ron Simpson

Lead Officer

22.12.2012

Uppingham Neighbourhood Plan

Task Group – Notes of Meeting – Tuesday January 22nd 2013

Venue – The Falcon Hotel – 7.30pm

In Attendance

David Ainslie, Edward Baines (Chair) Andrew Dighton, Mark Shaw, Lucy Stephenson

Project Lead Officer – Ron Simpson

RCC Liaison Officer – Brett Culpin

1. Opening Remarks

Edward welcomed everyone to the meeting including special guest architect David Allsop who had offered to do pro bono work on Tods Piece.

2. Apologies for Absence

David Casewell, Tony Fowell, Chris Merrick, Dick Reeve, Phil Wignell.

3. Declarations of Interest

None

4. Discussion on Tods Piece.

Following a brief resume of the Task Group's approach to consultation and the methodology used to collect and collate community views on the future development of Tods Piece, David Allsop presented a short resume of some of his previous work and how he thought he may be able to help the group. In the absence of Chris, it was agreed that he be asked to forward the latest version of his spreadsheet to David, with some additional information being provided by Ron. After discussion on such questions as "Are there any rights of way or other legal impediments to further development on Tods Piece? Can equipment be moved? Is part of the allotment land potentially available? What will be the scale and location of the proposed sensory garden? How will the Town Council's financial regulations and procedures impact on any proposal to implement David's ideas? etc. it was agreed that David would view community and business responses about Tods Piece and prepare some outline illustrations to be shared with the Task Group by mid-March. The issues of copyright and intellectual property were discussed and noted. David then left the meeting.

5. Update on Outputs of Meeting Held on December 18th 2012

Ron confirmed he had now sent formal letters to Supermarket Groups et al to follow up on the emails sent before Christmas. The letter to NALC on parish powers had now been converted into a formal legal enquiry by the Town Clerk. Ron reported on an e-mail from Brett (circulated) in which he clarified his views on the options for going forward with development sites. The agreed letter on options had not been sent to national level given Brett's e-mail and his pending meeting with RCC elected members.

It was noted that Ron would be attending a DCLG Working Group with other front runners on Thursday January 24th 2013.

6. Development Site Options

Bret confirmed that RCC members had now met to express their views on the way forward and that he, David Troy, Ron and Edward had met with Gareth Bradford of DCLG earlier in the day to move matters forward. He confirmed they had discussed the relationship between the county development options document and the N Plan and in particular, the proposal that the Uppingham site options be excluded from the county document, awaiting the drafting of the N Plan. Gareth had confirmed that this was the approach being adopted in a number of N Plan areas.

David Ainslie commented that the RCC decision was contradictory to what the Task Group wanted and a decision taken at the last Town Council meeting. **See David's excellent note (in blue) overleaf on what happened in the meeting from this point on:-**

Note on the Neighbourhood Plan Group meeting held on 22nd January 2013.

I attended the above meeting in my capacity as Chairman of the Limes, Firs and Spurs Residents Association. The nominated reps from UTC, David Casewell and Dick Reeve had sent their apologies and as Cllr Ron Simpson kindly fulfils the role of Officer at the Neighbourhood Plan Group I decided that I would need to act as Deputy Mayor on the evening and also represent the Council's interests.

The reason for this was one particular item of debate led by Brett Culpin of RCC. At the previous NP Group meeting a suggestion had been made by Brett that RCC would exclude Uppingham from the Preferred Sites Document pending the development of the Neighbourhood Plan. This had been strongly resisted by the group and this stance subsequently endorsed by an appropriate resolution at the full UTC meeting. Brett reported at last night's meeting that he had been involved in a meeting with Gareth Bradford of the DCLG that day accompanied by Cllr Edward Baines (at least for part of the meeting) and Cllr Ron Simpson and it was still the intention of RCC to exclude Uppingham from the site allocation part of the preferred sites document (although all other policies would apply). This would, according to Brett, allow Localism to operate as the actual sites to be allocated would then be established from the local plan.

I pointed out that this was completely contrary to the view put forward by the group at the previous meeting and, far more importantly, contrary to the unanimously agreed resolution passed by UTC in support of this stance. My statement caused some considerable consternation as Brett said that he had been completely unaware of this resolution. (Neither was Ron Simpson who was not present at Town Council) Fortunately Mark Shaw had a smart phone with him and was able to call up the UTC website and show Brett the appropriate minute with the following resolution:-

192/12 NEIGHBOURHOOD PLAN: *The notes of the meeting held on 18th December 2012 had been circulated to members. The next meeting is scheduled for 22nd January*

Proposed by Peter Ind, seconded by Sam Findlay, that Uppingham Town Council endorses the efforts of the Neighbourhood Plan Task Group against the option suggested to remove Uppingham from Rutland County Council's Site Allocation Plan.

Unanimously agreed.

A long debate then ensued as to how RCC might go forward in the light of this very strong message from the Town Council and I asked the hypothetical question of what would happen if the Neighbourhood Plan never came into being for some reason or wasn't accepted or endorsed by the Town Council. Brett responded that this would cause a problem and after much thought and debate suggested that a possible way forward would be for RCC to put into their Draft Submission Plan that the sites for Uppingham as originally shown in their Preferred Sites Document were to be identified as "Reserve Sites" and that these would be subject to amendment by the Neighbourhood Plan if it passed the necessary legal scrutiny and referendum otherwise the "Reserve" sites would then become the actual sites.

I said that I couldn't speak for the Town Council but that to me this seemed to be a sensible way forward as it seemed to give us the flexibility that we were asking for at the last meeting, whilst at the same time giving us some insurance in the fall back position of not getting a "worse" deal than the current preferred sites should the Neighbourhood Plan fail.

A debate then ensued on how this procedurally could be taken forward and it was decided that Edward Baines would prepare the necessary wording for UTC to consider as a resolution for our full council meeting on 6th February 2013. This would be needed so that the RCC Scrutiny Panel could see UTC's definitive position by their meeting scheduled for 14th February and the subsequent RCC Cabinet Meeting. I was advised that these steps were necessary to formalise the position so as to minimise the danger that any disgruntled developer could seek to challenge either the Preferred Sites document or the Neighbourhood Plan.

Dave Ainslie
Note typed at 8am 23rd January 2013.

Note that in the meeting with Gareth Bradford it was agreed that Ron and Brett produce a joint timeline for the project. Also a graphic of all the groups represented in the Task Group, to be forwarded to Gareth.

7. Town Centre/High Street

To be discussed at the next meeting.

8. Visit to Thame

This was agreed for 10am on February 21st 2013. A two hour drive meant departure would need to be at 8am.

It was noted that the maximum size of party must be 5 persons for accommodation reasons. Delegates agreed were Edward Baines, David Casewell, Phil Wignell, Mark Shaw and Ron Simpson.

9. Date and Venue of Next Meeting

February 7th 2013 at 7.30pm in The Falcon Hotel.

Ron indicated the probable need to increase the frequency of meetings for the second half of February to ensure all work areas were addressed within the proposed timetable. It was further noted that the pressure would mount on Phil in the second half of February as all the sustainability work would need to be completed in Feb /March.

Ron Simpson
Lead Officer 29.1.2013

**Notes of Uppingham Neighbourhood Task group
7th Feb 2013 in Falcon.**

Those present :

Edward Baines, David Ainslee, Phil Wignell, Andrew Dighton, Dick Reeve.

Apologies :

Ron Simpson, Lucy, Dave Casewell, Chris Merrick.

1 Edward asked for any declarations of interest to be declared as items were discussed.

2 Bloor Homes Proposals.

It had been expected that Bloor's would present their proposed schemes, but this did not happen , instead their latest plans had been left for the group to discuss. (option 1 & 2)

Both schemes had been designed using clusters and to the reduced numbers asked for by the task group.

Generally the schemes were well received.

AD still had concerns over the development of this site in terms of restricting school sports expansion.

The schemes did give large areas of land to be designated as open space.

There was no affordable housing shown on the proposals, but it was felt that if guarantees of affordable housing could be achieved on other sites then this could be considered as a site that would not have affordable housing on it.

DR expressed concerns over the design of the fronts of the houses, suggesting that the reality of the final built scheme may be very different.

DA preferred scheme 2.

EB asked if any progress had been made with setting up a meeting with the school to discuss their concerns over the Leicester road south site. AD said he would chase Stephen Taylor on this.

3 Outputs from 22nd Jan meeting with Planners.

DA and EB reported on the meeting with the planners and the decision to push ahead with the NHP so that it could be incorporated into the county Local plan. The group felt they could deliver most aspects of the NHP in time for incorporation, but some elements may have to be delayed and discussed for future versions of the plan. These included the use of Station Road, for a supermarket or Housing and The Bypass proposals.

The group would now focus on the town centre and the business proposals for the town centre.

A set of questions would be prepared for businesses and issued to Town Council clerk or Angela to type up, this would then be distributed to all businesses in the town by members of the group and followed up by discussing their thoughts on how the town could be improved. DR to give questions to Angela .

4 Branston road proposals.

DA reported on the latest proposals from Spire homes for the 3 sites on Branston road.

The schemes were generally well received by all as they had addressed many of the original concerns by local residents. This included improved parking and open space issues.

The location of the proposed open space was discussed and generally agreed that this may be better towards the front of the site. All schemes had more rental / shared ownership properties , there may be the need to reduce the number of properties to increase the size of the open space, but they effect the viability of the whole scheme so it needs further development.

DA to arrange to meet CM to discuss the proposals and obtain local residents views.

This did seem to be an option to provide the affordable housing missing in the south Leicester road scheme. As it could give 35 affordable properties.

It was also suggested that if the developer wanted to increase housing numbers on the beeches development then this should only be encouraged if it is for affordable housing.

5 Business forum

EB reported that following the meeting with the Business forum he had had no feedback on the NHP proposals.

- 6 Sustainability PW reported that he had not had much time to develop the sustainability proposals for the town and with the new deadlines for the NHP he would struggle to do this. It was suggested by EB and DA that we employ a specialist consultant to draft this for the NHP RS to approach consultants for costs. The budget was to be £1,000-£1,500

A space was now available for the Thame visit ,

Next meeting to be 13th Feb 7.30 at Falcon

Uppingham Neighbourhood Plan

Task Group – Notes of Meeting – Wednesday February 13th 2013

Venue – The Falcon Hotel – 7.30pm

In Attendance

David Ainslie, Edward Baines (Chair), Andrew Dighton, Mark Shaw, Lucy Stephenson, Phil Wignell.

Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the meeting.

2. Apologies for Absence

David Casewell, Tony Fowell, Chris Merrick, Dick Reeve.
RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

Andrew Dighton (South of Leicester Road Development);

4. Update on Outputs of Meeting February 7th 2013

Andrew Dighton was thanked for preparing the notes of this meeting. Ron reported that he had made enquires about engaging a consultant and would report back later in the meeting. Ron also circulated the notes of a recent meeting of the Business Forum which contained business suggestions for the N Plan. The Chair confirmed that there was now agreement between County and Town Council on the way forward with development sites, with the County Council now accepting the schedule supported by the Task Group and UTC. This list would now be reflected in the N Plan.

5. Local Business Survey

David Ainslie reported that 83 survey questionnaire had been distributed and should now be ready for collection. After discussion it was agreed that four Task Group members divide the collecting task between them and then forward responses to Phil Wignell for analysis. Results could then be forwarded to Ron for distribution.

6. Ministerial Visit

Ron reported that a programme for the visit had now been agreed with colleagues at DCLG. The afternoon was to be modelled broadly on an earlier visit by DCLG colleagues. Original timings had been shortened slightly as Minister wished to leave by 4.30pm.

Programme was now as follows:-

2pm – Nick Boles MP arrives by car at The Falcon Hotel accompanied by two civil service colleagues. A parking place has been reserved in the hotel car park which is entered from the rear of the hotel in North Street East (Next to the garage). Minister to be escorted to the Oak Room upstairs in the hotel where he will be welcomed by Cllr Edward Baines, Chair of the N Plan Task Group and introduced to some members of the Neighbourhood and Business Forums.

2.30pm – Arrival of civic party. Formal welcome to Uppingham by Cllr David Casewell, Town Mayor and Cllr David Ainslie, Deputy Mayor accompanied by Town Clerk Susan Awcock.

Group photograph (Media will be present)

2.45pm - Tour in electric car of Neighbourhood Plan Area, community projects and Development

3.45pm - Meeting and discussion over tea and cakes with the Neighbourhood Plan Task Group in The Oak Room. Representatives of Rutland County Council invited. Leicester Road housing developers to be invited!

4.30pm Minister departs.

There was considerable discussion on the issues that should be raised with the Minister. It was agreed a key area was government intentions for further support to Neighbourhood Plan neighbourhoods that secured a Yes vote. Also, how Uppingham Town Council might use its quality parish status and new (soon) General Power of Competence to help achieve its N Plan goals.

7. Budget Update

Ron reported on UF expenditure totalling £243.55 relating to working party attendance, a joint DCLG/RCC meeting and a pre meeting with a Developer. It was agreed that this be reclaimed from the budget via the usual quarterly invoice to UTC.

8. Sustainability Report – Consultant

Ron reported that he had contacted RTPI and Planning Aid to secure the name(s) of recommended consultants. He awaited recommendations from their regional representative. Given the tight timescale, it was agreed that Uppingham First procurement procedures be used to place the necessary contract, the final choice of consultant to lie with the Task Group.

9. Spire Homes Proposals

David Ainslie reported on Town Council/RCC discussions with the Longhurst Group/Spire Homes. He had also now met with officers of the Branston Road Forum to share with them the latest development proposals. These would now come more formally to UTC Planning Committee.

10. Next Agenda

It was agreed the next full meeting would concentrate on design preferences for new homes. The meeting would also receive a report on proposed signage expenditure from a recent grant.

11. Thame Visit

An 8am start with pick up by Ron. Spare place to be offered to Cllr Richard Reeves.

12. Birmingham AMT Conference

Agreed that Lucy accompany Ron to the event.

13. Date of Next Meetings

Friday February 15th 2013 - 3.45pm – The Falcon Hotel - Discussion with Nick Boles
Tuesday February 19th 2013 - 7.30pm - The Falcon Hotel

Ron Simpson
Lead Officer

14.2.2013

Uppingham Neighbourhood Plan

Task Group – Notes of Meeting – Thursday February 28th 2013

Venue – The Town Hall – 7.30pm

In Attendance

Edward Baines (Chair), David Casewell, Andrew Dighton, Chris Merrick, Dick Reeves, Mark Shaw, Phil Wignell.

Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the meeting.

2. Apologies for Absence

David Ainslie, Tony Fowell, Lucy Stephenson,

RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

Andrew Dighton (Agenda Items 4 & 5)

4. Letter from Uppingham School to Chair of Task Group

The Chair reported on meetings with, and a further letter from, the Bursar of Uppingham School. Following discussion it was agreed that:-

- a) This further letter was an acceptable reply
- b) That the Task Group welcomes the proposition that the Bursar meet with the Planning Committee members of the Task Group
- c) That the Chair reply to the Bursar's letter and suggest that he contact the Town Clerk to arrange such a meeting.

5. Update on Outputs of Previous Meeting

The Chair, Town Mayor and Ron reported on a successful visit to Thame.

Ron reported on a useful meeting with representatives of the Edith Weston N Plan Group.

Ron asked members of the Task Group to note the Employment Land Review being undertaken by Rutland County Council.

Ron reported on an approach made by the Head of N Planning from Coop HQ in Manchester. He wished to collaborate with and support the N Plan.

The group noted the invitation from DCLG to join a working group which was to undertake a review of Planning Guidance. The invitation had been accepted.

Ron tabled an amended drawing from Bloor Homes for the development site south of the Leicester Road which, following discussions with Uppingham School, had been amended at their request to include a rugby pitch. The developer had agreed to explore the possible dividing the ownership of the site to enable it to part remain as recreation land in either the ownership of Uppingham School or the Town Council.

Ron reported on an e-mail from RCC querying a web page confirming the wording of the agreement between UTC and RCC regarding the schedule of development sites. All members of the Task Group confirmed that this was their understanding of the agreement i.e. that RCC had agreed to the list of sites proposed by the Task Group.

6. Housing Design Statement

The notes prepared at the last meeting were agreed as an accurate record.

7 Business Survey

Phil Wignell presented his analysis of the returns to the business survey. Via an Excel spreadsheet he demonstrated the main concerns to be preserving the town's heritage, parking, improving the town's appearance and signage (to include shop signs). Upon further analysis it was agreed that the topic of parking could be subdivided into capacity, charges and residents' permits.

8. Sustainability Update

Ron reported on a number of approaches from consultants interested in undertaking the Uppingham study. He now awaited firm proposals, including one from the Coop. Chris was thanked for his assistance in this matter.

9. Tods Piece Update

Ron reported on conversations and/or meetings with Uppingham in Bloom regarding their sensory garden, David Allsop who was looking at ideas for Tods Piece, and Locality who were exploring the options for a community hub. Steps had been taken to ensure dialogue between the parties as there was overlap between the projects. It was noted that all should come together by March 16th when the Town Council was hosting a public meeting on the community hub options. Outputs would be incorporated into the N Plan where appropriate.

10. Plan Construct

Ron advised that he would be circulating his work to date on the plan over the weekend.

11. DCLG Visit

It was agreed that this be an 11am to 2.30pm day with a buffet lunch at around 1pm. Venue would be the Oak Room in The Falcon Hotel.

12. Budget Update

Ron reported on expenditure of £118.85 for the Thame Visit and £18.75 for refreshments at meetings with In Bloom and developers. This was noted and agreed.

13. Date of Next Meeting

Tuesday March 12th 2013 - 7.30pm – Uppingham Cricket Club

Ron Simpson
Lead Officer

4.3.2013

Uppingham Neighbourhood Plan

Task Group – Notes of Meeting – Friday March 28th 2013

Venue – The Falcon Hotel – 4pm

In Attendance

David Ainslie, Edward Baines (Chair), David Casewell, Andrew Dighton, Dick Reeves, Mark Shaw, Stephen Taylor, Phil Wignell.

Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the meeting and in particular Stephen Taylor as second representative from Uppingham School.

2. Apologies for Absence

Tony Fowell, Chris Merrick, Lucy Stephenson.

RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

Andrew Dighton & Stephen Taylor (Development site south of Leicester Road)

4. Design Council Visit

The Chair summarised the outcomes of today's visit by a team of five from CABE led by Nigel McGurk. The visit had gone well with the visiting team being impressed by what they saw in Uppingham and the efforts of the Task Group. Many helpful suggestions had been made to support the ideas in the Uppingham N Plan and Nigel had indicated he thought the plan had the potential to become a national exemplar. UTC would receive a written report on the visit.

5. Update on Outputs of Previous Meeting

It was noted that the previous meeting had agreed four sites for housing development. These were UPP04 (14 -18 homes, UPP05 (60 homes), UPP10 (up to 60 homes) and the Branston Road development.

D Ainslie submitted notes of a recent meeting of the Task Group with the Trustees of Uppingham School. The meeting had been positive with joint agreement to find a mutually acceptable design solution for the south side of Leicester Road.

Notes of the recent meeting and discussions with employers and property owners of Station Road were noted with their ideas now being incorporated into the draft Plan.

Kate Thompson's (DCLG) e-mail regarding the Task Group's query on the need for a referendum at any future plan review was noted. A referendum on, and external examination of, any changes would be required.

Ron reported that RCC had agreed to undertake the required sustainability study and would commence work following a joint meeting on April 9th 2013. Mr Geoff Harrison, Planning consultant, had agreed to accept a short contract to undertake a 'critical friend' study of the RCC work.

Ron reported receipt of the document "Supporting Communities in Neighbourhood Planning 2013 -15". He would prepare a grant bid mid - April to help complete the Uppingham Plan.

Ron updated members on developer discussions on site UPP10. There were to be more discussions to which Uppingham School would be invited.

Ron reported that there had as yet been no reply from RCC regarding the written request for release of the second half of the Front Runner grant. This would be important to meet the new timetable.

D Ainslie reported on a successful and informative Design Council workshop in London.

Dave Casewell's notes on the Town Council workshop on a possible Community Hub were acknowledged.

6. Budget

The following expenditure was noted and agreed:-

- a) Design Council advance visit - £57.05
- b) Station Road Employers Meeting - £116.35
- c) Today's Design Council Visit – (rechargeable to DC? Ron to check) £240.78

D Ainslie confirmed there would be no claim for his recent visit to the Design Council in London. His expenses would be paid.

7. Transport and Retail Development Sections of Plan

Extensive discussion led to agreement on a number of community proposals for this part of the Plan.

These included safer routes for cyclists and pedestrians; seeking greater control over parking and its associated charges, the need for a review of retail signage and lighting and acquiring greater control over change of use of town centre premises. Ron to incorporate into the draft Plan for the group's further consideration.

8. Date of Next Meeting

Thursday April 11th 2013 at 4pm in the Town Hall.

Ron Simpson
Lead Officer

30.3.2013

Uppingham Neighbourhood Plan

Task Group – Notes of Meeting – Thursday April 11th 2013

Venue – The Town Hall – 4pm

In Attendance

David Ainslie, Edward Baines (Chair), David Casewell, Andrew Dighton, Chris Merrick, Mark Shaw, Stephen Taylor, Phil Wignell

Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the meeting and made no further comment.

2. Apologies for Absence

Tony Fowell, Dick Reeves, Lucy Stephenson.

RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

Chris Merricks (Branston Road Development) Andrew Dighton & Stephen Taylor (Development site south of Leicester Road)

4 Update on Outputs of Previous Meeting

Ron reported on the receipt of helpful notes on the draft text from DCLG. He would incorporate many of the points made in the final draft of the Plan.

Ron updated members on further developer discussions on site UPP10. There were to be more discussions to which Uppingham School would again be invited.

Ron reported that RCC had indicated they required a written request for release of the second half of the Front Runner grant. This would be important to meet the new timetable. It was agreed that such a request be made.

Dave Ainslie confirmed he had forwarded notes (prepared with the help of the history study group) to form the basis of an historical introduction to Uppingham.

5. Sustainability Update

Ron reported that he had now met with RCC colleagues and agreed a draft timetable for the required sustainability work.

6. Branston Road Update

David Ainslie provided an update on developer proposals for the Branston Road sites which now contained layout options. (It should be noted that a planning application is now expected in the next four weeks)

Chris led a discussion outlining some residents remaining concerns, particularly with regard to the need to retain green space.

Edward led a comprehensive discussion on the way forward, noting that the Branston Road development was to be submitted under existing planning arrangements. The submission would not therefore come under the auspice of the Task Group although the housing numbers would count toward the total outlined in the Plan. It was agreed that the Branston Road development must be dealt with under existing consultation and decision making arrangements, although it may be possible to address the green space question within the Plan.

7. Tourism, Transport, Retail and Environment Sections of the Plan

Extensive discussion led to agreement on further community proposals for this part of the Plan. These included the case for a single point of reference for tourism information, the need to get closer to Discover Rutland and the need to link up transport, tourism and signage policies. There was more discussion on safer walking and cycling routes and

the needs of the disadvantaged. The case for a coach stop and further integration of bus services was discussed. The proposal to agree a 'no development past this point' line on the UPP10 site was agreed as a sound way forward to protect remaining open space on, and behind, the Leicester Road .

8. Tods Piece/Community Hub

It was agreed that the evidence base from the group's consultations called for the Tods Piece proposals to include the In Bloom Sensory Garden, more landscaping including trees (Stephen described the landscaping work being done at the school to create an 'outdoor room'), and landscaping work on the border of the transport hub. The call for public toilets on Tods Piece is clearly evidenced in responses as is the support for a community hub building (data includes Uppingham 2025 evidence) either on Tods Piece or some other central location. It was noted that the pending report from Locality was likely to suggest that a dual approach, to include the development of the library site, was an option. The group noted that there was little supporting data from the community evidencing the case for improving the library site.

The contribution of Architect David Allsop was noted, particularly his ideas for a hub type building on the front of the site, the funding that might be generated by allowing development of a care home on the rear of the site and his thoughts on strengthening the pedestrian links between the town centre and Tods Piece.

The desire of the Coop to contribute to car parking improvements and the N Plan was noted. Landscaping of car parks boundaries was thought to be a useful addition to the Plan.

9. Date of Next Meeting

Thursday April 18th 2013 9am to 4pm in The Falcon Hotel.

10. Any Other Business

Stephen advised that he proposed to write to the Chairman to air a number of remaining concerns about certain aspects of the draft Plan including the proposed architectural review requirement for larger buildings.

Ron Simpson

Lead Officer

15.4.2013

Uppingham Neighbourhood Plan Task Group

Notes of Meeting held on Tuesday June 4th 2013

Venue – The Falcon Hotel – 7pm

Present

David Ainslie; Edward Baines (Chair), David Casewell, Richard Reeve, Mark Shaw, Lucy Stephenson, Phil Wignell.

Lead Officer: Ron Simpson

Apologies

Andrew Dighton, Chris Merricks, Stephen Taylor.

RCC Link Officer: Brett Culpin

1. Chair's Opening Remarks

Edward welcomed everyone to the meeting and noted the apologies for absence.

2. Declarations of Interest

None

3. Update on Progress with the Plan

Plan is now online and high quality pdf of Draft Plan is with printers. Only minor amendments made by UTC. Photographs updated and printing proof read. It was agreed that Plan documentation be held on the new web site www.uppinghamneighbourhoodplan.info until after a successful referendum and then transferred to the UTC site. It was noted that a 5 year review period had been built into the Plan. The Chair reported on his and the Lead Officer's attendance at a Design Council event in London on Neighbourhood Planning which had gone well. The Lead Officer reported on concerns with the role of RCC in the later stages of the N Plan process as detailed on the RCC website and correspondence received from DCLG addressing those concerns.

4. Town Council Sign Off

Draft Plan is now approved by Town Council for printing and distribution.

5. Sustainability Sign Off

RCC has completed Sustainability Study which supports all parts of the Plan. Study now published online at www.uppinghamneighbourhoodplan.info

6. Consultancy Sign off

Critical Friend review of RCC Sustainability Study completed and accepted. Remit exceeded with some helpful comments on draft plan. Study states that RCC work is acceptable and supportive of Plan. Invoice received for three days work plus expenses. Agreed that this be paid.

7. Budget Update

To be distributed by e-mail.

8. Locality Grant Bid

The Lead Officer confirmed that he had secured a grant from Locality to cover the majority of printing costs.

9. Printing and Distribution Arrangements

Agreed that Draft Plan should be distributed to all households and businesses in Uppingham and Ayston Parishes. 2000 copies to be ordered by Town Council and professionally distributed. Estimated printing time 2 weeks. Agreed that, immediately prior to referendum, an updated Executive Summary would be similarly distributed. Printing quote from Quoin Print accepted. Agreed that Chair and Town Mayor write joint letter to the press to announce publication and urge the community to respond.

10. Consultation Responses and Final Review offer from DCLG

On line responses already being received at response@uppinghamneighbourhoodplan.info
Closing date for responses agreed. Date published on line and in Draft Plan.

DCLG has offered to come to Uppingham for a final editing workshop. Agreed that this offer be accepted and the date of July 30th 2013 be proposed. Lead Officer to contact DCLG to agree date.

11. Locality Toolkit Pilot

Lead Officer reported that Uppingham First had secured a funded opportunity to pilot a development site toolkit that was under development by Locality. Event would be founded on the opportunities presented by housing development site UPP 05 and be based at the Cricket Club. Provisional bookings had been made for two workshops one month apart. The Land Agent for UPP 05 had agreed to collaborate. The plan was to bring together a group of around 15 people some already involved in preparing the N Plan and other members of the community not yet involved. Agreed that this was an opportunity to explore ideas for UPP 05 as well as pilot the training material. Lead Officer to progress and publicise.

12. Yes Campaign Arrangements

It was agreed that once the Draft Plan had been amended following the statutory consultation period and submitted to the External Examiner, Task Group members should, on an individual and collective basis, organise and deliver a 'Yes to the N Plan Campaign' in collaboration with the Neighbourhood Forum, Partnerships and other appropriate community groups. While it was noted that the Town Council could not itself be seen to be organising such a campaign, it was agreed that the Statutes did not prevent town councillors acting on an individual basis.

13. Any Other Business

- a) Developer Update - Ron reported on dialogue with a number of developers, agents and landowners. It was hoped to receive an updated proposal for UPP 10 very soon. An error in the proposed housing numbers for UPP 04 had been corrected in the published draft of the plan. The Uppingham Gate developer had noted the lack of restrictive retail policies on their site
- b) Appointment of External Examiner - Agreed that the Lead Officer should pursue the possibility of Uppingham contracting with the same External Examiner as Thame.

14. Date and Venue of Next Meeting

Agreed as July 4th 2013 commencing at 7.30pm in the Town Hall.

Uppingham Neighbourhood Plan

Task Group – Notes of Meeting – Tuesday July 30th 2013

Venue – The Falcon Hotel – 10am to 5pm

In Attendance

David Ainslie, Edward Baines (Chair), David Casewell (Part AM +PM), Andrew Dighton, Mark Shaw (PM), Stephen Taylor, Phil Wignell (AM)

Project Lead Officer – Ron Simpson

RCC Liaison Officer – Brett Culpin

1. Opening Remarks

Edward welcomed everyone to the meeting and Ron outlined the domestic arrangements for the day.

2. Apologies for Absence

Chris Merrick, Dick Reeves, Lucy Stephenson.

3. Declarations of Interest

Andrew Dighton & Stephen Taylor (Development site south of Leicester Road); David Casewell, Mark Shaw & Ron Simpson (Development site East of The Beeches; Edward Baines (Retail Centre Development)

4. Update from Previous Meeting

Consultation period is now closed and all responses collated to be reviewed today. An electronic copy of responses had been deposited with RCC. Second draft of N Plan is to be prepared for DCLG visit on August 6th 2013. This will commence at 11am and be held in The Falcon Hotel. Following a request from RCC, it has been agreed that Cllr Terry King may attend the event as a non speaking observer. **Agreed:- that revised text and maps will then be put before Town Council and followed by a second public consultation period.**

Royal Institute of Chartered Surveyors (RICS) is to produce an Information paper on Neighbourhood Planning and is to feature Uppingham as a Case Study.

Balance of printing grant claim has been claimed from the Community Development Foundation.

The first of two Design Council/CABE workshops to pilot the community toolkit 'Voicebox' will be held in the Cricket Club on July 31st. Site UPP 05 on the north side of Leicester Road is to be the subject of study with the collaboration of landowner representative, Marrons.

Two outline options for site UPP 10 south of Leicester Road had been received from Oxalis Planning. These were to be discussed later in the agenda.

5. Resident Responses

- a) A Morse - 'Excellent Plan' comment noted. Doctors surgery capability noted
- b) C Hodgkin – Comments ref Station Road noted – Issues include ownership, gritting. Car parking still under active consideration by Town Council. **Add parking provision to CIL list in Plan**
- c) M & D Demaine – Bypass debate noted – Realistic first step might be link road in N West quarter – Real issue is heavy lorries! Check with DCLG ref bypass point
- d) D Ford – Station Road issues noted, particularly safety. Agreed more work should be done
- e) E Speirs – School capacity checked by Cllr Stephenson. All ok according to RCC Study on Admissions policy. **Add Schools to CIL list as a safeguard**
- f) I Hay – Compliment on Plan noted. Parking concerns noted
- g) J Greenlaw - 'Thoughtful Plan' comment noted. Link Road possible solution to North of Leicester Road Bypass debate
- h) J Thompson – "Well presented and easy to read" comment noted. Speed issue noted. **Put 'play area' in site design requirement for UPP 05?**
- i) J & A Gough – Generous comment on "A job well done that deserve success" appreciated and particularly welcome from new residents
- j) J Portlock – Heritage and population comments noted. Plan must produce housing numbers required in county council strategy. Event and signage comments noted. No known evidence of Stockerston Road speed issue

- k) J Tookey – Negative comments noted. Task Group do not agree! RCC asked to check compliance with Town and County Planning issues. **Agreed that extension of retail shop front proposals palls in Plan be defined in detail by street and number (Orange Street to be excluded?)**
- l) L Cunnington – Excellent document comment noted. Traffic light possibility noted (legal in UK?) Speed on London Road issue noted
- m) J & M Bell – “Congratulations on producing a very informative plan” comment noted. Support for coach stop noted
- n) N Grindley – “A well-considered draft plan” comment noted. **Agreed to incorporate ‘Antiques’ in text**
- o) N Sudborough (2 responses) – “Congratulations to Authors on their detailed work” comment noted. Increased traffic environment comments noted. Parking, lorries and street furniture comments noted. **Agreed to comment in text on developments in neighbouring authorities and the need to have dialogue with them**
- p) P Green – “Well set out” comment noted. Picture comment noted but Task Group do not agree. Narrow street comment noted. Nearby residents do not want change
- q) P&M Ind – Location comment noted. Task Group acknowledged popularity of chosen sites in community survey. Noted that windfall sites could be anywhere in town. **Agreed that text in Plan be strengthened in this regard.** Call for housing detail noted.
- r) R Apel – Comment on “Clear and well-presented document” noted. Half bypass comment noted
- s) R Farmer – 24 hour operation concerns noted. **Agreed to note good vehicle access to site and acknowledge main concern is about overnight noise**
- t) R Seden – Argument on site locations and housing numbers noted. RCC Core strategy limits Task Group options. Task Group notes the significant community support for UPP 10. Amended site layouts and max housing numbers to be agreed later in meeting. By pass comments noted. **Agreed to address this in second draft**
- u) Rutland Access Group – Positive comment on proposed improvements to pedestrian environment noted. Access to historic buildings point noted but felt by Task Group to be outside its brief. However the Plan does aspire to improve accessibility
- v) S Durant - “Well done to all those involved” comment appreciated by Task Group. Station Road and signage comments noted
- w) S Taylor – “N Plan reads well and its broad scope is impressive” comment noted. **Proposals for change and amendments accepted and to be included in second draft**
- x) V Allen – Point about development in the West noted but Task Group limited by RCC strategy and local plan. Pressure on public services point noted.

6. Developer /Landowner Responses

- a) Ancer Spa (Uppingham Gate) – Argument about housing noted by Task Group but decision to retain for employment purposes only is retained. While Task Group is supportive of an enhanced retail offer within the town centre it is believed it would be detrimental to the town sustainability to support a significant retail food store development at Uppingham Gate
- b) Bidwells (Site off Branston Road) – After careful deliberation and receipt of RCC advice, the Task Group agreed to retain its present position with regard to the non-inclusion of the Branston Road site in the N Plan and continue to support the proposed green space as requested by residents
- c) Marrons (North of Leicester Road) – Following further deliberation by the Task Group and advice received from RCC, it is proposed to amend the Plan so as to approve the whole site for housing development but limit development within the period of this Plan to an area of 3 hectares within the site boundary providing a total of 75 houses at a density of 25 houses per hectare
- d) Marrons (East of The Beeches) - The Task Group noted the argument presented for increasing the total housing provision but on the advice of RCC rejected the proposal. Comments on the need to conform with the Local Plan reinforce the Task Group’s decision not to support further development East of The Beeches. The Task Group further noted that in the event of the Branston Road site not being developed there remained sufficient capacity on the three recommended sites to make up the shortfall
- e) Bloor Homes/Oxalis Planning (south of Leicester Road) – Following further deliberation by the Task Group and consideration of the points made in the submission, the Task Group agreed that the present location of the x-y line was correct and that land at the rear of the site should be designated as recreation land. The Group also agreed that four hectares between the x-y line and Leicester Road be approved for future housing development and that 3 hectares within that area be approved for the construction of up to 75 homes at a density of 25 homes per hectare within the period of the Plan
- f) Larkfleet Homes (West of Ayston Road & North of Firs Avenue) – The Task Group considered this lengthy response carefully. It contains a number of untrue assertions. It suggests that no sustainability screening has taken place. This is not the case as the Task Group used a template process developed by RCC and commended by DCLG. It suggests that the Task Group are unaccountable. Not true as the Task Group is working group appointed by, and accountable to, the Town Council. It suggests a lack of transparency in the Task Group’s activities yet all meetings are minuted and it has regularly reported in public. Concluding its deliberations and having regard for the public support for the draft plan and the limited housing needs of the town up to 2026, the Task Group could find no substantial reason to change its recommended sites for housing.

Note 1: In a number of the above submissions issue was taken with the methodology and calculations by which RCC arrived at its recommended housing figures. The Task Group is advised by RCC that there is no substance in the arguments put forward. The Task Group has therefore accepted RCC advice in this regard.

Note 2: It was agreed that all respondents would receive a written response from the Town Council and that all responding developers/landowner representatives would be offered the opportunity of a debriefing/progress meeting with the Task Group.

7. National Agency Responses

- a) English Heritage – This positive and supportive response was welcomed by the Task Group
- b) Other Agencies – No response yet received – **Agreed that these be chased up!**

8. RCC Response

It was agreed that many of the issues covered had been addressed during the day's discussions with some points likely to be picked up during redrafting. It was noted that the response was from RCC and not just the Planning Department. Ron reported that a number of Task Group member had expressed concern about the response, given that RCC was a longstanding member of the Task Group.

9. Next Draft Arrangements

It was agreed that redrafting commence immediately on the revised Plan with the work completed by the weekend being shared with DCLG for their comments on August 6th. Following the final amendments it was agreed that the second draft be put before Town Council and then published for a further period of public consultation the dates of which would be determined by the Town Council.

Date of Next Meeting

Tuesday August 6th 2013 in The Falcon Hotel commencing at 11am

10. Any Other Business

It was agreed that the Town Council be asked to publish all minutes of the Task Group on the Town Council Website.

Ron Simpson
Lead Officer

2.8.2013

Uppingham Neighbourhood Plan Task Group

Notes of Meeting held on Monday August 19th 2013

Venue – The Town Hall – 7.30pm

Present

David Ainslie; Edward Baines (Chair), Mark Shaw, Lucy Stephenson, Phil Wignell. Andrew Dighton

Apologies

Chris Merricks, Stephen Taylor, David Casewell, Richard Reeve, Ron Simpson

RCC Link Officer: Brett Culpin

1. Chair's Opening Remarks

Edward welcomed everyone to the meeting and noted the apologies for absence.

2. Declarations of Interest

None

3. Update on Progress with the Plan

Maps. EB declared a pecuniary interest in the Shopping Frontage issue. All agreed that the proposed Shopping Frontage didn't need to include Orange Street but did want to include High Street West Nos 3 – 13. A debate took place concerning the properties on the opposite side of the road and it was agreed that there was no need to include these in the designated area. The map to show the green and open spaces was made available but it was explained that this was still work in progress. Thanks were recorded to Uppingham school in helping with the production of the maps. There is still a need to amend the map showing the boundaries of permitted development to include all the sites that the NP is recommending for housing development. The map showing the area for the overall NP now appears to be correct but all maps are to be shown to RCC before publication in the second consultation document to get their formal comments before being committed to print.

4. Policy UPP TH10/P1 Design Statement.

A long debate took place to see if we could be more detailed over the bullet points we have in our plan. We recognised the desire of Developers to see more focused and numerical data but the group felt quite strongly that they preferred the statement as currently drafted. It was suggested that where specific planning policies related to this section they should be cross referenced to the technical appendix.

5. Date and Venue of Next Meeting

Agreed as Tuesday 27th August 2013 commencing at 7.30pm in the Town Hall. Purpose to sign off Consultation Document 2 by the Task group.

Notes taken by Dave Ainslie in the absence of the Lead officer.

Uppingham Neighbourhood Plan

Task Group – Notes of Meeting – Monday September 23rd 2013

Venue – The Falcon Hotel – 7.30pm

In Attendance

David Ainslie, Edward Baines (Chair), David Casewell, Andrew Dighton, Dick Reeves, Stephen Taylor (second half of meeting),

Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the meeting and confirmed its primary purpose as a review of Draft 18 and the tabled revised plans.

2. Apologies for Absence

Brett Culpin, Chris Merrick, Mark Shaw, Lucy Stephenson. Phil Wignell.

3. Declarations of Interest

Andrew Dighton & Stephen Taylor (Development site south of Leicester Road); Edward Baines (Retail Centre Development)

4. Update from Previous Meeting

Ron confirmed that a productive and amicable meeting had been held on September 13th with interested parties regarding Leicester Road South. Data had been shared with regard to the recreation land element and Oxalis Planning had undertaken to submit a positive proposal by mid November 2013.

Ron further reported on his attendance at meeting in London with DCLG and other N Plan Front Runners. He had also attended the Leicestershire CC support group for parishes undertaking N Plans.

It was noted that Uppingham had been invited to become a national N Plan Champion and was receiving calls for advice and help from other authorities and parishes.

Finally Ron reported on the very successful second Design Council workshop to pilot Voicebox.

Task Group members were updated by the Chair on the situation regarding the Branston Road Development and the outcomes of the Spire planning application.

5. Correspondence

Correspondence received included:-

- a) A Neighbourhood Planning Communications Pack from Locality
- b) Housing data from RCC
- c) E-mail from RCC regarding a Draft Statement of Community Involvement Consultation

6. Budget

Expenditure covering two full day meetings of the Task Group (one with DCLG), foolscap wallets and the Plan's temporary website was approved at a total cost of £375.37.

It was agreed that the Lead Officer's expenses in attending meetings called by DCLG would be reimbursed.

It was noted that Ron had secured a commitment from Locality to fund the printing of the second draft up to a maximum cost of £3250.

7. Review of Draft Two of the Plan (Version 18)

Ron reported that he was to meet with RCC Planning colleagues on Thursday to agree final changes and additions to the Plan. This would include the revised maps and the proposed changes in the Planned Limit of Development.

Ron reported that Version 18 incorporated many of the changes agreed in the meeting with RCC and DCLG. These included a re-numbering of the development sites, differentiation between policies and proposals, the agreed revised density figures, references to existing RCC policies and the case for a new section on Recreation Land. A number of matters remained for discussion. These included housing stats, references to RCC policies in the form of an appendix, changes in the planned limit of development and a possible new proposal linking the employment development sites to the Local Enterprise Partnership (LEP).

Following extensive discussion on the Plan and the revised maps, a number of changes were agreed to version 18 in preparation for the meeting with RCC. The version submitted to them would be Version 19. It was agreed that Ron circulate the updated Plan and the revised maps (following the meeting with RCC) as Version 20 as soon as possible after Thursday. If required, a further meeting of the Task Group should be called for Monday September 30th 2013.

8. Revised Timeline

It was agreed that RCC be invited to agree a revised timeline leading to the External Examination and Referendum.

9. Printing of Draft 2 and Public Consultation

It was agreed that the Town Council should be invited to secure quotes for the printing of the second draft and that the second public consultation should commence as soon as possible.

10 Any Other Business

Ron reported on offers of help (if required) from senior civil servants.

11. Date of Next Meeting

Monday September 30th 2013 at 7.30pm in the Oak Room of The Falcon Hotel. (If required! Ron to confirm)

Ron Simpson
Lead Officer

25.9.2013

Note: The following invite from the Design Council was received by Uppingham First on September 24th and has been accepted. It represents a further opportunity to promote the town to a significant and strategic national audience.

“We are organising an invite only event on Thursday 21 November here at the Design Council to raise profile of Voicebox, showcase its use and promote the second stage of its development. This will be an invite only event to selected developers, local authorities, community groups and government agencies. We would love you to join us and if possible speak for around 15 minutes about your experience of using it in Uppingham. It would really help us make a convincing case for additional funding.”

Uppingham Neighbourhood Plan

Task Group/Town Councillors – Notes of Meeting – Monday October 21st 2013

Venue – Uppingham Town Hall – 7.30pm

In Attendance

Task Group: Edward Baines (Chair), David Casewell, Mark Shaw, Phil Wignell.

Town Councillors: Christine Edwards, Sam Findlay, Peter Ind, Peter Rees, Robin Schlich.

Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the joint meeting and confirmed its primary purpose was to allow Town Council members to make final amendments to the revised Draft Plan (version 21) prior to it being formally approved by the Town Council and printed for public consultation.

2. Apologies for Absence

David Ainslie, Brett Culpin, Andrew Dighton Chris Merrick, Dick Reeve, Lucy Stephenson, Stephen Taylor,

3. Declarations of Interest

Edward Baines (Retail centre development); Peter Ind (development on Leicester Road)

4. Update from Previous Meeting

Ron confirmed that there had been a productive meeting with officers of Rutland County Council and that RCC officers were now happy with the text and revised maps in the Draft Plan. A late suggestion had been received from David Troy regarding additional mapping information that might be displayed (significant/protected boundaries) and it was agreed that this be considered at the end of the public consultation period. Ron briefly commented on his attendance at the inaugural meeting of N Planning Champions at DCLG. Finally Ron reported on further positive dialogue with developers and landowner representatives regarding sites B, C and D.

5. Revised Timetable

A revised Plan Timetable prepared by Brett Culpin was presented to the meeting for consideration. RCC had asked for Town Councillor and Task Group views on it. The timetable suggested that a further year was required to put the Plan in place if approved at a Referendum. Ron reported that the draft timetable had been forwarded to a DCLG contact for her views on it. Following careful consideration of its contents and the comments made by the DCLG representative and colleagues present at the meeting, it was agreed that:-

- a) The timetable seemed extraordinarily long and contained unproductive and unnecessary time periods
- b) The Town Council's original target of May 2014 for a referendum was more appropriate
- c) That DCLG be asked to contact RCC to give guidance on how to shorten the timeline
- d) The issue of excessive delay in the draft timetable be raised at the November meeting of Uppingham Town Council
- e) An urgent meeting with RCC to resolve the matter be sought by the Task Group Chair and Lead Officer.

6. Review of Draft Two of the Plan (Version 21)

Edward and Ron led a presentation outlining the differences between Draft 1 and Draft 2 of the Plan inviting comment as they proceeded. The changes drew upon the responses made during the first period of public consultation, the outputs of further meetings with RCC and DCLG, further work by Task Group members and public comment made in the September Neighbourhood and Business Forum meetings.

Following extensive discussion during which the issues of housing affordability, clustering, housing density, the desirability of a second supermarket and the possible phasing of house building were raised, the following minor amendments to the Draft Plan were commended to the November meeting of Uppingham Town Council:-

- a) Page 6 – Saxon amended to Anglo - Saxon
- b) Page 16 – **Embolden** sentence in penultimate paragraph commencing, "However, for the period of the Plan....."
- c) Page 17 - **Embolden** sentence in final paragraph commencing, "For the period of the Plan, however....."

- d) Page 17 – Final sentence on page - add a 'comma' before "however"
- e) Page 19 – Third paragraph – amend doctor's to doctors'
- f) Page 21 - Proposal 7 – Amend to read 'Better traffic management and improved parking'
- g) Page 30 - Second from bottom line - **Embolden** sentence commencing, "To comment on this second draft....."

7. Any Other Business

a) Confidential Item (Non Councillors withdrew from meeting) – Following a short briefing on an emerging development opportunity it was agreed to commend to the Town Council, following exclusion of the public and the press, a further amendment to the Draft Plan: This amendment to be reviewed following the six week period of public consultation

b) The reconvened meeting was offered a visual presentation on the proposals shaping up for site C.

8. Date of Next Meeting

To be advised following public consultation on Draft Plan.

Ron Simpson
Lead Officer

22.10.2013

Uppingham Neighbourhood Plan

Task Group – Wednesday December 18th and Friday 20th 2013

Venue 1 – The Falcon Hotel – 2pm Venue 2 - Uppingham Town Hall 10am

In Attendance

David Ainslie (Day 2 only), Edward Baines (Chair), David Casewell, Andrew Dighton, Christine Edwards (Day 1 only), Robin Schlich (Day 1 only,) Stephen Taylor (Day 1 Only),
Project Lead Officer – Ron Simpson

1. Opening Remarks

Edward welcomed everyone to the meeting which, he announced, would be adjourned at the end of day 1 and reconvened on day 2 in order that last minute responses to the Amended Draft Plan could be received and considered.

2. Apologies for Absence

Chris Merrick, Dick Reeves, Mark Shaw, Lucy Stephenson, Phil Wignell.

RCC Liaison Officer – Brett Culpin

3. Declarations of Interest

Andrew Dighton & Stephen Taylor (Development site south of Leicester Road); Edward Baines (Retail Centre Development)

4. Budget and Grant Update

Ron confirmed that a grant had been secured to cover the cost of printing and distribution of the Revised Plan.

N Plan expenditure invoices reclaiming costs incurred by Uppingham First up to the end of December 2013 of £22-95 and £555.68 were approved for re-imbursement.

Club on July 31st. Site UPP 05 on the north side of Leicester Road is to be the subject of study with the collaboration of landowner representative, Marrons.

Two outline options for site UPP 10 south of Leicester Road had been received from Oxalis Planning. These were to be discussed later in the agenda.

5. Interim Meetings and Discussions

The Chair and Lead Officer both reported on productive discussions with members of the Scott family and their representatives concerning sites on the North and South of Leicester Road. Following considerable dialogue they were now happy to support the revised Draft Plan.

The Lead Officer and Uppingham School representatives reported on significant progress made in discussions with Bloor Homes regarding south of Leicester Road. It was now possible to include update plans and text in the final draft of the N Plan.

6. Timeline Update

The Chair confirmed that RCC were hoping to adhere to the proposed May target date for the Plan referendum.

7. Consultation Feedback on Revised Draft Plan

Resident Responses

- y) Brett & Tania Durden - 'Professional and High Quality' comment noted. Comment about 'Sites A,B & C providing sensible options' noted, Concern about the limited number of sites chosen noted. Missed opportunity to spread sites comment noted. **Action – Explain limitation of sites choice available to comply with RCC strategic plan. Also limited number of houses required within life of Plan. Economy will determine pace of development**

- z) Mr & Mrs Ind – two letters – Concern about urban sprawl noted. Cllr Ind's declared interest noted. Concern about neighbours' views noted but not consistent with limited number of negative responses received or positive views repeatedly expressed at Neighbourhood Forum meetings. Concern about maintaining quality of approach to town noted. **Action - Write stating that Task Group does not accept that their proposals represent urban sprawl. Agree about need to ensure that any development enhances character of town and has regard for neighbours during construction phase. Advise that windfall housing allocations will help distribute development around town**
- aa) L Fenelon - Comments about merit of bungalows noted and supported. **Action – Bring to attention of developers**
- bb) N Sudborough – Job well done comment noted. Roundabout at south entrance of town still in Plan. Street furniture and traffic calming points noted. **Action – Write advising roundabout still in Plan. Other traffic calming measures on London Road still possible even if not detailed in Plan**
- cc) Karen Mellor- Rutland Access Group – Support in Plan for people with disabilities comment noted. Disabled parking provision comment noted. **Action – Advise that Town Council will be asked to pursue this issue as part of its parking strategy**
- dd) G Maskell – 'Congratulations to team who compiled document' comment noted. Heavy traffic comment noted but as stated in Plan requires collaboration with other authorities. Action – **Write confirming Plan has no specific policy but UTC intends to pursue heavy traffic issue in collaboration with Highways Authority**
- ee) RC & J Fisher – Ayston Road speed comment noted. Branson Road traffic comments noted. **Action – Write confirming Ayston Road speed view supported and will be monitored during development of Uppingham Gate. Advise that Branston Road traffic issues are being addressed as part of the Spire Homes development**
- ff) R Boston – Support for Plan noted. Concern about scale of any future development noted.
- gg) A Haigh – 'Excellent work of all concerned in preparing Plan' comment noted. Observations about schools, youth, affordable housing noted. Action - **Advise that all schools invited to participate but not all responded. Advise that flexible facilities may be part of community hub proposals. Advise that Branston Road development is outside of Task Group remit, but more affordable housing very much part of Plan**
- hh) S Forsyth - 'Congratulations to all who have been working on Neighbourhood Plan' comment noted. 'A clear and informative document' comment noted and appreciated
- ii) Mrs Deveraux – Concern about adequacy of policing following development noted. Action - Advise that this issue will be monitored by Town Council
- jj) M & M McWhinnie – Approval of N Plan noted. Pedestrianisation comment noted. **Action – Advise of debate about and decision taken around Pedestrianisation of Market Place. Proposal carried little support!**
- kk) K & W Edmond – Support for revised draft of N Plan noted. Also removal of North/South bypass line
- ll) L Bennett – Concern about housing proposals impacting on school place availability noted. Action – Advise that RCC has reassured Task Group existing provision is adequate for current number of additional homes proposed
- mm) Roy Seden – 'Appreciation of work done and support for majority of Plan' comment noted. Support for deletion of bypass route noted. Support for dialogue with developers and landowners noted. Detail of objection 1 discussed and noted. Detail of Objection 2 noted including concern about Site C and surrounding landscape. Call for greater housing dispersal noted. **Action – Advise of limitations put upon Task Group re housing site dispersal, rational behind red/pink areas. Explain dispersal required use of south of Leicester Road, also shared aspirations for additional recreation space. Explain dialogue with landowners has limited their aspirations but demonstrated sustainability and deliverability of proposals including much needed affordable housing. Landscaping of developments will be a key design issue to address environmental concerns and protect town's heritage. Developers/ landowners have been made aware of this.**

Business Response

- a) Post Office – Concern about apparent downgrading of establishment in revised draft plan noted. **Action – Advise that change was no reflection on quality of staff, but reflected Access Group concerns about access for the disabled.**

Developer/Landowner Responses

- g) Ancer Spa (Uppingham Gate) – The Task Group welcomes the positive comments on the revised draft of the N Plan and notes with interest the content of the possible master plan submitted. The support expressed for Proposal 6 concerning the Local Enterprise Partnership is welcomed. **Action - To assist this developer in their endeavours to attract employers to the site, the temporary amendment previously agreed to the list of prohibitions in Policy 7 on page 20 is now made permanent. The Task Group would welcome further dialogue with this developer.**
- h) Bloor Homes/Oxalis Planning (south of Leicester Road) – The Task Group welcome the positive comment on the revised Plan and is pleased with the progress of the deliverability discussions for this site. The updated maps with the more accurate line of division between housing land and recreation are approved for inclusion in the Plan as is the minor change suggested for Policy 4 and the textual changes for page 17. **Action – Update plans on pages 31 & 32. Amend Policy 4. Amend text where requested on page 17.**

- i) Larkfleet Homes (West of Ayston Road & North of Firs Avenue) – The Task Group considered this lengthy response carefully. It contains a number of untrue assertions and, in the opinion of some Task Group members, is potentially libellous. The Task Group notes the objections to Policies 1, 4, 9, and 11, but does not share the author's views. The Task Group notes the argument about the legality of the N Plan but takes the view that this is a matter for RCC, DCLG and the External Examiner. **Action – That 1) The Chair of the N Plan Task Group write to Larkfleet's representative outlining the Task Group's arguments for not accepting Larkfleet's objections (Copy letter attached to these notes) 2) The Task Group urge the Town Council to consult with partners and DCLG to arrange appropriate legal representation to support the Plan in the event of a legal challenge to the Plan submitted by Larkfleet at the External Examination.**

Rutland County Council Responses

- a) The Task Group notes that the RCC Scrutiny Panel of November 28th 2013 considered the revised Draft N Plan without proposing any change
- b) The Task Group notes the helpful comments of the RCC Director of Places
- c) The Task Group welcomes the detailed advice and comment made for the post plan period by the RCC Climate Change Coordinator

National Agency Responses

- c) English Heritage – This positive and supportive response is welcomed by the Task Group
- d) Environment Agency – This positive and supportive response is welcomed by the Task Group
- e) Natural England – The comment that "Natural England welcomes the Draft Plan and considers that it provides a strong framework for achieving the sustainable development of Uppingham" is welcomed by the Task Group.

Following deliberation on the above responses and actions, it was agreed that:-

'The Task Group commends the amended Plan to Uppingham Town Council for their formal approval'.

8. External Examiner Update

It was noted that RCC had now made a formal application to appoint an External Examiner.

9. SEA Refresh, Data Book and Statement of Consultation

The Lead Officer confirmed that RCC had offered to refresh the SEA as soon as the final draft of the Plan had been approved by Town Council. Also that he would draft a Statement of Consultation for Town Council to approve. The Databook would be compiled first thing in the New Year from existing evidence.

10. Report on Planning Inspector's Public Hearing on RCC Sites Allocation Document

The Lead Officer reported on his attendance at the Planning Inspector Hearings on the RCC Sites Allocation Plan. The legality of the document had been challenged by Larkfleet representatives, as had the housing requirement calculations. The Planning Inspector would report in Jan/Feb 2014. Edward noted that if housing numbers were required to rise by the Inspector, the Draft Plan indicated where the additional housing should be built.

11. Work in other Parishes

The Lead Officer reported that since the last meeting he had given N Plan presentations in Langham and Cottesmore Parishes. He was to undertake a further presentation in Greetham in early January.

12. Any Other Business

None

13. Date of Next Meeting

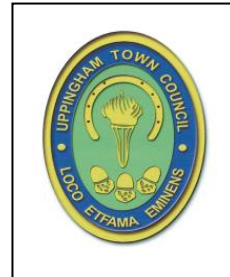
To be agreed as required.

Ron Simpson Lead Officer 23.12.2013

UPPINGHAM TOWN COUNCIL

www.uppinghamtowncouncil.co.uk

Neighbourhood Plan Task Group



Chair: Edward Baines Lead Officer: Ron Simpson Town Clerk: Susan Awcock

Neil Osborne
Senior Director
DLP Planning Ltd

23.12.2013

Dear Mr Osborne,

Uppingham Neighbourhood Plan (UNP) – 2nd Draft Consultation

Thank you for your response of December 18th 2013 on behalf of Larkfleet Homes. I acknowledge your comments and confirm that they have been discussed at length by the Task Group.

I note that your main concerns are about the lawfulness of the UNP. In our opinion, this is a matter for the Inspector dealing with the Rutland County Plan and, in due course, for the External Examiner appointed to assess the UNP. It would appear that your response does not appreciate the wide-ranging implications of localism. In particular it ignores the considerable weight given to local opinion.

Your comments regarding evidence, accountability and community involvement are not accepted.

- a) Evidence – From the outset surveys, open meetings and developer engagement have formed the basis of our deliberations and discussion. Detailed records of these will be available to you when the Plan's Databook becomes publicly available in January 2014
- b) Accountability – The UNP Task Group was formed as a result of an Uppingham First (business led) initiative. From the beginning the group included representatives of business and voluntary sectors as well as Town Councillors. When the legislation required, the group became an official working group of Uppingham Town Council. All published documents have been ratified by the Town Council (UNP is always an agenda item). Minutes of all meetings have been kept and are publicly available either online or in the Databook
- c) Community Involvement – The Department of Communities and Local Government (DCLG) has commented with approval that formal consultations, as well as the myriad of other engagement initiatives (v.s. para a)), considerably exceed legal requirements
- d) General – DCLG has been actively involved from a very early stage and has been consulted frequently on process. Similarly, Rutland County Council has been involved throughout and an officer of the Council has attended numerous Task Group meetings.

In view of the Task Group's considerable efforts to engage developers in the process, it is disappointing that Larkfleet alone has chosen legalistic argument before constructive dialogue.

Yours Sincerely,

Edward Baines
Chairman of the Uppingham N Plan Task Group writing on behalf of the Group

The Uppingham Neighbourhood Plan Task Group is a working group of Uppingham Town Council. Administration by Uppingham First
www.uppinghamfirst.co.uk

Task Group Membership

Andrew Dighton: Uppingham School; Tony Fowell: Uppingham Business Forum; Chris Merricks: Uppingham Neighbourhood Forum; Mark Shaw: Beeches Residents Association; Lucy Stephenson; Phil Wignell: The Uppingham Town Partnership Ltd; Town Councillors: Richard Reeves and David Casewell; David Ainslie: Limes Firs & Spurs Residents Association.

Town Council Planning Committee Minutes
(N Plan Items highlighted red)

In the absence of both the chair and deputy chair of planning, the chairman of the full council ran the meeting.

1. **PRESENT:** Peter Rees (Chair), Dave Ainslie, David Casewell & Christine Edwards.
2. **APOLOGIES FOR ABSENCE:** Richard Reeve, Anne Rollins, Robin Schlich & Michael Wellen. Proposed by Dave Ainslie, seconded by Christine Edwards, that the apologies be accepted. Unanimously agreed.
3. **DECLARATION OF MEMBERS' INTERESTS:**

Dave Ainslie, personal interest in planning application 0913 as the applicant had worked for him.

4. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 21ST DECEMBER 2011:** Proposed by Dave Ainslie, seconded by Christine Edwards, that the report be accepted. 3, in favour, 1 abstention.
5. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

PLANNING CONSENTS/REFUSALS

APP/0669 - Sweet Meadow House (trees)	Approved
APP/0630 – 4, Orchard Close (tree)	Approved
APP/0884 – New House, North Street West (trees)	Approved
APP/0873 – Boundary Farm, Glaston Road	Approved
APP/0821 – 25 Elizabeth Way	Approved
APP/0779 - 17 Stockerson Road	Approved
APP/0896 – 1, Samuel Court	Approved
APP/0519 – West Bank, 1 Stockerston Road	Approved
APP/1191 – Welland Vale Nurseries	Approved
APP/0549 – Old Station Yard	Approved
APP/0735 – Western Quad, Science Building	Approved
APP/0630 – 4, Orchard Close, (trees)	Approved

Proposed by Dave Ainslie, seconded by Christine Edwards, that the notifications be received. Unanimously agreed.

6. **NEIGHBOURHOOD PLAN:** Members of the task group reported that the Neighbourhood Planning workshop held on Saturday 4th February 2012, went well with about sixty members of the public attending. Their views will be fed back to council.
Thanks were given to those councillors who assisted on the day.

There was some concern that decisions were being made outside the Neighbourhood Plan Task group.

7. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION:**

APP/0823 – Installation of 2 No. internally illuminated wall mounted display units. Car Park North Street East, Uppingham. Primesight Ltd: Proposed by Dave Ainslie, seconded by David Casewell, that this planning application be recommended for approval. 3 in favour, 1 abstention.

APP/0040 – Installation of cycle parking shelter. Leighfield Primary School, Newtown Road, Uppingham, LE15 9TS. Governors Leighfield Primary School: Proposed by Christine Edwards, seconded by Dave Ainslie, that this planning application be recommended for approval. Unanimously agreed

David Casewell declared a personal interest in the following planning application 0006 as he is a Trustees of the adjoining bungalows.

APP/0006 – Construction of two-storey extension to west (front) elevation to incorporate enlarged ground floor lounge and first floor main bedroom. Cranford, 14 Ayston Road, Uppingham, LE15 9RL. Mr. R. Hathaway: Proposed by Christine Edwards, seconded by Dave Ainslie, that this planning application be recommended for approval providing there are no objections from the neighbours. Unanimously agreed

APP/0960 – Construction of access ramp and wider access door to rear (east) elevation of community centre. Community Centre, 19 Gerard Court, Johnson Road, Uppingham. Mr. J. Marsh, Spire Homes: Proposed by Christine Edwards, seconded by Dave Ainslie, that this planning application be recommended for approval. Unanimously agreed

APP/0913 – Change of use from industrial unit to plumbing and heating business premises including retail use. Unit 8 Fernie Court, Station Road, Uppingham, LE15 9TX. Mr. D. Evans: Proposed by Christine Edwards, seconded by David Casewell, that this planning application be recommended for approval. 3 in favour, 1 abstention.

APP/0028 – Conversion of store room and studio building to rear (north) of garage into self-contained living accommodation. 38 North Street West, Uppingham, LE15 9SG. Mr. S. Palmer: Proposed by David Casewell, seconded by Dave Ainslie, that this planning application be recommended for approval. Unanimously agreed

Meeting closed at 9.p.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 21st March 2012

3. **PRESENT:** Richard Reeve (Chair), Dave Ainslie, David Casewell, Christine Edwards, Peter Rees & Robin Schlich.
4. **APOLOGIES FOR ABSENCE:** Ian Salt & Anne Rollins. Proposed by Christine Edwards, seconded by Peter Rees, that the apologies be accepted. 5 in favour, 1 against.
8. **DECLARATION OF MEMBERS' INTERESTS:** None
9. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 15TH FEBRUARY 2012:** Proposed by Peter Rees, seconded by Dave Ainslie, that the report be accepted. Unanimously agreed.
10. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

APP/0040 - Leighfield School	Approved
APP/0913 – Unit 8 Fernie Court, Station Road	Approved
APP/0006 – Cranford, 14 Ayston Road	Approved
APP/0960 – Community Centre, 19 Gerard Court	Approved
APP/0076 – School House, 19 High Street West (trees)	Approved
APP/0738 – 67, High Street East (tree)	Approved
APP/0669 – Sweet Meadow, South View (tree)	Approved
APP/0917 – Hollybank, 9b Glaston Road	Approved
APP/0022 – West Bank. 1, Stockerston Road (trees)	Approved
APP/0951 – 25 Stockerston Crescent	Refused
APP/0735 – 27 Stockerston Crescent	Refused

Proposed by Richard Reeve, seconded by Christine Edwards, that the notifications be received. Unanimously agreed.

11. NEIGHBOURHOOD PLAN:

David Casewell gave members a verbal update on the progress of the Neighbourhood Plan. He summarised the progress as “stalled”. A document produced by RCC indicated that RCC were proposing to exert more control over the development of the plan that the Task Group felt was warranted. This document had been discussed at an informal meeting, without the presence of a RCC officer, and it was agreed that the chair of the Task Group, Edward Baines, would seek an urgent meeting with RCC executive in order to clarify their position. Ron Simpson had also been in contact with the appropriate Govt Department who had indicated that the drive and control should lie with the local team.

This meeting with the RCC executive had now taken place, and a fresh document will be produced to be the basis of discussion at the next Task Group meeting (now scheduled for 05 April)

Proposed by David Casewell, seconded by Peter Rees, to recommend to full council that they should continue with progressing the Neighbourhood Plan and invite an officer from Rutland County Council to discuss this with members. Unanimously agreed.

Proposed by Richard Reeve, seconded by David Casewell, that Uppingham Town Council's Planning Committee endorse the move by Uppingham Town Partnership to work with Oakham Town Partnership in order to progress a bid for Portas funding for both Oakham and Uppingham. To recommend to full council, that Uppingham Town Council should offer support to such a joint effort. 4 in favour, 1 against, 1 abstention.

Some members, having attended a presentation of plans for Uppingham Gate suggested, that as Uppingham Town Council was the elected town body the developers be invited to present the plans to all members. This was agreed.

- 12. TO CONSIDER THE RUTLAND COUNTY COUNCIL CONSULTATION – HOUSING STRATEGY 2012-2017 AND HOMELESSNESS STRATEGY 2012 – 2017:** Proposed by Robin Schlich, seconded by Peter Rees, that further consideration be given to the consultation papers at the next full council meeting and to advise Rutland County Council, that the results of this consultation will miss the deadline of 26th March 2012. Unanimously agreed.

- 13. TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

APP/0138 – Construction of porch extension to front (south) elevation of dwellinghouse, and single storey extension to rear (north) elevations. 4, Rutland Close, Uppingham, LE15 9RF. Mr. William Sharp: Proposed by Richard Reeve, seconded by Dave Ainslie, that subject to the being no complaints from the neighbours be recommended for approval. 4 in favour, 1 against, 1 abstention.

Meeting closed at 8.50 p.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 18th April 2012

- 5. PRESENT:** Richard Reeve (Chair), Dave Ainslie, David Casewell, Christine Edwards, Peter Rees, Anne Rollins, Ian Salt & Robin Schlich.

Three members of the public

- 6. APOLOGIES FOR ABSENCE:** Michael Wellen. Accepted by members

- 14. DECLARATION OF MEMBERS' INTERESTS:** Dave Ainslie & Christine Edwards, Personal interest in planning application 0189 being members of the Limes Firs and Spurs Residents Association.

- 15. TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 21ST MARCH 201:** Proposed by Richard Reeve, seconded by Peter Rees, that the Report be accepted. 8 in favour, 1 abstention

Robin Schlich joined the meeting 6.50 p.m.

- 16. TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS.** Proposed by Christine Edwards, seconded by Dave Ainslie. That these notifications be received. Unanimously agreed.

APP/0411 - The Hall, 56 High Street East	Approved
APP/0092 – Sewage Works, Seaton Road	Approved
APP/0095 – 60 Stockerston Road	Approved
APP/0113 – 4, Hopes Yard	Approved
APP/0084 – 17 Stockerston Road (rear extension)	Approved
APP/0084 – 17 Stockerston Road (side extension)	Refused
APP/0089 – 23 Goldfinch Road	Approved

- 17. NEIGHBOURHOOD PLAN:** David Casewell informed members that the plan was back on track and there will be a formal meeting on Thursday April 26th. Further discussion will take place during the May full council meeting. Proposed by Dave Ainslie, seconded by David Casewell, to recommend to full council, that Uppingham Town Council become the accountable body for the Neighbourhood Plan. Unanimously agreed.

- 18. TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

APP/0221 – Installation of 1 No. CCTV camera and 1 No. ATM down lighter to front elevation. 14 High Street West, Uppingham, LE15 9QD. Barclays Bank PLC: Proposed by Peter Rees, seconded by Ian Salt, to recommend this planning application for approval. Unanimously agreed.

APP/0198 – Installation of 2 No. illuminated fascia signs and 1 No. illuminated projecting sign to replace existing. 14 High Street West, Uppingham, LE15 9QD. Barclays Bank PLC: Proposed by Robin Schlich, seconded by Peter Rees, that advertising for this bank is not needed or appropriate and such a sign would be detrimental to the street scene, therefore recommend this planning application for refusal. Unanimously agreed.

APP/0211 Construction of single storey extension to front (north east) elevation of dwellinghouse. 24 The Quadrant, Uppingham, LE15 9QP. Mr. & Mrs. Kevin Bennett: Proposed by Ian Salt, seconded by Dave Casewell, that this planning application be recommended for approval. Unanimously agreed.

APP/0226 – Erection of three-storey dwellinghouse with attached garage following demolition of existing outbuilding. Rear of 17 High Street East, Uppingham. Mr. & Mrs. N. Grindley: Proposed by Peter Rees, seconded by David Casewell, that this planning application be recommended for refusal on the following grounds: the three storey building will be overbearing and have an adverse effect on surrounding buildings; concerns about vehicular access; demolition of a listed building; over-development and neighbour objections. The previous planning application was for a smaller building and was refused. Unanimously agreed.

APP/0227 – Demolition of single storey outbuilding. Rear 17 High Street East, Uppingham. Mr. & Mrs. N. Grindley: Proposed by Peter Rees, seconded by David Casewell, that this planning application be recommended for refusal on the following grounds: the three storey building will be overbearing and have an adverse effect on surrounding buildings; concerns about vehicular access; demolition of a listed building; over-development and neighbour objections. The previous planning application was for a smaller building and was refused. Unanimously agreed

APP/ 0184 – Crown reduce 1 No. Cherry tree by 2m and crown thin by approx. 10%. 1, Richil Court, Ayston Road, Uppingham, LE15 9RL. Mr. Vernie Adam: Proposed by David Casewell, seconded by Peter Rees, that this planning application be recommended for approval. Unanimously agreed.

APP/0189 – Construction of first floor extension and single storey porch extension to front (north) elevation of dwellinghouse, re-roofing of existing garage, and single storey extension to the rear (south) elevation. (Revised scheme APP/2011/0369). 6 Rees Close, Uppingham, LE15 9ST. Mr. & Mrs. Blackford: Proposed by Robin Schlich, seconded by Peter Rees, to recommend this planning application for refusal as members do not consider that the revised plan sufficiently addresses the objections which caused the Planning Inspectorate to refuse the appeal. Unanimously agreed.

APP/0185 – Crown reduction of 1 No. Acacia tree by approx. 1.5-2m and reduction of overhanging branches of 1 No. silver birch tree by 1.5m. 58 High Street East, Uppingham, LE15 9PZ. Mrs. G. Cookson: Proposed by Ian salt, seconded by Peter Rees, that this planning application be recommended for approval, subject to the owners of the tree agreeing. Unanimously agreed.

APP/0209 – Construction of single storey extension to side (east) elevation of dwellinghouse. Cupola House, London Road, Uppingham, LE15 9TJ. Mr. R. Copperthwaite. Proposed by Richard Reeve, seconded by Ian Salt, that this planning application be recommended for approval. Unanimously agreed.

Meeting closed at 7.20 p.m

1. **PRESENT:** Richard Reeve (Chair), Dave Ainslie, Alan Pickersgill, Peter Rees, Anne Rollins, Ian Salt & Robin Schlich.
2. **APOLOGIES FOR ABSENCE:** David Casewell & Christine Edwards
Accepted by members
3. **DECLARATION OF MEMBERS' INTERESTS:** Alan Pickersgill, item 7, planning applications APP/ 303 & 360, personal interest as property of adjacent property.
4. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 21ST MARCH 2012:** Proposed by Ian Salt, seconded by Peter Rees, that the Report be accepted. 6 in favour, 1 abstention.
5. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

APP/0209 - Cupola House, London Road	Refused
APP/0167 – 25 Stockerston Crescent	Refused
APP/0166 – 27 Stockerston Crescent	Refused
APP/0084 – 17 Stockerston Road (side extension)	Gone to appeal
APP/0198 – 14 High Street West (Barclays)	Approved
APP/0211 – 24 The Quadrant	Approved
APP/0221 – 14, High Street West	Approved
APP/0028 – 38 North Street West	Approved
APP/0138 – 4 Rutland Close	Approved
APP/0185 – 58 High Street East (tree)	Approved
APP/0184 – 1, Richil Court (tree)	Approved
APP/0964 – 15 Leicester Road	Withdrawn

Received by members

6. **NEIGHBOURHOOD PLAN:** A letter had been received from Rutland County Council relating to the Frontrunner Grant. Rutland County Council has agreed to transfer £10,000 to Uppingham Town Council to defray part of the costs to support the neighbourhood planning process. Proposed by Dave Ainslie, seconded by Ian Salt, to recommend to the Neighbourhood Task group, to question why Rutland County Council are holding back more than they need of the front runner grant. Unanimously agreed.
7. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

APP/0213 – Retrospective permission for permanent use of land and buildings to form part of Rutland Farm for sale, service and manufacture of new and secondhand machinery and spares. Rutland Tractors, Seaton Road, Uppingham, LE15 9HH. Mr. Steven Woods: Proposed by Robin Schlich, seconded by Ian Salt, to recommend this planning application for refusal and this is a change of use to manufacturing and the area was not designated as industrial. 6 in favour, 1 against.

APP/0306 – Internal works to create disabled access ramp and disabled toilet and provide a new doorway to existing toilets. Mr. Robert Wills, The Falcon Hotel, 7 High Street East, Uppingham, LE15 9PY: Proposed by Dave Ainslie, seconded by Ian Salt, to recommend this planning application for approval subject to the satisfaction of the conservations officer. Unanimously agreed.

APP/0285 – Erection of two storey dwellinghouse and integral garage. Creation of new vehicular access. Mr. Barries Hemstead, 9 Spring Back Way, Uppingham, LE15 9TT:

Proposed by Robin Schlich, seconded by Peter Rees, to recommend this planning application for refusal on the grounds that the building is in appropriate on such a narrow strip of land and is over development. 5 in favour, 2 abstentions.

APP/0303 – Change of use of grade 11 listed building from offices into two residential apartments including various internal alterations. Everards Brewery Ltd. 21a High Street East, Uppingham, LE15 9PY: Proposed by Ian Salt, seconded by Alan Pickersgill, to recommend this planning application for approval subject to the satisfaction of the conservation officer. 6 in favour, 1 abstention.

APP/0360 - Change of use of grade 11 listed building from offices into two residential apartments including various internal alterations. Everards Brewery Ltd. 21a High Street East, Uppingham, LE15 9PY: Proposed by Ian Salt, seconded by Alan Pickersgill, to recommend this planning application for approval subject to the satisfaction of the conservation officer. 6 in favour, 1 abstention.

APP/0368 – Erection of a Motor Control Centre kiosk at the existing Sewage Treatment Works at Uppingham. Anglian Water Services. Sewage Treatment Works, Seaton Road Uppingham: Proposed by Richard Reeve, seconded by Dave Ainslie, that this planning application be recommended for approval. 6 in favour, 1 abstention.

Meeting closed at 8.15 p.m.

1. **PRESENT:** Richard Reeve (Chair), David Casewell, Alan Pickersgill, Robin Schlich.
2. **APOLOGIES FOR ABSENCE:** Dave Ainslie, Christine Edwards, Peter Rees Anne Rollins & Ian Salt. Accepted by members
3. **DECLARATION OF MEMBERS' INTERESTS:**

David Casewell. Alan Pickersgill, Richard Reeve & Robin Schlich declared a personal interest in planning application APP/0336 as the applicant is an Uppingham Town Councillor.

4. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 30TH MAY 2012:** Proposed by Alan Pickersgill, seconded by Robin Schlich, that the report be accepted. Unanimously agreed.
5. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

APP/ 0226 & 0227 – 17 High Street East Refusal

APEALS:

APP/0369 – 6 Rees Close – non-determination

APP/0084 – 17 Stockerston Road

Cllr Ron Simpson joined the meeting as a member of the public

6. **NEIGHBOURHOOD PLAN:** The developers' day Saturday 30th June was discussed. As Uppingham Town Council were now the accountable body the clerk requested, that at the next Neighbourhood Plan Task group meeting the accountability process be defined.
7. Proposed by Richard Reeve, seconded by David Casewell to adjourn the meeting to allow Ron Simpson to speak. 3 in favour, 1 abstention. 3.10 p.m. meeting adjourned.

Meeting resumed at 3.25 p.m.

8. **TO CONSIDER A LETTER RECEIVED RELATING TO THE CAR WASH BUSINESS IN STATION ROAD:** Proposed by Richard Reeve, seconded by David Casewell, to invite Uppingham's County Councillors to consider how to move this forward. The clerk to respond to the correspondent. Unanimously agreed.
9. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

APP/0339 – Construction of a single storey rear (east) extension to dwellinghouse. 17 The Quadrant, Uppingham, LE15 9QP. Spire Homes: Proposed by Richard Reeve, seconded by Robin Schlich, that providing there are no objections from the neighbours, to recommend this planning application for approval. Unanimously agreed.

APP/0336 – Single storey rear extension to (north) elevation of dwellinghouse. 42 Ash Close, Uppingham, LE15 9PJ. Mr. Peter Rees: Proposed by Richard Reeve, seconded by Alan Pickersgill, that providing there are no objections from number 41 Ash Close, to recommend this planning application for approval. Unanimously agreed.

Meeting closed at 3.35 p.m.

1. PRESENT: Richard Reeve (Chair), Dave Ainslie, David Casewell, Alan Christine Edwards Alan Pickersgill, Peter Rees & Robin Schlich

2. APOLOGIES FOR ABSENCE: Anne Rollins & Ian Salt. Accepted by Members.

3. DECLARATION OF MEMBERS' INTERESTS:

Non – pecuniary interest: Richard Reeve, planning application 0642 as the trees are on communal land near his house.

4. TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY 26TH JUNE 2012: Proposed by Richard Reeve, seconded by Alan Pickersgill, that the Report be accepted. Unanimously agreed.

5. TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:

APP/ 0306 – The Falcon Hotel, 7 High Street East

Approved

6. NEIGHBOURHOOD PLAN:

£10,000 has been transferred from Rutland County Council to Uppingham Town Council, £10,000 before expenses being held by Rutland County Council.

The Department of Communities and Local Government (DCLG) will be visiting Uppingham on Wednesday 1st August 2012.

A first draft of the plan is being prepared.

A boundary map needs to be submitted to Rutland County Council.

7. TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:

APP/0462 – Fell 3 No. Poplar Trees. Trees adjacent to Willow Close, Uppingham. Mr. Simon Taylor: Proposed by Dave Ainslie, seconded by Christine Edwards, that this planning application be recommended for refusal for the following reasons:

- No reason to fell the trees, trimming would suffice
- A report from Rutland County Council's arboreal specialist be obtained
- Consult with local residents

6 in favour, 1 abstention.

APP/0451 – Installation of Skylight to North side of pitched roof. 11a High Street East, Uppingham. LE15 9PY. Mr. John Wilkinson: Proposed by Richard Reeve, seconded by Christine Edwards, that this planning application is for work on a listed building, the decision be made by the conservation officer. Unanimously agreed.

Meeting closed at 7.50. p.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 19th September 2012

1. **PRESENT:** Richard Reeve (Chair), Dave Ainslie, Christine Edwards, Alan Pickersgill & Robin Schlich
2. **APOLOGIES FOR ABSENCE:** David Casewell, Peter Rees, Anne Rollin & Ian Salt. Accepted by Members.
3. **DECLARATION OF MEMBERS' INTERESTS:** None
4. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON THURSDAY 9TH AUGUST 2012:** Proposed by Christine Edwards, seconded by Alan Pickersgill, that the report be accepted. Unanimously agreed.

5. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

APP/ 0366 – Victoria Building, High Street West	Approved
APP/0480 – The Falcon Hotel,	Approved
APP/0503 – 4, Leamington Terrace, tree	Approved
APP/0336 – 42 Ash Close	Approved
APP/0012 – Land rear of Willow Close, tree	Approved
APP/0735 – Science Building, Stockerston Road	Approved
APP/0451 – 11A High Street East	Approved
APP/0368 – Sewage Works, Seaton Road	Approved
APP/0520 – 5, Ayston Road, trees	Approved
APP/0339 – 17 The Quadrant	Approved

Received by members.

6. **NEIGHBOURHOOD PLAN – HOUSING ALLOCATION POLICY & TENANCY STRATEGY CONSULTATION.** www.rutland.gov.uk/lettings: Proposed by Dave Ainslie, seconded by Alan Pickersgill, that Robin Schlich studies the document and reports back to council. Unanimously agreed.
Proposed by Richard Reeve, seconded by Christine Edwards, that with the addition of Council's website details and a minor amendment the letterhead for the Neighbourhood Plan Task Group be approved. Unanimously agreed.

7. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

APP/0603 (LBA) – Conversion of 2 No. bedsits into 1 No. two bedroom apartment and refurbishment and internal alterations to all apartments. 13 High Street East, Uppingham, LE15 9PY. Age UK. Proposed by Dave Ainslie, seconded by Christine Edwards, that this planning application be recommended for approval. Unanimously agreed.

APP/0622 – Replacement of public telephone kiosk with kiosk combining public telephone service and ATM service. Telephone Kiosk, London Road, Uppingham. BT Payphones: Proposed by Dave Ainslie, seconded by Richard Reeve, that this planning application be recommended for approval. Unanimously agreed.

Meeting closed at 7.50 p.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Tuesday 23rd October 2012

- 1. PRESENT:** Richard Reeve (Chair), Dave Ainslie, David Casewell & Peter Ind.

As apologies had been received within the statutory period, to ensure a quorum, Peter Ind was invited to join the meeting.

- 2. APOLOGIES FOR ABSENCE:** Christine Edwards, Alan Pickersgill, Peter Rees, Ian Salt & Robin Schlich. Accepted by Members.

- 3. DECLARATION OF MEMBERS' INTERESTS:**

David Casewell declared a pecuniary interest in planning application 0656, as he is a part time employee of Uppingham School.

Having declared a pecuniary interest this member took no part in the final decision of the declared item.

- 4. TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 19TH SEPTEMBER 2012:** Proposed by Dave Ainslie, seconded by David Casewell. that the Report be accepted. Unanimously agreed.

- 5. TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

APP/ 0823 – Car Park, North Street East	Approved
APP/0493 – 24 Stockerston Crescent	Approved
APP/0603 – 13 High Street East	Approved
APP/0285 – 9 Spring Back Way	Refused
APP/0167 – 25 Stockerston Crescent	Appeal allowed
APP/0166 – 27 Stockerston Crescent	Appeal allowed
APP/0189 – 6 Rees Close	Appeal allowed

Received by members.

- 6. NEIGHBOURHOOD PLAN UPDATE:**

The next meeting is scheduled for Tuesday 6th November 2012 the main topic of discussion will concern the businesses in the Town.

There had been a visit from DCLG

- 7. TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

APP/0656 – Upgrading of external landscaping and visual amenity to front of West bank Boarding House including the provision of 2 No. disabled parking spaces. Housemasters Flat, West Bank, 1 Stockerston Road, Uppingham, LE15 9UF. Mr. David Hearsam: Proposed by Dave Ainslie, seconded by Peter Ind, that this planning application be recommended for refusal on the following grounds:

Concern was raised about the amount of space for vehicles entering and exiting.

The area being degraded with the loss of the flowerbeds by putting in parking bays. There was not enough detail in the plans. Unanimously agreed.

APP/0594 – Crown reduction of 1 No. Cherry Tree. Roselawns 63 High Street East, Uppingham, LE15 9PY. Mr. David Bays: Proposed by Richard Reeve, seconded by David Casewell, that this planning application be recommended for approval. Unanimously agreed.

APP/0681 – Conservatory to rear (south-east) elevation. 3, Elizabeth Way, Uppingham, LE15 9PQ. Mr. Hebditch: Proposed by David Casewell, seconded by Richard Reeve, that this planning application be recommended for approval. Unanimously agreed.

APP/0654 – Fell 1 No. Spruce tree to ground level. 12 Leicester Road, Uppingham, LE15 9SD. Mr. Marshall. Proposed by Richard Reeve, seconded by David Casewell, that this planning application be recommended for approval. Unanimously agreed.

Meeting closed at 3.50 p.m.

1. **PRESENT:** Richard Reeve (Chair), Dave Ainslie, David Casewell, Christine Edwards, Peter Ind & Robin Schlich.
2. **APOLOGIES FOR ABSENCE:** Alan Pickersgill. Accepted by Members.
3. **DECLARATION OF MEMBERS' INTERESTS:**

David Casewell declared a pecuniary interest in planning applications 0697, 0804 & 0696, as he is a part-time employee of Uppingham School.

Having declared a pecuniary interest this member took no part in the final decision of the declared item.

Dave Ainslie declared a pecuniary interest in planning applications 0697, 804 & 696, as he received payment for refereeing a match for Uppingham School.

4. **TO RECEIVE REQUESTS FOR DISPENSATION:** Dave Ainslie put forward an application for dispensation relating to planning applications from Uppingham School as he had received £30 to referee a match. The clerk granted dispensation for this meeting.
5. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 23RD OCTOBER 2012:** Proposed by Christine Edwards, seconded by Dave Ainslie, that the report be approved. Unanimously agreed.
6. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:** Proposed by Christine Edwards, seconded by Dave Ainslie, that the notifications of decisions be received. Unanimously agreed.
7. **NEIGHBOURHOOD PLAN:** During the meeting held on Tuesday 20th November discussions included preliminary results on Tod's Piece. Notes of the meeting will be circulated to members.
8. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

APP/0776 – Erection of a Garden Shed in rear garden. 6 Rees Close, Uppingham, LE15 9ST. Mr. Andrew Blackford: Proposed by Robin Schlich, seconded by David Casewell, to recommend this planning application for approval, subject to there being no objections from the neighbours. Unanimously agreed

APP/778 – Construction of a single storey rear (south-west) extension to the dwellinghouse. 2, Belgrave Road, Uppingham, LE15 9RT. Mr. & Mrs. Tom Saunders: Proposed by David Casewell, seconded by Christine Edwards, to recommend this planning application for approval, subject to there being no objections from the neighbours. Unanimously agreed.

APP/0789 – Construct new WC within the existing ground floor hallway. 6 Leamington Terrace, Uppingham, LE15 9TH. Mr. & Mrs. Watts: Proposed by Robin Schlich, seconded by David Casewell, to recommend this planning application for approval subject to no objections from the conservation officer. Unanimously agreed.

APP/0697 – Fell 1 No. mature Tilia, 1 No. Ilex, 1 No. Taxus. New House, North Street West, Uppingham, LE15 9SG. Uppingham School: Proposed by Richard Reeve, seconded by Robin Schlich, to recommend this planning application for refusal as these trees were in place when the

house was built and there would seem no reason to fell them. It was suggested that the crown be raised on the Tilia. Unanimously agreed.

APP/0804 – Crown raise 1 No. Lime tree to 5m and. Crown raise 1 No. Lime tree.
Windmill House, 22 Stockerston Road, Uppingham, LE15 9UD. Uppingham School:

Proposed by Richard Reeve, seconded by Christine Edwards, to recommend this planning application for refusal as tree A has already been crowned, and tree B needs only the branches overhanging the driveway to be trimmed back. Unanimously agreed.

APP/696 – Fell 1 No. Ash tree, reduce height of 2 No. Holly trees. Reduce crown of 1 No. Lime tree and crown raise 1 No. Chestnut tree. The Thring Flat, the Manor House 10 High Street West, Uppingham, LE15 9QD. Uppingham School: Proposed by, Richard Reeve, seconded by Robin Schlich, to recommend this planning application for approval. Unanimously agreed.

APP/0739 – Fell 1 No. Poplar Tree and 2 No. Cypress trees. 34 North Street West, Uppingham, LE15 9SG. Norman Tomson: Proposed by Dave Ainslie, seconded by Robin Schlich, to recommend this planning application for approval. 5 in favour, 1 abstention.

Meeting closed at 3.50 p.m.

1. **PRESENT:** Richard Reeve (Chair), Dave Ainslie, Christine Edwards, Peter Ind, Peter Rees, Anne Rollins, Robin Schlich & Ian Salt
2. **APOLOGIES FOR ABSENCE:** Alan Pickersgill, accepted by Members.
3. **DECLARATION OF MEMBERS' INTERESTS:** None
4. **TO RECEIVE ANY REQUESTS FOR DISPENSATION:** None
5. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON THURSDAY 22ND NOVEMBER 2012:** Proposed by Peter Rees, seconded by Robin Schlich, that the report be accepted. 6 in favour, 2 abstentions.
6. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:** The following decisions were received by members:

APP/0696 – Trees, The Thring Flat, 10 High Street West	Approved
APP/0789 – 6, Leamington Terrace	Approved
APP/0697 – Tree, New House, North Street West	Withdrawn.
7. **NEIGHBOURHOOD PLAN:** A meeting will take place directly after this meeting.
8. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

Robin Schlich declared a non-pecuniary interest in planning application 0843 being a personal friend of the applicant.

APP/0843 – Crown lift 1 No. Magnolia Tree by 2.5m and height of 1.5m. 4 Stockerston Road, Uppingham, LE15 9UD. Mr. & Mrs. Lloyd: Proposed by Richard Reeve, seconded by Christine Edwards, that this planning application be recommended for approval. 7 in favour, 1 abstention.

APP/0824 – Lawful Development Certificate for construction of a single storey extension to the west elevation providing additional bedroom and dressing room space. 1, Rutland Close, Uppingham, LE15 9RF. Mr. A. Costello: Proposed by Robin Schlich, seconded by Christine Edwards, that this planning application be recommended for approval subject to no objections from the neighbours. 7 in favour, 1 abstention.

APP/0868 – Construction of a single storey extension to rear (north) elevation of dwellinghouse. 50 Leicester Road, Uppingham, LE15 9SD. Mrs. B. Park: Proposed by Dave Ainslie, seconded by Peter Rees, that this planning application be recommended for approval. Unanimously agreed.

APP/0844 – Construction of two storey side extensions to both the north and south elevations of dwelling house. Porch extension to the front (west) elevation. 28 Ayston Road, Uppingham, LE15 9RL. Mr. Tom MacCarthy: Proposed by Richard Reeve, seconded by Christine Edwards, that this planning application be recommended for approval. Unanimously agreed.

APP/0838 – Remove glazed window/frame from ground floor window opening and install aluminium louver to existing opening. Telephone Exchange 18 Stockerston Road, Uppingham, LE15 9UD. British Telecom: Proposed by Richard Reeve, seconded by Dave Ainslie, that this planning application be recommended for approval. Unanimously agreed.
Meeting closed at 7.05 p.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 23rd January 2013

1. **PRESENT:** Richard Reeve (Chair), David Casewell, Alan Pickersgill, Anne Rollins & Robin Schlich.
2. **APOLOGIES FOR ABSENCE:** Dave Ainslie, Christine Edwards & Peter Ind. Accepted by Members.
3. **DECLARATION OF MEMBERS' INTERESTS:** None
4. **TO RECEIVE REQUESTS FOR DISPENSATION:** None
5. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY 18TH DECEMBER 2012:** Proposed by David Casewell, seconded by Anne Rollins, that the report be approved. Unanimously agreed.
6. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:** Received by members:

APP/0893 – 3 & 4 Thorpe's Terrace	Approved
APP/0838 – Telephone exchange	Approved
APP/0843 – 4 Stockerston Road, Tree	Approved

7. **NEIGHBOURHOOD PLAN:** Notes of the meeting held on Tuesday 22nd January 2013 will be circulated to members.

Robin Schlich joined the meeting

8. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

APP/0956 – Reduce Height of 1 No. Ash Tree by approximately 2m. Reduce height of 1 No. Holly Tree by approximately 3m. Twin Stem of 1 No. Alder, reduce lower branches of 1No. Ivy by approximately 4m. Reduce height of 1 No. Alder by approximately 4.5m. Fell 1 No. Spruce. Lift lower branches of 1 No. Spruce to 3.5m. Coppice 1 No. Holly Tree to 1.0m stump. Reduce lateral branches of 1 No. Holly Tree by 1.5m. Mr. & Mrs. Scholey, 11, Springback Way, Uppingham, LE15 9TT.

Proposed by David Casewell, seconded by Robin Schlich, to recommend the following:

T1 Ash – approve
T2 Holly – approve
T3 Alder – lift lower branches to 3.0 metres
T4 Alder – raise crown, lift deadwood, don't reduce height
T5 Spruce – approve
T6 Spruce – approve
T7 Spruce – raise crown 2.0 metres, no drop in height
T8 Spruce – raise crown 3.0 metres
T9 Ash – approve
T10 Holly – approve
T11 Holly – approve

Unanimously agreed

APP/0916 – Construction of 2 No. disabled access rooms from existing bedrooms. Mr. Robert Wills, The Falcon Hotel, 7, High Street East, Uppingham, LE15 9PY. Proposed by Peter Rees, seconded by David Casewell, to leave to the recommendations of the conservation officer. Unanimously agreed.

APP/0931 – Construction of single storey rear extension to the east elevation of the dwellinghouse. 5, Rutland Close, Uppingham, LE15 9RF. Mrs. J. Meadows: Proposed by Peter Rees, seconded by David Casewell, that subject to no objections from the neighbours to recommend this planning application for approval. Unanimously agreed.

Meeting closed at 7.35 p.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 20th February 2013

1. **PRESENT:** Richard Reeve (Chair), Dave Ainslie, David Casewell, Christine Edwards & Robin Schlich.
2. **APOLOGIES FOR ABSENCE:** Peter Ind, Peter Rees, Anne Rollins & Ian Salt. Accepted by Members.
3. **DECLARATION OF MEMBERS' INTERESTS:** None
4. **TO RECEIVE REQUESTS FOR DISPENSATION:**

Requests for dispensation had been received by the Clerk on Friday 15th February to cover any discussion or decision made for the Neighbourhood Plan in respect of Uppingham School from David Casewell & Dave Ainslie. As Dave Ainslie is not on the payroll of Uppingham School and David Casewell is employed on a zero contract dispensation was given for the length of the Neighbourhood Plan preparation or the next local election whichever is the sooner.

5. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 23RD JANUARY 2013:** Proposed by Christine Edwards, seconded by Dave Ainslie, that the report be accepted. Unanimously agreed.
6. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

APP/0868 – 50 Leicester Road	Approved
APP/0824 – 1, Rutland Close	Approved
APP/0952 – Agriculture House (Doctors)	Approved
APP/0916 – The Falcon Hotel	Approved
APP/0931 – 5, Rutland Close	Approved

9, Spring Back Way - Appeal under section 78

Proposed by Christine Edwards, seconded by David Casewell, that the notifications be received. Unanimously agree.

7. **NEIGHBOURHOOD PLAN:** David Casewell advised members that a letter had been received from Uppingham School. Edwards Baines, chair of the Neighbourhood Plan was in the process of having discussions with the School. A meeting of the Neighbourhood Plan Task Group was held on 19th February 2013 a report of which will be distributed later.
8. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

APP/0088 – Construction of extension to porch at the front of the dwellinghouse. Conversion and re-roofing of existing garage. 59 Stockerston Crescent, Uppingham, LE15 9UA. Mrs. Janet Scott: Proposed by David Casewell, seconded by Christine Edwards, that this planning application be recommend for approval subject to any objections from the neighbours. Unanimously agreed.

APP/0087 – Construction of a conservatory at the rear (east) elevation of the dwellinghouse following demolition of existing single storey extension. 22 Wheatley Avenue, Uppingham, LE15 9SN. Mr. Hitchin: Proposed by Christine Edwards, seconded by David Casewell, that this planning application be recommended for approval. Unanimously agreed. Meeting closed at 7.58 p.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 19th June 2013

1. **PRESENT:** Richard Reeve (Chair), Dave Ainslie, David Casewell, Christine Edwards, Peter Ind, Alan Pickersgill, Peter Rees, Ian Salt & Robin Schlich.
2. **APOLOGIES FOR ABSENCE:** None
3. **DECLARATION OF MEMBERS' INTERESTS AND REQUESTS FOR DISPENSATION:** None
4. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 20TH FEBRUARY 2013:** Proposed by David Casewell, seconded by Peter Ind, that the report be accepted. Unanimously agreed.
5. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

APP/0130 – 84 Leicester Road	Approved
APP/0824 – 2, Campden Close	Approved
APP/0051 – The Falcon Hotel	Approved
APP/0633 – 10 North Street West	Approved
APP/0088 – 59 Stockerston Road	Approved
APP/0087 – 22 Wheatley Avenue	Approved
APP/0206 – 33 Ash Close	Approved
APP/0169 – 3, Shields Close	Approved
APP/0844 – 28 Ayston Road	Approved
APP/0201 – 27 High Street East	Approved
0248 – Dslam Cabinet, Ayston Road	Approved
APP/0804 – Windmill House, 22, Stockerston Rd, trees	Approved
APP/0129 – Roselawns, 63 High Street East, trees	Approved
APP/0147 – 28 High Street West, tree	Refused

Received by members.

6. **NEIGHBOURHOOD PLAN:** David Casewell advised members, that the draft Neighbourhood Plan document was currently being distributed to every house and business in Uppingham and Ayston.
7. To consider the following applications for planning permission received by the date of the meeting:

0407 – Installation of PCP equipment cabinet. Pcp Telephone Cabinet Oppo, Stockerston Road, Uppingham. Openreach: Proposed by Richard Reeve, seconded by Ian Salt, to recommend approval. Unanimously agreed.

0450 – Construction of building to form no. residential flats. 6 Tod's Terrace, Uppingham, LE15 9SL. Mr. James Kettle: Proposed by Ian Salt, seconded by Dave Ainslie, to recommend approval with conditions. 4 in favour, 3 against, 2 abstentions.

0452 – First floor extension to rear (west) elevation. 6 Tod's Terrace, Uppingham, LE15 9SL. Mr. James Kettle: Proposed by Ian Salt, seconded by David Casewell, that subject to careful consideration of objections from the neighbours, to recommend this planning application for approval. 5 in favour, 1 against, 3 abstentions.

Proposed by David Casewell, seconded by Dave Ainslie, that that following conditions should apply to planning applications 0450 & 0452, that all contractors vehicles should not cross or be parked on Tod's Piece, that access for building purposes be from Firth Park. Should it be absolutely necessary for a construction vehicle to cross Tod's Piece, permission should be sought from the Clerk. Any

developer's contribution relating to planning application 0450 should go towards parking enhancement in Uppingham. Unanimously agreed.

0389 – Construction of conservatory to front (west) elevation of dwellinghouse. Autumnal House, 12 Newtown Crescent, Uppingham, LE15 9TP. Mrs. Patricia Buxton:
Proposed by Peter Rees, seconded by Christine Edwards, to recommend this planning application for refusal as it is not in keeping with the street scene and an encroachment of light. Unanimously agreed

0397 – Development of new netball/tennis court with fencing and floodlighting and associated access pathways. Uppingham Community College, London Road, Uppingham, LE15 9TJ. Mr. Stephen Berridge: Proposed by Ian Salt, seconded by Peter Rees, to recommend this planning application for approval with the proviso that the impact of light pollution will be kept to a minimum. Unanimously agreed.

0439 – Fell 1 No. Ash tree. 13, Leicester Road, Uppingham, LE15 9SB. Mrs. Pam Harris:
Proposed by David Casewell, seconded by Peter Ind, that as this tree is a fine specimen in healthy condition: to recommend this planning application for refusal. 8 in favour, 1 abstention.

Meeting closed at 8.35 p.m.

1. **PRESENT:** David Casewell (Chair), Dave Ainslie, Alan Pickersgill & Robin Schlich.
2. **APOLOGIES FOR ABSENCE:** Christine Edwards, Peter Ind, Peter Rees, Richard Reeve & Ian Salt. Proposed by Dave Ainslie, seconded by David Casewell, that these apologies be accepted. Unanimously agreed.
3. **DECLARATION OF MEMBERS INTERESTS AND REQUESTS FOR DISPENSATION:**
None
4. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 19TH JUNE 2013:** Proposed by David Casewell, seconded by Robin Schlich, that the report be accepted. Unanimously agreed.
5. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

0452 – 6, Tod's Terrace	Approved
0105 – The Falcon Hotel	Approved
0510 – 22 Hawthorn Drive	Approved
0271 – Rear of Unit 1 Station Road	Approved
0375 – 12 Stockerston Road	Approved

0389 – 12, Newtown Road	Refused
Appeal Land to East of 9 Spring Back Way	Refused

Proposed by Robin Schlich, seconded by Alan Pickersgill, with reference to the approval of planning application 0271, that due to the access to Station Road, concerns were raised should there be a major incident. A request to be sent to the planning department of Rutland County Council for an officer to attend a council meeting to discuss this application. Unanimously agreed.

Members agreed to discuss agenda item 7 prior to agenda item 6.

6. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

0443 – Installation of shop sign above front window. 1, High Street East, Uppingham, LE15 9PY. Mr. Paul Watts: Proposed by David Casewell, seconded by Dave Ainslie, to recommend that the historic sign already in place be preserved underneath the new sign. Unanimously agreed.

0574 – Crown reduce 1 No. Walnut Tree. Fell 1 No. Eucalyptus Tree. Crown thin and crown reduce 1 No. Cherry Plum Tree. The New Rectory, London Road, Uppingham, LE15 9TJ. Carter Jonas. Proposed by Dave Ainslie, seconded by Alan Pickersgill. the following recommendations:

Walnut Tree, to take advice from a tree surgeon in order to reduce pruning to a minimum.

Eucalyptus Tree, recommend for approval
Cherry Plum Tree, recommend for approval

Unanimously agreed.

0586 – Crown reduce 1 No. Willow Tree to 8 metres high and Crown reduce 1 No. Willow Tree to crown break. Uppingham School, Bursar's House, 7, Spring Back Way, Uppingham, LE15 9TT. Mr Robert Fisher: Proposed by Dave Ainslie, seconded by Alan Pickersgill, to recommend this planning application for approval. Unanimously agreed.

- 7. NEIGHBOURHOOD PLAN:** Questions were raised about the degree of protection afforded by the Neighbourhood Plan.

Meeting closed at 4.40.p.m.

1. **PRESENT:** Richard Reeve (Chair), Dave Ainslie, Christine Edwards, Peter Ind & Robin Schlich.
2. **APOLOGIES FOR ABSENCE:** David Casewell & Alan Pickersgill.
Accepted by members.

3. DECLARATION OF MEMBERS' INTERESTS AND REQUESTS FOR DISPENSATION:

Dave Ainslie & Christine Edwards declared a non-pecuniary interest in planning application 0629 as the applicant is a member of a committee which both Dave Ainslie and Christine Edwards are members.

Robin Schlich declared a non-pecuniary interest in planning applications 0642 and 0643 as the applicant could be someone well known to him.

4. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON THURSDAY 25TH JULY 2013:** Proposed by, Richard Reeve, seconded by Dave Ainslie, that the report be accepted. 4 in favour, 1 abstention.

5. TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:

0443 – 1, High Street East	Approved
0586 – 7, Spring Back Way (tree)	Approved
0574 – The New Rectory	Approved
0469 – 12, High Street East	Approved

Received by members.

6. NEIGHBOURHOOD PLAN:

The second draft of the Neighbourhood Plan will be agreed on 27th August 2013. If the document is produced in time, it will be presented to council for approval at the meeting of 4th September 2013; alternatively an extra-ordinary meeting will be convened for 18th September 2013.

7. To consider the following applications for planning permission received by the date of the meeting:

0660 – Repair to oak beam, Sarah Harding Interiors Ltd, 6 Market Place, Uppingham, Rutland, LE15 9QH. Mr. Robert Wills: Proposed by Dave Ainslie, seconded by Christine Edwards, that this planning application be recommended for approval under the guidance of the conservation officer. Unanimously agreed.

0642 – Refurbishment of garden building. . 6 Leamington Terrace, Uppingham, LE15 9TH. Mr. & Mrs. Ian Watts: Proposed by Dave Ainslie, seconded by Christine Edwards, that this planning application be recommended for approval under the guidance of the conservation officer and subject to no objections from the neighbours. 4 in favour, 1 abstention

0643 – Construction of a retaining wall across the garden, repair and renovate garden steps. 6 Leamington Terrace, Uppingham, LE15 9TH. Mr. & Mrs. Ian Watts: Proposed by Dave Ainslie, seconded by Christine Edwards, that this planning application be recommended for approval subject to there being no objections from the neighbours. 4 in favour, 1 abstention.

0644 – Construction of first floor extension and porch to rear (north) elevation of dwellinghouse. 59 High Street East, Uppingham, LE15 9PY. Mr. Philip Doves: Proposed by Richard Reeve, seconded

by Dave Ainslie, that this planning application be recommended for approval subject to there being no objections from the neighbours. Unanimously agreed.

0629 – Construction of a single storey extension to the rear (south) elevation of the dwellinghouse following demolition of existing conservatory. 5, Rees Close, Uppingham, LE15 9ST. Mr. & Mrs. Stephen Rozak: Proposed by Richard Reeve, seconded by Robin Schlich, that this planning application be recommended for approval subject to there being no objections from the neighbours. Unanimously agreed.

0665 – Remove small branch growth over drive of No. 7 The Beeches, crown reduce 1.5m over garage and crown reduce by 1m over pedestrian path of 1 no. Lime Tree. Crown reduce over garage to provide at least 2m clearance of 1 No. Holm Oak Tree. Footpath between A, Hawthorn Drive, Uppingham. Simon Court, Rutland County Council: Proposed by Dave Ainslie, seconded by Richard Reeve, that this planning application be recommended for approval. Unanimously agreed.

Meeting closed at 7.18 p.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Thursday 26th September 2013

- 1. PRESENT:** Richard Reeve (Chair), Dave Ainslie, David Casewell & Robin Schlich.
- 2. APOLOGIES FOR ABSENCE:** Christine Edwards, Alan Pickersgill, Peter Ind, Peter Rees & Ian Salt. Accepted by members.
- 3. DECLARATION OF MEMBERS' INTERESTS AND REQUESTS FOR DISPENSATION:**
None
- 4 TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 21ST AUGUST 2013:** Proposed by Richard Reeve, seconded by Dave Ainslie, that the report be accepted. Unanimously agreed.
- 5. TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS.**

0599 – Roselawns, 63 High Street East	Approved
0626 – Courtyard House. 46 High Street East	Approved
0660 –Sarah Harding, 6, Market Place	Approved
0643 – 6, Leamington Terrace	Approved
0642 – 6, Leamington Terrace	Approved
0620 – 3, Leamington Terrace	Approved
0178 – 15, Leicester Road	Approved
0644 – 59 High Street East	Approved
0709 – Welland Nurseries Glaston Road	Approved
Received by members	

- 6. NEIGHBOURHOOD PLAN:** A meeting was taking place today with David Troy and Brett Culpin to go through the plan before presentation to council.
- 7. TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

0744 – Installation of webcam under the eaves to the front (north) elevation of The Vaults. Vaults Inns Ltd. The Vaults, 4 Market Place, Uppingham, LE15 9QH. Uppingham First: Proposed by Robin Schlich, seconded by David Casewell, that in view of the issue of privacy and placement on a listed building, to leave this planning application to the advice of Rutland County Councils legal department and the conservation officer Unanimously agreed.

0644 – Construction of first floor extension and porch to rear (north) elevation of dwellinghouse. 59 High Street East, Uppingham, LE15 9PY: Already approved.

0526 – Retrospective planning application for the erection of estate fence. 4, Thorpes Terrace, Uppingham, LE15 9SJ. Mr. Edmund Hockley: Proposed by Richard Reeve seconded by David Casewell, to recommend this planning application for approval. Unanimously agreed.

0778 – Construction of new maths teaching block with reconfiguration of adjacent footpaths and auxiliary parking area and repositioning of refuse/recycling compound. Uppingham Community College, London Road, LE5 9TJ. Mr. Stephen Berridge: Proposed by David Casewell, seconded by Dave Ainslie, to recommend this planning application for approval. Unanimously agreed.

Meeting closed at 4.20 p.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 16th October 2013

1. **PRESENT:** Richard Reeve (Chair), Dave Ainslie, David Casewell, Peter Ind Alan Pickersgill & Robin Schlich.
2. **APOLOGIES FOR ABSENCE:** Peter Rees & Ian Salt. Accepted by members.
3. **DECLARATION OF MEMBERS' INTERESTS AND REQUESTS FOR DISPENSATION:** None
4. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON THURSDAY 26TH SEPTEMBER 2013:** Proposed by David Casewell, seconded by Dave Ainslie, that the report be accepted. Unanimously agreed.
5. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS:**

0526 – 4, Thorpes Terrace

Approved

0613 – The Falcon Hotel

Approved

0655 – Orchard Close and Hawthorn Drive (trees)

Approved

Received by members.

6. **Neighbourhood Plan:** A meeting is arranged by the Neighbourhood Plan Task group for Monday 21st October 2013, 7.30 p.m. in the Council Chamber. All members of Uppingham Town Council are invited. The purpose of which is to go through the Neighbourhood Plan, page by page. A printed copy will be distributed to members prior to that date. The N.P. will then go forward for formal approval at the full council meeting on Wednesday 6th November 2013.
7. To consider the following applications for planning permission received by the date of the meeting:

0819 – Erection of detached garage. The Mead House, 84 Leicester Road, Uppingham, LE15 9SD. Mr John Leivers: Proposed by Dave Ainslie, seconded by David Casewell, to recommend this planning application for approval. Unanimously agreed.

Meeting closed at 10.06 a.m.

REPORT of the Planning Committee of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 20th November 2013

1. **PRESENT:** David Casewell (as both the Chair and Deputy Chair were not present, David Casewell presided over the meeting) Christine Edwards, Julie Lewis & Peter Ind.
2. **APOLOGIES FOR ABSENCE:** Dave Ainslie, Richard Reeve, Peter Rees, Ian Salt and Robin Schlich. Accepted by members.
3. **DECLARATION OF MEMBERS' INTERESTS AND REQUESTS FOR DISPENSATION:** None
4. **TO CONFIRM THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 16TH OCTOBER 2013:** Proposed by David Casewell, seconded by Peter Ind, that the Report be accepted. Unanimously agreed.
5. **TO RECEIVE NOTIFICATIONS OF DECISIONS OF PREVIOUS PLANNING APPLICATIONS.**
00778 – Uppingham Community College Approved
6. **NEIGHBOURHOOD PLAN:** 90% of the second draft consultation document had been delivered.
7. **TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION RECEIVED BY THE DATE OF THE MEETING:**

0972/CAT- Fell 1 No. Sycamore Tree. Fives Cottage, 3 Orange Street, Uppingham, LE15 9SQ. Mr. J. Buxton: Proposed by David Casewell, seconded by Christine Edwards, that this planning application be recommended for approval. Unanimously agreed.

0892 – Crown reduce 1 No. walnut by 2-3 metres. Reduce height of Leylandii row by 50%. Crown raise 2 No. Lime to 5 metres. Thring Centre, Uppingham School, 10 High Street West, Uppingham LE15 9QD. Mr. Rob Fisher: Proposed by Christine Edwards, seconded by Peter Ind, that as the two Limes have already been crowned to recommend refusal. To recommend approval to reduce Leylandii and Walnut trees. Unanimously agreed.

0888/CAT – Reduce height of 1 No. Lime by a third, Raise crowns of 5 No. trees to 5.2 metres. Uppingham School, Samworths, Stockerston Road, Uppingham, LE15 9UD. Mr. Rob Fisher. Proposed by Julie Lewis, seconded by Peter Ind, that this planning application be recommended for approval. Unanimously agreed.

0889/CAT – Various amendments to 19 No. trees. Uppingham School, Meadhurst, 11 Ayston Road, Uppingham, LE15 9RP. Mr. Rob Fisher: Proposed by David Casewell, seconded by Christine Edwards, that this planning application be recommended for approval. Unanimously agreed.

0891/CAT – Keyhole 1 No. Ash and remove branch of 1 Poplar. . Uppingham School, Constables, 21, Leicester Road, Uppingham, LE15 9SE. Mr. Rob Fisher: Proposed by Christine Edwards, seconded by Peter Ind, that this planning application be recommended for approval. Unanimously agreed.

0890/CAT – Fell 1 No. holly tree. Uppingham School, Chestnuts, 30 Leicester Road, Uppingham, LE15 9SD. Mr. Rob Fisher: Proposed by David Casewell, seconded by Peter Ind Edwards, that this planning application be recommended for approval. Unanimously agreed.

Meeting closed at 3.45 p.m.

Town Council Minutes

(N Plan references highlighted in red)

MINUTES of the Meeting of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 1st February 2012.

265/11 CHAIRMAN'S OPENING REMARKS: The Chairman reminded members to stand to speak. The chairman reminded members about the Neighbourhood Plan workshop on Saturday in the Town Hall.

266//11 PRESENT: Cllr's Peter Rees, (Chair) David Casewell, Dave Ainslie, Christine Edwards, Sam Findlay, Richard Reeve, Anne Rollins, Ian Salt, &, Ron Simpson.

County Councillor Marc Oxley

267/11 APOLOGIES FOR ABSENCE: Lindsay Cooper, Julie Lewis, Robin Schlich & Michael Wellen. Accepted by members

268/11 DECLARATION OF MEMBERS' INTERESTS:

David Casewell, planning applications APP 0964 & APP 0022, personal interest as casual employee of Uppingham School.

269/11 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 11th JANUARY 2012: Proposed by Richard Reeve, seconded by Sam Findlay, that with a correction to 254/11 substituting the Town Council for the Task Group the minutes be accepted. Unanimously agreed

270/11 CLERK'S REPORT:

Quality Council

Uppingham Town Council has retained its Quality Council Status being the only council in Rutland to be accredited. This status will last for four years.

The criteria for acceptance were much higher this time and involved a lot more work. Thanks go to David Casewell who proof read the whole of the submission and suggested some changes, also Rosie McConachie and Jake Atkinson LRALC, gave invaluable advice.

Jake Atkinson will attend prior to the full council meeting in March to present the certificate.

The clerk was congratulated and thanked for her hard work in preparing the submission for accreditation.

Grant for the Classic Car Event

As the contribution was subject to legality (minute 257/11) advice was requested from the LRALC who advised that all documents be sent to NALC. These have been sent and council should have a result by the next meeting of either the Finance & General Purposes Committee or Full council.

Olympic Torch

The Clerk had attended a meeting at Rutland County Council to discuss the Olympic torch coming to Uppingham on 3rd July 2012. Another meeting will take place towards the end of March. Rutland County Council would like to know of any arrangements being made to welcome the torch to Uppingham.

Spire Homes

Rachel Buswell would like to speak with council about the development of Samuel Court and two garage sites on Branston Road.

They hope to be able to meet with Rutland County Council at the end of this month to discuss proposals for the redevelopment of the 3 sites. The situation has changed slightly since they attended the meeting last year in that it is very likely that they will not be able to get any HCA (Home and communities Agency) funding for this scheme which is why they have not been able to progress this site sooner. They are currently working on ways in which to deliver a site to meet the needs of those with a local connection for Uppingham while at the same time also provide some outright sale accommodation to help finance the scheme without the aid of grant funding.

Clerk's Annual Leave

I still have 12 days of annual leave left for this year. According to my contract I can take five days forward so it is my intention to take the following days annual leave:
Thursday 9th February, Tuesday 14th February, Friday 9th March, Tuesday 13th to Friday 16th March, Tuesday 27th March.

Documents tabled for relevant committee members

Risk Management for councils

Neighbourhood Planning Guidance (a copy has been ordered for all members)

271/11 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

Christine Edwards had received a letter from County Councillor Carolyn Cartwright relating to the Oakham Hopper Bus and suggesting that a mini bus travelling around Uppingham on a Fridays may be an option. Christine Edwards requested an agenda item for the next full council meeting.

Cllr Marc Oxley spoke on the subject of the Hopper Bus and said he had been campaigning for many years about this, also to bring the connect call bus to Uppingham.

Ron Simpson said he had secured support for the broadband mast from Leicestershire County Council.

272/11 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

Parish Forum, 16th January 2012

David Casewell gave a summary of the Parish Forum Meeting held on 16th January and requested an agenda item to consider Rutland Community Spirit. (Notes emailed to members)

Uppingham Town Partnership

David Casewell presented an update e:

- Continues to meet working towards rapprochement with U1
- Minutes circulated to UTC members
- Now a Company limited by Guarantee

- Minor (two way) hiccup re communication with RCC re funding for events 2012/13. Appropriate event descriptions now being prepared
- For 2012 these are: Brocante Market 15 April; Town Feast 17 June; Fruit & Flower Show 5 August; and Christmas Late Night Shopping 6 December.

273/11 **THE NEIGHBOURHOOD PLAN:**

The following is an updating summary provided David Casewell:

The task group continues to meet and the next meeting is planned for 22 February. Councillors are encouraged to attend and take part/help. Councillors' views are just as important. Most of the current feedback from the Town does not concern Neighbourhood Plan issues.

- **Interesting issues emerging re Neighbourhood Plan**
 - Time frame keeps slipping: the current end date is now June BUT
 - Neighbourhood Plan is a precursor to Development Orders
 - Neighbourhood Plan: Significant impact on RCC planning decisions
 - Development Order: Can facilitate development without recourse to RCC plans providing development fits within parameters of Development Order, produced **post** NP.
 - Task group will need to decide upon whether they consider DOs to be an aim. If so then will be a council responsibility. This will have a budgetary implication for task group/council
 - Budget for discussion at next meeting
 - Appointment of external assessor to be discussed at next meeting
 - NP may have to have a "Sustainability Appraisal" (SA) running parallel to the development of a NP. This ensures that alternative strategies to those being proposed have been considered. Phil Wignall (UTP) developing expertise in this aspect
 - One key question of the SA is "do we need a NP?"
 - CPRE/NALC guide to NP suggests dev of NP may take between 1 and 2 years

274/11 **TO CONSIDER CAR PARKING SUBSIDY CHARGES 2012 AND THE FUTURE OF CAR PARKS:**

Agreement with Roger Begy following various meetings with Robin Schlich, Dave Ainslie and David Casewell

1) UTC will subsidise off road parking in Uppingham from March 2012 as follows:

1hr parking 20p per usage giving a rate of 20p

2hr parking 10p per usage giving a rate of £1.00

2) **This will be for a minimum of 9 months**, with an option to extend to 12. Discussions to begin at 6 months to review this extension

The subsidy will be capped, to prevent UTC paying for greater than predicted usage

3) Maximum cost based upon 9 Months

- 1 hr £5610
 - 2hr £790
- Total £6400**

4) Maximum cost based upon 12 Months

- 1 hr £7480

- 2 hr £1054
- Total £8534**

5) all the above to be agreed in the context of UTC/RCC meetings commencing March 12 regarding longer term arrangements for off road parking in Uppingham

6) RB (RCC) agreed that UTC would pay the original £4500 as subsidy up to the end of February 2012 .

Proposed by David Casewell, seconded by Dave Ainslie, that Uppingham Town Council agrees to a capped subsidy of off road 1hr and 2 hr parking to the extent of 20p for 1hr and 10p for 2hr. This subsidy to amount to a maximum of £6400 for a nine-month period, with an option to extend this to 12 months with a £8534 maximum.

To reflect the following charges: 20p for 1 hr, £1 for 2 hrs and £1.50 for 3 hrs. 8 in favour, 1 against. Ian Salt requested his vote against to be recorded. Rutland County Council will now formally discuss this.

275/11 TO CONSIDER SAFETY PROBLEMS WITH ROAD GRITTING AND GENERAL ACCESS ON HIGH STREET EAST:

Attached to these minutes is a report presented by Dave Ainslie.

Proposed by Dave Ainslie, seconded by Richard Reeve, that a recommendation be sent to Rutland County Council, to relocate two parking bays as indicated in the report and consider that the cut-through be made one way. 8 in favour, 1 against.

276/11 TO CONSIDER GRANTING PERMISSION FOR THE ANNUAL TOWN FAIR USE OF THE MARKET PLACE FROM SUNDAY 4TH MARCH UNTIL SUNDAY 11TH MARCH 2012: Proposed by Christine Edwards, seconded by Richard Reeve, that permission be granted to Holland Amusements for use of the Market Place for the Annual Town Fair. Unanimously agreed

277/11 TO CONSIDER THE HERITAGE TRAIL:

Heritage Trail report to Council prepared by David Casewell:

- Working Group continues to meet: UTC/UTP/ULHSG
- Project Action Plan and Budget Bid in preparation
- Target March Bid
- Financial implications: a successful bid will have a 10% hold back for evaluation. Council may be asked for “loan “ to cover this
- Bid would be strengthened by UTC offer of Financial Support (in return for acknowledgement). Suggested figure £0.5k -£1k. This would be good PR for the council. In order to appear on the bid would like an “in principle” offer of financial support

An agenda item was requested to discuss council’s financial support.

278/11 TO SELECT THE COMMITTEE TO HEAR THE FOLLOWING COMPLAINT;

“THAT THE ALLOCATION OF A PITCH TO A DIRECT COMPETITOR TO PROMOTE HIS BUSINESS BY THE METHOD OF BROCHURE DISTRIBUTION IS CONTRARY TO THE PURPOSE AND DEFINITION OF A MARKET”.

A discussion ensued at to whether the complaint be considered by committee or full council. Proposed by Richard Reeve, seconded by David Casewell, that a committee consider the

complaint. 4 in favour, 4 against, 1 abstention. The chair had the casting vote and went against the proposition. Therefore the complaint will be considered by full council.

279/11 TO CONSIDER COUNCILLOR TRAINING AND STATEMENT OF INTENT:

A copy of the training statement of intent had been circulated to members and will be considered during the next full council meeting.

280/11 TO CONSIDER USE OF THE TOWN HALL FOR A SATURDAY FARMERS

MARKET; Proposed by Richard Reeve, seconded by Sam Findlay, to allow in principle open discussion with the Uppingham Town Partnership and Uppingham First for the use of the Town Hall for a fee, for a Saturday Farmers Market. 6 in favour, 1 against, 2 abstentions.

281/11 THE FORWARD WORKING PARTY:

The following Report prepared by David Casewell:

- Council were reminded that this is an “open” council group
- Next meeting planned for Wed 08 Feb
- Suggest that Diamond Jubilee 03 June event on Tod’s Piece should be principal item.
- My apologies for this meeting (and indeed 03 June)
- Would suggest that FPWG agree to invite town organisations to send reps to an urgent **further** meeting of FPWG to coordinate and develop plans
- Other agenda items could include
 - Olympic Torch
 - Localism meeting with RCC in March

282/11 TO CONSIDER PREPARATIONS FOR THE DIAMOND JUBILEE CELEBRATION ON SUNDAY 3RD JUNE 2012:

Proposed by Dave Ainslie, seconded by Ron Simpson, to ask if the Uppingham Town Partnership consider taking on the organisation of the Diamond Jubilee celebrations. 5 in favour, 4 against.

283/11 TO CONSIDER COUNCIL’S INVESTMENTS:

Proposed by Dave Ainslie, seconded by Christine Edwards, that council invest £40,000 in a fixed rate deposit account with the National Westminster Bank for a period of 12 months. Unanimously agreed.

Ron Simpson left the meeting.

284/11 APPLICATIONS FOR PLANNING PERMISSION:

APP/0964 – Change of use from police station (sui generis) to residential dwellinghouse (Class C3), with various external alterations including enlargement of windows on rear (southwest) elevation. 15 Leicester Road, Uppingham, LE15 9SB. Uppingham School: Proposed by Richard Reeve, seconded by Ian Salt, that this planning application be recommended for approval. 8 in favour, 1 abstention.

APP/0950 – Construction of attached garage to side (north) elevation of dwelling following demolition of existing garage. 27 Stockerston Crescent, Uppingham, LE15 9UA Mr. E. Dean: Proposed by Richard Reeve, seconded by Christine Edwards, that providing there are no objections from the neighbour, this planning application be recommended for approval. Unanimously agreed

APP/0951 – Construction of attached garage and workshop to side (south) elevation of dwelling following demolition of existing garage. 25 Stockerston Crescent, Uppingham, LE15 9UA. Mr. Brian Lowe: Proposed by Richard Reeve, seconded by Christine Edwards, that providing there are no objections from the neighbour, this planning application be recommended for approval.

Unanimously agreed

APP/0942 – Construction of first floor rear (north) extension to dwellinghouse. 48 Leicester Road, Uppingham, LE15 9SD. Blackstones Building Contracts: Proposed by Richard Reeve, seconded by Ian Salt, that providing there are no objections from the neighbour, this planning application be recommended for approval. Unanimously agreed

APP/0012 – Remove deadwood from 3 No. Sycamores, and reduce height of 1 No. Sycamore to approx. 18m. Land to rear of Willow Close, Uppingham. Mr. James Shachell: Proposed by Richard Reeve, seconded by Ian Salt, that this planning application be recommended for approval. Unanimously agreed

APP – Remove 1 No. Ilex Aquifolium (Holly) and 1 No. Taxus Baccata (Yew). West Bank, 1, Stockerston Road, Uppingham, LE15 9UD. Mr. Robert Fisher. Proposed by Richard Reeve, seconded by Sam Findlay, that the Council could see not reason why this planning application should not be recommended for approval providing that confirmation is sought by Rutland County Council by contacting Professor Jones whose property is affected by this application. Unanimously agreed

285/11 ACCOUNTS FOR PAYMENT:

Cheque		Description	Code	Amount
No.	Payee			
D/D	Rutland County Council	Bus. Rates	Town Hall	166.00*
D/D	Rutland County Council	Cem. Rates	Leics Rd Cem.	16.00*
D/D	Rutland County Council	Cem. Rates	London Rd Cem	21.00*
D/D	Rutland County Council	Market Place Rates	Market Place	123.00*
D/D	Rutland County Council	Market Store	Market Place	8.00*
104648	Cory Environmental	Grounds Maint.	Open Spaces	823.80*
104649	National Clamps	Tod's Piece	Open Spaces	36.00*
104650	E-ON	Supply	Public Lighting	109.88*
104651	Rotary Club	Grant	Tourism & Pub.	499.07
104652	Cash	Petty Cash	Petty Cash	100.00
104653	G& B Office services	Stationary	Gen Admin	1.82
104654	Ricoh	Photocopier	Gen Admin	129.21
104655	Shaw & Son	Inter. Receipt	Burials	23.82
104656	Bourne Electrical	Christmas Lights	Misc	1224.78

* Paid between meetings

Proposed by Christine Edwards, seconded by Peter Rees, that these payments be accepted. Unanimously agreed

286/11 CORRESPONDENCE:

Rutland Link – meeting Thursday 16th February 2012
Uppingham Bowls Club – thank you letter
Rutland County Council – Rutland Local Development Framework –
Supplementary Document: Developer Contributions to Off-Site Affordable
Housing. www.rutland.gov.uk/Idf/affordablehousing-spd

Meeting closed at 9.10 p. m.

317/11/11 CHAIRMAN'S OPENING REMARKS:

318//11 PRESENT: Cllr's Peter Rees, (Chair), Lindsay Cooper, Christine Edwards, Sam Findlay, Julie Lewis, Richard Reeve, Robin Schlich, Anne Rollins, Ian Salt, &, Michael Wellen.

319/11 APOLOGIES FOR ABSENCE

320/11 DECLARATION OF MEMBERS' INTERESTS:

Having declared a prejudicial interest these members left the room during the discussion and decision of the declared item.

321/11 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 7TH MARCH 2012:

322/11 TO CONFIRM THE MINUTES OF THE EXTRA-ORDINARY MEETING HELD ON WEDNESDAY 21ST MARCH 2012:

323/11 TO APPROVE THE RECOMMENDATION MADE AT THE STAFFING COMMITTEE MEETING HELD ON WEDNESDAY 21ST MARCH 2012:

324/11 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 21ST MARCH 2012:

325/11 CLERK'S REPORT:

326/11 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

327/11 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

328//11 THE NEIGHBOURHOOD PLAN THE FOLLOWING RECOMMENDATIONS FROM THE PLANNING COMMITTEE:

- a. To invite an officer from Rutland County Council to discuss the Neighbourhood Plan with members.**
- b. To endorse the move by Uppingham Town Partnership to work with Oakham Town Partnership in order to progress a bid for Portas funding for both Oakham and Uppingham. To recommend to full council, that Uppingham offers support to such a joint effort.**
- c. To invite the developers proposing a plan for Uppingham Gate to give a presentation to members.**

329/11 TO CONSIDER THE APPLICATION(S) FOR CO-OPTION ONTO UPPINGHAM TOWN COUNCIL

330/11 TO CONSIDER THE INSTALLATION OF THE LIFT AND RENOVATION OF THE MEN'S TOILETS

- a. To agree and sign the contract with Entrust**
- b. To approve the contractor as advised by council's project manager**

331/11 TO CONSIDER ARRANGEMENTS FOR WELCOMING THE OLYMPIC TORCH TO UPPINGHAM

332/11 TO CONSIDER THE FUNDING OF THE HOPPER BUS SERVICE IN OAKHAM/BUS SERVICES IN UPPINGHAM

333/11 TO CONSIDER THE RUTLAND COUNTY COUNCIL CONSULTATION – HOUSING STRATEGY 2012- 2017 AND HOMELESSNESS STRATEGY 2012 – 2017 (COPY DOCUMENTS PREVIOUSLY DISTRIBUTED TO MEMBERS)

334/11 TO CONSIDER PLACING A SEAT ON THE SEATON ROAD:

335/11 PAY PARKING UPDATE:

334/11 TO CONSIDER THE FOLLOWING APPLICATIONS FOR FUNDING:

Limes, Firs and Spurs Residents Association grant towards the Big Lunch to celebrate the Queen's Diamond Jubilee (copy application enclosed)

Youth Drop-in centre in the Scouts Hut, grant towards continuing the project (copy application enclosed)

Any other applications received by the date of the meeting.

335/11 TO CONSIDER THE COST FOR PUTTING UP AND TAKING DOWN OF THE BUNTING:

336/11 TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION:

APP/0166 – Revision of application APP/2011/0950 for construction of attached garage to side (north) elevation of dwellinghouse following demolition of existing garage. 27 Stockerston Crescent, Uppingham, LE15 9UA. Mr. Eric Dean.

APP/0167 - Revision of application APP/2011/0950 for construction of attached garage to side (north) elevation of dwellinghouse following demolition of existing garage. 25 Stockerston Crescent, Uppingham, LE15 9UA. Mr. Brian Lowe.

APP/0178 – Change of use of police station (sui generis) to residential staff accommodation for Uppingham School, with various external alterations including enlargement of windows on rear (southwest) elevations. 15 Leicester Road, Uppingham, LE15 9SB. Uppingham **School**

337/11 TO CONSIDER ACCOUNTS FOR PAYMENT:

338/11 CORRESPONDENCE:

Voluntary Action Rutland (copy enclosed)
Rotary Club of Uppingham (copy enclosed)

MINUTES of the Meeting of Uppingham Town Council held at the Town Hall, Uppingham, on Wednesday 2nd May 2012.

350/11 CHAIRMAN'S OPENING REMARKS: The chairman formally welcomed Alan Pickersgill as a member as a co-opted member of Uppingham Town Council. The chairman read a letter

from Michael Wellen tendering his resignation. Members will officially receive this at the next meeting.

- 351/11 PRESENT:** Cllr's Peter Rees, (Chair), David Ainslie, David Casewell, Lindsay Cooper, Sam Findlay, Julie Lewis, Alan Pickersgill, Richard Reeve, Robin Schlich, Anne Rollins, Ian Salt, Ron Simpson & Cornelius Vincent-Enright.

Four members of the public & County Councillor Jamie Lammie.

- 352/11 APOLOGIES FOR ABSENCE:** Christine Edwards. Accepted by members

- 353/11 DECLARATION OF MEMBERS' INTERESTS:** None

- 354/11 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 4TH APRIL 2012:** Proposed by Dave Ainslie seconded by Sam Findlay, that the minutes be accepted. Unanimously agreed.

- 355/11 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 18TH APRIL 2012:** Proposed by Richard Reeve seconded by Ian Salt, that the report be received. 12 in favour, 1 abstention.

- 356/11 TO RECEIVE THE MINUTES OF THE ANNUAL TOWN MEETING HELD ON WEDNESDAY 18TH APRIL 2012:** Proposed by Julie Lewis seconded by Richard Reeve, that the minutes be received. Unanimously agreed.

- 357/11 CLERK'S REPORT:**

Refurbishment of the toilets in the Market Place

Work will commence shortly and should be completed by the Queen's Diamond Jubilee weekend.

Annual General Meeting

As the clerk is on annual leave from Friday 4th May until Tuesday 15th May the agenda and papers for the A.G.M ON 16th May are tabled for members as the clerk is on holiday from Friday the 4th May until Tuesday 15th May 2012.

Spire Homes

Following the Annual Town Meeting, Spire Homes has altered its plans and it is hoped they will present them on the development day.

Olympic Torch arrival Tuesday 3rd July 2012.

David Casewell, Julie Lewis, Ron Simpson & the Clerk met on Thursday 26th April.

Action Plan: Julie Lewis, price cost of balloons

David Casewell, to source music in the Market Place

Ron Simpson, businesses, decorating shops etc.

The Clerk, contact the schools & W.I. teas.

The Uppingham Vets would like to join the working group to discuss putting on a dog Olympics. *Agreed.*

358/11 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

Mr. Lawrence Fenelon requested that council meet with Uppingham School to ask if it is possible to move the proposed new Science Block back further. *This is an agenda item for discussion during this meeting.*

County Councillor Jamie Lammie (Uppingham Town Partnership) declared his support for action against the closure of the HSBC Bank.

359/11 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

David Casewell reported: that the Rutland Access Group had met; and that Uppingham Town Partnership had put out a press release about the closure of the HSBC Bank. This press release had been copied to members. Items discussed at the Parish Forum included allotments and mobile CCTV.

360/11. NEIGHBOURHOOD PLAN: UPPINGHAM TOWN COUNCIL BECOMING THE ACCOUNTABLE BODY: Proposed by Dave Ainslie, seconded by Richard Reeve, that Uppingham Town Council become the accountable body and that the Neighbourhood Task Group continues in its present form with County Cllr Edward Baines as chairman. 12 in favour, 1 abstention.

361/11 A RESPONSE TO A LETTER RECEIVED FROM AN UPPINGHAM RESIDENT RELATING TO THE PROPOSED UPPINGHAM SCHOOL NEW SCIENCE BUILDING: Proposed by David Casewell, seconded by Dave Ainslie, that a small delegation meet with Uppingham School to seek by negotiation to move back the proposed new science block to ameliorate the impact. 12 in favour, 1 abstention. Proposed by Peter Rees, seconded by Cornelius Vincent-Enright, that members of the delegation be: Lawrence Fenelon, Geoff Carter (local residents), David Casewell & Dave Ainslie. 12 in favour, 1 abstention.

362/11 NOMINATING A COUNCILLOR OR TWO TO HELP OVERSEE THE INSTALLATION OF THE LIFT AND OTHER WORKS: Proposed by Richard Reeve, seconded by Sam Findlay, that David Casewell and Alan Pickersgill help oversee the work. Unanimously agreed.

363/11 THE FUNDING OF THE HOPPER BUS SERVICE IN OAKHAM/BUS SERVICES IN UPPINGHAM: Proposed by Richard Reeve, seconded by Sam Findlay, that this item be deferred. Unanimously agreed. It was suggested the agenda item wording be changed; to consider the arrangements of, and funding for, the hopper bus service in Oakham and bus services in Uppingham.

364/11 APPLICATION FOR FUNDING: THE UPPINGHAM FEAST: Proposed by David Casewell, seconded by Ron Simpson, that a grant of £1,000 be awarded and that final accounts should be presented to council. 12 in favour, 1 abstention.

365/11 NHS LEICESTERSHIRE COUNTY AND RUTLAND PCT RE ALFA CHEMIST'S APPLICATION TO MOVE TO UPPINGHAM GATE: That, as the letter received was incomprehensible, proposed by Dave Ainslie, seconded by Richard Reeve to empower a working party to reply on council's behalf. Unanimously agreed. Proposed by Peter Rees, seconded by Dave Ainslie, that members of the working party be Julie Lewis, Alan Pickersgill, Ron Simpson & Cornelius Vincent-Enright. 12 in favour, 1 abstention.

366/11 FUNDING FOR THE YOUTH DROP – IN THE SCOUT HUT: Proposed by Ian Salt seconded by Julie Lewis, to defer this item to the next meeting. Unanimously agreed.

367/11 TO APPROVE BURIAL FEES 2012/2013: Proposed by Richard Reeve, seconded by Sam Findlay, that the burial fees be approved. Unanimously agreed.

368/11 THE IMPACT OF THE CLOSURE OF THE HSBC BANK: Proposed by Dave Ainslie, seconded by David Casewell, that a delegation to meet with the HSBC Regional Services Manager and area manager from Peterborough on Tuesday 15th May to explore options against closure. Unanimously agreed. Proposed by David Casewell, seconded by Sam Findlay, that four members be Dave Ainslie, Sam Findlay, Robert Wills (Uppingham First) and a member of the Uppingham Town Partnership. Unanimously agreed.

369/11 ANY ACTION TO REDUCE SPEEDING IN THE LEICESTER ROAD: Proposed by Ron Simpson, seconded by Cornelius Vincent-Enright, to make a request to Rutland County Council, Highways department to extend the 30 m.p.h. speed limit westward. 12 in favour, 1 against.

Ron Simpson declared a personal interest as he is welcoming quests from Caudebec to his home.

370/11 ARRANGEMENTS FOR WELCOMING THE CAUDEBEC TWINNING

ASSOCIATION: Arrangements were under way to have an English tea at Uppingham Cricket Club on Sunday 8th July. Proposed by Richard Reeve, seconded by Sam Findlay, that £1,000 be allocated to cover the tea, a gift and a tree. 9 in favour, 1 against, 3 abstentions.

Ron Simpson left the meeting 9.p.m.

371/11 TO CONSIDER ACCOUNTS FOR PAYMENT:

Cheque No.	Payee	Description	Code	Amount
D/D	RCC	Rates	Market Place	136.00*
D/D	RCC	Rates	Leics Rd Cem	17.00*
D/D	RCC	Rates	London Rd Cem	23.00*
D/D	RCC	Rates	Town Hall	173.00*
104686	Cory	Grounds Maint.	Open Spaces	839.13*
104687	E-ON	Supply	Public Lighting	116.11*
104688	G&B Office Servi.	Chairs	Town Hall	1,440.00*
104689	RCC	Salaries	Gen Admin	395.83*
104690	Tranter	Fire Maint	Town Hall	250.80*
104691	Woodberry	2 x seats	Open Spaces	1,059.60*
104692	Stanley & Son	Tree & Troughs	Town Hall	57.60*
104693	E-ON	Maintenance	Public Lighting	209.87*
104694	Cricket Club	Grant	Grant	2,500.00*
104695	Severn Trent	Water Rates	Cemetery	44.22*
104696	Cash	Petty Cash	Petty Cash	100.00*
104697	Johnston Press	Advert	Town Hall works	84.96
104698	LITE LTD	Stress test/bunting &	Christmas lights	3,750.00
104699	Ricoh	Photocopier	Gen Admin	133.35
104700	ESPO	Stationary	Gen Admin	61.38
104701	Bowls Club	Grant	Diamond Jubilee	50.00
104702	Rutland History Soc.	Subscription	Subscription	14.00
104703	Limes Firs & Spurs	Grant	Diamond Jubilee	250.00
104704	Upp. Town Football	Grant	Diamond Jubilee	250.00

- Paid between meetings.

Proposed by Richard Reeve, seconded by Julie Lewis, that these payments be accepted. Unanimously agreed.

372/11 CORRESPONDENCE:

LETTER RE UPPINGHAM BROCANTE RUTLAND LOCAL HISTORY SOCIETY – NEWSLETTER

A letter had been received from Freeway Travel advising members that they had a banking facility with the Melton Mowbray Building Society.

Meeting closed at 9.04 p.m.

MINUTES of the Meeting of Uppingham Town Council held at the Town Hall,
Uppingham, on Wednesday 2nd May 2012.

350/11 CHAIRMAN’S OPENING REMARKS: The chairman formally welcomed Alan Pickersgill as a member as a co-opted member of Uppingham Town Council. The chairman read a letter from Michael Wellen tendering his resignation. Members will officially receive this at the next meeting.

351/11 PRESENT: Cllr’s Peter Rees, (Chair), David Ainslie, David Casewell, Lindsay Cooper, Sam Findlay, Julie Lewis, Alan Pickersgill, Richard Reeve, Robin Schlich, Anne Rollins, Ian Salt, Ron Simpson & Cornelius Vincent-Enright.

Four members of the public & County Councillor Jamie Lammie.

352/11 APOLOGIES FOR ABSENCE: Christine Edwards. Accepted by members

353/11 DECLARATION OF MEMBERS’ INTERESTS: None

354/11 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 4TH APRIL 2012: Proposed by Dave Ainslie seconded by Sam Findlay, that the minutes be accepted. Unanimously agreed.

355/11 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 18TH APRIL 2012: Proposed by Richard Reeve seconded by Ian Salt, that the report be received. 12 in favour, 1 abstention.

356/11 TO RECEIVE THE MINUTES OF THE ANNUAL TOWN MEETING HELD ON WEDNESDAY 18TH APRIL 2012: Proposed by Julie Lewis seconded by Richard Reeve, that the minutes be received. Unanimously agreed.

357/11 CLERK’S REPORT:

Refurbishment of the toilets in the Market Place

Work will commence shortly and should be completed by the Queen’s Diamond Jubilee weekend.

Annual General Meeting

As the clerk is on annual leave from Friday 4th May until Tuesday 15th May the agenda and papers for the A.G.M ON 16th May are tabled for members as the clerk is on holiday from Friday the 4th May until Tuesday 15th May 2012.

Spire Homes

Following the Annual Town Meeting, Spire Homes has altered its plans and it is hoped they will present them on the development day.

Olympic Torch arrival Tuesday 3rd July 2012.

David Casewell, Julie Lewis, Ron Simpson & the Clerk met on Thursday 26th April.

Action Plan: Julie Lewis, price cost of balloons

David Casewell, to source music in the Market Place

Ron Simpson, businesses, decorating shops etc.

The Clerk, contact the schools & W.I. teas.

The Uppingham Vets would like to join the working group to discuss putting on a dog Olympics. *Agreed.*

358/11 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

Mr. Lawrence Fenelon requested that council meet with Uppingham School to ask if it is possible to move the proposed new Science Block back further. *This is an agenda item for discussion during this meeting.*

County Councillor Jamie Lammie (Uppingham Town Partnership) declared his support for action against the closure of the HSBC Bank.

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104698 LITE LTD	Stress test/bunting &	Christmas lights	3,750.00
104699 Ricoh	Photocopier	Gen Admin	133.35
104700 ESPO	Stationary	Gen Admin	61.38
104701 Bowls Club	Grant	Diamond Jubilee	50.00
104702 Rutland History Soc.	Subscription	Subscription	14.00
104703 Limes Firs & Spurs	Grant	Diamond Jubilee	250.00
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Proposed by Richard Reeve, seconded by Julie Lewis, that these payments be accepted.
Unanimously agreed.

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LETTER RE UPPINGHAM BROCANTE RUTLAND LOCAL HISTORY SOCIETY – NEWSLETTER

A letter had been received from Freeway Travel advising members that they had a banking facility with the Melton Mowbray Building Society.

Meeting closed at 9.04 p.m.

MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON WEDNESDAY 13TH JUNE 2012.

25/12 TO RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE –

ELECTED TOWN MAYOR: The incoming Mayor David Casewell signed the declaration of acceptance of office and thanked members for their confidence in him. With the support of the Deputy Mayor Dave Ainslie he will do his best for the council and town. David thanked the outgoing Mayor Peter Rees for his hard work, often behind the scene and hoped to follow in his footsteps by working with Rutland County Council and raising the profile of the Uppingham Town Council.

26/12 CHAIRMAN'S OPENING REMARKS: Proposed by David Casewell, seconded by

Richard Reeve, to suspend standing order (1.j) 'Standing to speak'. 10 in favour, 2 against.

The chairman reminded members to give apologies if they are unable to attend meetings.

27/12 ATTENDANCE REGISTER: Cllr's David Casewell (chair), Dave Ainslie, Lindsay Cooper, Christine Edwards, Sam Findlay, Julie Lewis, Alan Pickersgill, Peter Rees, Richard Reeve, Anne Rollins, Ian Salt & Robin Schlich.

Three members of the public, County Councillors Carolyn Cartwright and Lucy Stephenson.

28/12 APOLOGIES FOR ABSENCE: Cornelius Vincent-Enright. Proposed by Peter Rees, seconded by Christine Edwards, that this apology be accepted. Unanimously agreed.

29/12 DECLARATION OF MEMBERS INTERESTS:

David Casewell & Lindsay Cooper declared a prejudicial interest in agenda item 15 being employees of Uppingham School. Having declared a prejudicial interest, these members left the room during the discussion and decision of the declared item.

30/12 TO FORMALLY RECEIVE NOTIFICATION OF THE RESIGNATION OF

MICHAEL WELLEN: Proposed by Christine Edwards, seconded by Dave Ainslie, that the resignation be formally received. Unanimously agreed. Rutland County Council had published the vacancy notice; the deadline to call an election had passed. Proposed by Ian

Salt, seconded by Christine Edwards, that council move towards the co-option process.
Unanimously agreed.

31/12 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY

16TH MAY 2012: Proposed by Sam Findlay, seconded by Peter Rees, that the minutes be accepted. 11 in favour, 1 abstention.

32/12 TO APPROVE THE RECOMMENDATIONS OF THE STAFFING COMMITTEE

MEETING HELD ON WEDNESDAY 30TH MAY 2012: Proposed by Robin Schlich, seconded by Peter Rees, that item 5 of the Staffing Committee report be approved.
Unanimously agreed.

Proposed by Robin Schlich, seconded by Peter Rees, that item 6 of the Staffing Committee report be approved. 10 in favour. 2 abstentions.

Proposed by Robin Schlich, seconded by David Casewell, that item 7 of the Staffing Committee report be approved. Unanimously agreed.

33/12 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING

HELD ON WEDNESDAY 30TH MAY 2012: Proposed by Richard Reeve, seconded by Sam Findlay, that the report be received. 11 in favour, 1 abstention.

34/12 TO RECEIVE THE REPORT OF THE FINANCE AND GENERAL PURPOSES

COMMITTEE MEETING HELD ON WEDNESDAY 30TH MAY 2012: Proposed by Sam Findlay, seconded by Lindsay Cooper, that the report be received. 10 in favour, 1 against, 1 abstention.

35/12 CLERK'S REPORT:

Jubilee Celebrations

A report and pictures are on councils website.

Furnishing for the chamber

Two x wooden double door cupboards £558, shelves 6 x £10 = £60.

Four times wooden four drawer filing cabinets £778.

Legal Briefing, draft Code of Conduct

Draft NALC template code of conduct for parish councils tabled for members

NHS – Ashdale Pharmacy – explanation of letter

At present it states if you have a pharmacy/chemist within a certain distance of the Surgery, then they get first option - unless an interested party applies for a 100 hour pharmacy. This loophole is about to be tightened up and therefore they were just putting it in place to guard the interests of the chemists we already have in town.

36/12 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

Mr. Lawrence Fenelon circulated a plan of the proposed Uppingham School's new science building and requested that members write to the Trustees of Uppingham School expressing concerns over the southern aspect of the building.

Cllr Lucy Stephenson gave an update on the progress for establishing a Drop-in-centre in the Scouts Hut on Tod's Piece.

37/12 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

David Casewell attended a Rutland Access Group meeting in June the following is his report:

- A Boards are still an issue particularly in Oakham. Oakham Town Partnership taking this up.
- Whilst happy with the greater crossing time at Garage cross roads, they are unhappy that there are no "bleeps" to indicate when it is safe to cross
- **RAG urges access issues to be considered by the emerging Neighbourhood Plan**

- Access issues for proposed new surgery site. RAG members and volunteers will “audit” the route from the Market Square to the proposed surgery site to identify any possible access issues. Town councillors welcome to join this audit. Date to be announced
Delighted with news of lift at Town Hall. Still would like some notice as to where the disabled access is to the hall that is readily visible and readable from the pavement

David Casewell gave an update on the plans for the Feast Day on Sunday 17th June 2012.

Julie Lewis advised members that judging for Uppingham in Bloom was on Wednesday 4th July 2012. There will be a litter picking session on Sunday 1st July and members are invited to meet the judges at Uppingham Cricket Club ground around 4.p.m. on

Wednesday 4th July where light refreshments will be served.

Robin Schlich reported that Rutland County Council had found a solution to the parking problem and agreement had been reached for the 1 & 2 hour car park charges for a six month trial period subsidised by Uppingham Town Council which may extend to nine months. Friday parking in the long stay car park over 3 hours will be £3.30. A request for a formal statement on this will be requested from Rutland County Council.

Dave Ainslie gave an update on the relocation of the HSBC ATM and circulated pictures of stand alone ATM's. A suitable location will need to be found and passed by Rutland County Council's planning department and police. There will be a press release relating to this. *Agenda item for the next full council meeting.*

38/12 NEIGHBOURHOOD PLAN: There has been a positive response to the developer's day to be held in the Town Hall on Saturday 30th June 2012.

As the chairman had a prejudicial interest in the next item the deputy Mayor took the chair.

39/12 TO CONSIDER THE OUTCOME OF THE MEETING WITH UPPINGHAM

SCHOOL REGARDING THE PROPOSED NEW SCIENCE BLOCK: A small

delegation had met with Stephen Taylor, Bursar, Uppingham School, on Wednesday 30th May. Another meeting had been arranged for Tuesday 19th June with the Headmaster of Uppingham School.

Proposed by Richard Reeve, seconded by Christine Edwards, to suspend the meeting for a few minutes to allow a member of the public to speak. Unanimously agreed. 8.29 p.m.

Meeting resumed at 8.32 p.m.

Proposed by Dave Ainslie, seconded by Richard Reeve, that a letter addressed to the Trustees of Uppingham School outlining the council's and public concern over the proposed new science building be taken to the meeting with the head master. 11 in favour, 1 abstention.

40/12 TO CONSIDER THE ARRANGEMENTS OF AND FUNDING FOR, THE HOPPER

BUS SERVICE IN OAKHAM/BUS SERVICES IN UPPINGHAM: It was noted that the report in the local newspaper was incorrect as the main concern was that all community charge tax payers in Rutland pay towards the Oakham Hopper Bus.

Proposed by Dave Ainslie, seconded by Christine Edwards, that the clerk writes to parishes in Rutland for their opinion on paying towards the Oakham Hopper which serves only those people in Oakham. 11 in favour, 1 abstention.

41/12 TO CONSIDER GRANTING PERMISSION OF USE OF THE MARKET PLACE

FOR THE FATSTOCK SHOW WEDNESDAY 28TH NOVEMBER 2012: Proposed by Richard Reeve, seconded by Sam Findlay, to grant permission for the Fatstock Show in the Market Place. Unanimously agreed.

42/12 TO CONSIDER HELPING TO DEVELOP THE CHARACTER OF THE ROOM

IN RUTLAND COUNTY COLLEGE: Proposed by David Casewell, seconded by Dave Ainslie to pass this onto the Local History Society. 11 in favour, 1 abstention.

43/12 TO CONSIDER A RESPONSE (IF ANY) TO THE LETTER RECEIVED FROM

LEICESTERSHIRE POLICE FEDERATION: Members understood the depth of frustration of the police in the proposed changes. Proposed by Richard Reeve, seconded by Christine Edwards, that the letter be received. Unanimously agreed.

44/12 TO CONSIDER GIVING FREE USE OF THE TOWN HALL FOR THE CRAFT

FAYRE ON UPPINGHAM FEAST SUNDAY 17TH JUNE 2012: Proposed by Sam Findlay, seconded by Richard Reeve, to give free use of the hall for the craft fayre. 3 in favour, 9 against. A charge will be made.

Dave Ainslie declared a personal interest in the following item as he has a pension from one of the banks under discussion.

45/12 TO CONSIDER COUNCIL'S BANKING ARRANGEMENTS FOLLOWING

CONTACT WITH BARCLAYS BANK: Both Barclays and Nat West banks impose bank charges. Proposed by Dave Ainslie, seconded by Christine Edwards, that council take up the offer from Lloyds Bank who do not charge and have an arrangement with the post office to move all accounts from HSBC. Unanimously agreed.

46/12 TO CONSIDER ALLOCATING MONIES TO PAINT THE FLOOR IN THE

RENOVATED MARKET PLACE TOILETS: Proposed by Christine Edwards, seconded by Richard Reeve to defer this item to the next full council meeting. Unanimously agreed.

**47/12 FURTHER CONSIDERATION FOR COMMITTEE MEMBERS AND
EXTERNAL BODY REPRESENTATIVES:**

Cornelius Vincent-Enright nominated onto the Amenities Committee
Anne Rollins stood down from being a member of the Uppingham Town Partnership; if he agrees, Cornelius Vincent-Enright was nominated to replace Anne.

Richard Reeve stood down as council's representative on the Local Strategic Partnership.

Dave Ainslie was nominated as council's representative on the Local Strategic Partnership.

Proposed by David Casewell, seconded by Christine Edwards, that these further considerations be agreed. 11 in favour, 1 against.

48/12 TO CONSIDER ACCOUNTS FOR PAYMENT:

No.	Payee	Description	Code	Amount
D/D	RCC	Rates	Market Place	136.00*
D/D	RCC	Rates	Leics Rd Cem	17.00*
D/D	RCC	Rates	London Rd Cem	23.00*
D/D	RCC	Rates	Town Hall	173.00*
104705	Cathy Gaunt	Grant	Diamond Jubilee	100.00*
104706	Age Concern	Grant	Diamond Jubilee	250.00*
104707	Cory Environ.	Grounds Maint	Open Spaces	867.17*
104708	E-ON	Supply	Public Lighting	114.84*
104709	G & B Office	Stationary	Gen Admin	44.86*
104710	Orchard Builders	Police Station	Hall renovations	2,230.81*
104711	Severn Trent	Water Rates	Town Hall	286.30*
104712	U.T.P.	Grant	Feast Day	1,000.00*
104713	Peter Lloyd	Grant	Diamond Jubilee	100.00*
104714	Cash	Petty Cash	Petty Cash	100.00*
104715	Severn Trent	Water rates	Cemetery	13.90*
104716	RCC	Salaries	Gen Admin	3,267.62*
104717	Adrian Haigh	Grant	Diamond Jubilee	100.00*
104718	Debbie Williams	Grant	Diamond Jubilee	100.00*
104719	Beeches	Grant	Diamond Jubilee	200.00*
104720	SPOILT			
104721	E-ON	Maintenance	Public Lighting	209.87
104722	E-ON	Supply	Public Lighting	2.56
104723	G&B Office Services	Stationary	Gen. Admin	50.08
D/D	PWLB	Loan	Cemetery	3,089.49
104724	Flower & Prod	Grant	Grant Aid	1,000.00
104725	Upp. In Bloom	Grant	Grant Aid	1,500.00
104726	C.A.B.	Grant	Grant Aid	1,000.00
104727	W.P.S.	Insurance	Lift works	371.00
104728	Fields in Trust	Subscription	Misc	20.00
104729	Foxwise	Audit	Gen Admin	342.00

49/12 CORRESPONDENCE: Thank you letter from Uppingham Town Cricket Club

Copy letter re notice board on Lime tree Avenue

Rutland County Council Supplementary Planning Document Wind Turbine
Developments.

Rutland County Council – Parish Council Forum

MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON WEDNESDAY 3rd APRIL 2013.

001/13 CHAIRMAN'S OPENING REMARKS: The chairman welcomed members, and proposed to suspend standing order (1.j) 'Standing to speak', seconded by Richard Reeve. 12 in favour, 2 against.

002/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Lindsay Cooper, Christine Edwards, Sam Findlay, Alan Pickersgill, Peter Ind, Julie Lewis, Peter Rees, Richard Reeve, Ian Salt, Robin Schlich Ron Simpson & Cornelius Vincent-Enright.

003/13 TO RECEIVE THE RESIGNATION OF CLLR ANNE ROLLINS: Proposed by Christine Edwards, seconded by Peter Rees, that the resignation be received. Unanimously agreed. The Chairman expressed his thanks on behalf of council for Anne's commitment to the town. The clerk was unable to send a letter of thanks as no forwarding address for Ireland had been given.

004/13 APOLOGIES FOR ABSENCE: None

005/15 DECLARATION OF MEMBERS' INTERESTS:

David Casewell and Richard Reeve declared a pecuniary interest in planning applications APP/0203 & APP/0204 being a part time employees of a the applicant.

Having declared a pecuniary interest these members left the room during the discussion and decision of the declared item.

Lindsay Cooper declared a non-pecuniary interest in planning application APP/0844 as the applicant was a personal friend.

Peter Rees declared a non-pecuniary interest in planning application APP/0844 as the applicant was a close neighbour.

006/13 APPLICATIONS FOR DISPENSATION: None

007/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 6TH MARCH 2013: Proposed by David Casewell, seconded by Christine Edwards, that the minutes be accepted. 13 in favour, 1 abstention.

008/13 TO CONFIRM THE REPORT OF THE STAFFING COMMITTEE MEETING HELD ON WEDNESDAY 27TH MARCH 2013: Proposed by Sam Findlay, seconded by Christine Edwards, that the recommendations by the Staffing Committee be accepted. Unanimously agreed.

009/13 CLERK'S REPORT AND ACTIONS SINCE LAST MEETING:

Uppingham Car Parks

A reminder that the meeting with Rutland County Council is scheduled for 24th April 2013.

Twinning Association visit to Caudebec 2 Friday 7th June – Monday 10th June 2013. Uppingham Town Council may be asked for a contribution towards a gift. .

The General Power of Competence

At the next full council meeting, Uppingham Town Council will record that it has met the criteria to use the power.

Memorial Stones

Following receipt of three quotations for the work in the London Road cemetery, one verbal, two written, an agreement was made with Finnemore Stone Masons to carry out all the work for £2,100 plus VAT.

010/13 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK: No one present.

011/13 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

Notes on Locality workshop Saturday 16th March 2013

Report on Uppingham Town Partnership; minutes 27th March 2013 (copy tabled for members)

Dave Ainslie asked a question about the Town Partnership: “There was suggestion that there should be better communications between the Town Partnership and Uppingham First and it was proposed that the two organisations each put forward someone who loosely described as a liaison officer and was wondering if any progress had been made?” David Casewell was unable to answer. (Reference Uppingham Town Partnership’s minutes of 3rd January 2013 (xii) requesting that two representatives from Uppingham First and Uppingham Town Partnership arrange a meeting to discuss the best ways of communicating and co-operating) David Casewell will ask the question and follow it up at the next meeting.

012/13 NEIGHBOURHOOD PLAN: NOTES ON MEETING WITH TRUSTEES OF UPPINGHAM SCHOOL 15TH MARCH 2013

NOTES ON MEETING WITH PROPERTY OWNERS STATION ROAD, UPPINGHAM, 20TH MARCH 2013.

Notes of meeting of the Neighbourhood Task Group 28th March 2013 were tabled for members.

Ron Simpson briefed members on the work so far and hoped to have a draft Neighbourhood Plan for consideration by council at the full council meeting scheduled for the 1st May 2013. , Alternatively an extraordinary meeting will be convened on 8th May 2013. Council expressed their gratitude to Ron Simpson and the Neighbourhood Plan task group for their input into the preparation of the plan.

Proposed by Robin Schlich, seconded by Richard Reeve, to put on record, that Council endorses its previous recommendations in relation to site allocations and emphasises that these recommendations have remained unchanged throughout the consultation period. 11 in favour, 3 abstentions.

013/13 TO ENDORSE HERITAGE TRAIL CONTRACTS FOR WEB DESIGN AND STREET

FURNITURE: Proposed by David Casewell, seconded by Peter Rees, that this council notes the progress made in the development of the town Heritage Trail and endorses the working group’s movement to contract with the identified preferred suppliers for the Trail Web Site and Street Furniture. Unanimously agreed. 3

014/13 TO CONSIDER THE HEADS OF TERMS FOR THE MARKET PLACE AND SEEK APPROVAL TO INVITE RCC TO GENERATE A FORMAL AGREEMENT FOR OUR

CONSIDERATION: Proposed by Dave Ainslie, seconded by Richard Reeve, to invite Rutland County Council to generate a formal licence for consideration by the Localism group and to include the relevant portfolio holder in the discussions. The final agreement to be agreed by council. Unanimously agreed.

015/13 TO CONSIDER AND AGREE THE OWNERSHIP, INSTALLATION COSTS TO A MAXIMUM OF £600 AND ONWARD MAINTENANCE AND INSURANCE OF THE PROPOSED CAR CHARGING POINT IN MERCERS YARD:

Proposed by David Casewell, seconded by Dave Ainslie, This council approves the expenditure to a maximum of £600 for the installation that electric car charging point in Mercers Yard, and onward maintenance and insurance of such a point. A review to take place three years after the installation. 10 in favour, 3 against, 1 abstention.

016/13 TO CONSIDER AND APPROVE THE ACTIONS RECOMMENDED IN THE RISK ASSESSMENT DOCUMENT PREPARED BY W.P.S. MARCH 2013:

Many questions were raised about the report such as:

Document to be signed by Uppingham Town Council

Responsibility to lie with the Council not be discharged to the Clerk

Page 4 & 5 should be reversed in line with Health and Safety Organisation Chart

In manual handling there is no reference to work involving ladders.

Fire risk – develop a plan for evacuation of the disabled from the chamber

Lone Working for discussion at next Staffing Committee meeting.

Proposed by Richard Reeve, seconded by Sam Findlay, to defer this item to the next suitable meeting. Unanimously agreed.

017/13 TO CONSIDER THE FOLLOWING REQUESTS FROM THE UPPINGHAM TOWN PARTNERSHIP:

a. Free use of the Town hall for craft fayre 23rd June 2013: Proposed by Richard Reeve, seconded by Sam Findlay, to approve free use of the Town Hall for the Craft Fayre on Feast day. 9 in favour, 1 against, 4 abstentions.

b. Use of Tod's Piece for family fun day on 7th July 2013: Proposed by Julie Lewis, seconded by Richard Reeve, to approve the use of Tod's Piece with relevant restrictions. Unanimously agreed.

018/13 TO CONSIDER THE FOLLOWING FUNDING:

Uppingham Fete Flower and Produce Show 2013: Proposed by Julie Lewis, seconded by Richard Reeve, that the request for £1,000 grant be approved. 12 in favour, 2 abstentions.

Ron Simpson declared a pecuniary interest as he has a registered business, **The** Uppingham Town Partnership, which could be confused with Uppingham Town Partnership. Having declared a pecuniary interest this member left the room during the discussion of the following item. 4

Uppingham Town Partnership, Uppingham Feast: Proposed by Dave Ainslie, seconded by Cornelius Vincent-Enright, that Uppingham Town Council welcomes Uppingham Feast Day and invites Uppingham Town Partnership to re-apply for its funding in the correct format. 4 in favour, 7 against, 2 abstentions. Motion failed. Proposed by Richard Reeve, seconded by Sam Findlay, to approve the request for £1,000. 6 in favour, 1 against, 6 abstentions. Motion carried.

Christine Edwards requested an agenda item at a future meeting to discuss free use of the Town Hall.

019/13 TO CONSIDER AN INVITATION TO ALAN DUNCAN M.P. TO SPEAK WITH COUNCIL REGARDING LOCALISM AT A FUTURE DATE THIS YEAR TO BE CONFIRMED:

Proposed by David Casewell, seconded by Christine Edwards, that this council invites Alan Duncan MP to attend an appropriate meeting Autumn 2013 meeting of Uppingham Town Council to speak. Unanimously agreed.

020/13 THE RUTLAND CULTURE AND LEISURE STRATEGY CONSULTATION:

Proposed by Cornelius Vincent-Enright, seconded by Richard Reeve, that Ron Simpson and David Casewell prepare responses to the consultation document. Unanimously agreed.

Proposed by Richard Reeve, seconded by Dave Ainslie, to take agenda items 22 & 23 before agenda item 21. Unanimously agreed.

Proposed by Robin Schlich, seconded by Peter Rees, to extend the committee time to after 9.30. p.m. Unanimously agreed.

021/13 ACCOUNT FOR PAYMENT:

Cheque

No.	Payee	Description	Code	Amount
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000134	Cory	Environmental Grounds Maint.	Open Spaces	867.17
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000135	E-ON	Supply Public Lighting		107.13
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000136	E-ON	Maintenance Public Lighting		209.87
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000137	Dorman & Son	Pallings Open Spaces		59.66
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000138	Barker Signs	Sign Repair Market Place		111.60
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000139	Wicksteed Leisure	Inspection Play Equipment		54.00
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000140	Goodfellows	Final payment Lift, Town Hall		1,485.04
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000141	Severn Trent Water	Rates Cemetery		45.36
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000142	Amanet	Annual Fee Internet		619.20
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000143	RCC	Salaries Gen Admin		3,679.82
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	Ticket Subsidy	Car Parks		6,400.00
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000144	E-ON	Light Repairs Public Lighting		1,044.00
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100145	LRALC	Subscription Misc		487.16
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Proposed by Julie Lewis, seconded by Christine Edwards, that these payments be approved. Unanimously agreed.

022/13 CORRESPONDENCE

RCC Energy Efficiency & Green Deal Breakfast event for SMEs. Thursday 4th April 2013 7.30 – 10.00 Council Chamber, Catmose. 5

021/13 TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING

PERMISSION:

APP/0169 – Construction of a single storey rear extension. Hobbits Lodge, 3, Shields Yard, Uppingham, LE15 9ND. Mrs. Sarah Gracey; Proposed by Robin Schlich, seconded by

Richard Reeve, to recommend this planning application for approval subject to it being noted that this extension will take up most of the garden and that the house opposite will look onto a blank wall; and that RCC should consult with neighbours to make sure that their views are taken into consideration. 12 in favour, 2 abstentions.

APP/0844 – Construction of two storey extensions to both the north and south elevations of dwelling house.

Porch extension to the front (west) elevation. 28 Ayston Road, Uppingham, LE15 9RL. Mr. Tom MacCarthy; Proposed by Richard Reeve, seconded by Peter Ind, that there was not enough information on the extent of the development to make a decision. 11 in favour, 2 abstentions.

APP/0177 – Change of use of ground floor D1 (Non-residential institutions) to A2 Offices. 31 High Street East, Uppingham, LE15 9PY. Rutland Estates Ltd Proposed by Richard Reeve, seconded by David Casewell to recommend this planning application for approval. 12 in favour, 2 abstentions.

Sam Findlay declared a non-pecuniary interest as the applicant of APP/0206 is a neighbour.

APP/0206 – Single storey extension to rear (north) elevation of dwellinghouse. 33 Ash Close, Uppingham, LE15 9PJ. Mr. & Mrs. J. Williams: Proposed by Richard Reeve, seconded by Ian Salt, to recommend this planning application for approval providing there are no objections from the neighbours. 11 in favour, 3 abstentions.

As both the Chairman and Chair of the Planning Committee had declared an interest, and left the chamber, Ian Salt, deputy chair of planning, presided over planning applications APP/0203 & APP/0204.

APP/0204 – Demolition of stone boundary wall. 69 High Street East, Uppingham, LE15 9PY. Mr. Edward Dorman: Proposed by Ian Salt, seconded by Sam Findlay, to recommend this planning application for approval. 11 in favour, 1 abstention.

APP/0203 – Construction of stone boundary wall following demolition of existing. 69 High Street East, Uppingham, LE15 9PY. Mr. Edwards Dorman: Proposed by Ian Salt, seconded by Christine Edwards, to recommend this planning application for approval. 11 in favour, 1 abstention.

Meeting closed at 9.35 p.m.

MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON WEDNESDAY 1st MAY 2013.

028/13 CHAIRMAN'S OPENING REMARKS: The chairman welcomed members, and proposed to suspend standing order (1.j) 'Standing to speak', seconded by Richard Reeve. 9 in favour, 4 against.

029/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Lindsay Cooper, Christine Edwards, Sam Findlay, Alan Pickersgill, Peter Ind, Julie Lewis, Richard Reeve, Ian Salt, Robin Schlich, Ron Simpson & Cornelius Vincent-Enright.

030/13 APOLOGIES FOR ABSENCE: Peter Rees. Proposed by Christine Edwards, seconded by Cornelius Vincent-Enright, that this apology be accepted. Unanimously agreed.

031/15 DECLARATION OF MEMBERS' INTERESTS:

David Casewell and Richard Reeve declared a pecuniary interest in agenda item 16 being part time employees of a local funeral director.

Having declared a pecuniary interest these members left the room during the discussion and decision of the declared item.

032/13 APPLICATIONS FOR DISPENSATION: None

033/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 3RD

APRIL 2013: Proposed by David Casewell, seconded by Richard Reeve, that the minutes be accepted. Unanimously agreed.

034/13 TO RECEIVE THE MINUTES OF THE ANNUAL TOWN MEETING HELD ON WEDNESDAY 17TH APRIL 2013:

Proposed by Cornelius Vincent-Enright, seconded by

Christine Edwards, that the minutes be received. Unanimously agreed,

035/13 TO CONFIRM THE MINUTES OF THE EXTRA-ORDINARY MEETING HELD ON

WEDNESDAY 17TH APRIL 2013: Proposed by David Casewell, seconded by Sam Findlay, that the minutes be accepted, Unanimously agreed,

036/13 TO RECEIVE THE REPORT OF THE FINANCE AND GENERAL PURPOSES

MEETING HELD ON WEDNESDAY 17TH APRIL 2013: Proposed by Dave Ainslie, seconded by Christine Edwards, that the report be received. 12 in favour, 1 abstention.

037/13 CLERK'S REPORT AND ACTIONS SINCE LAST MEETING:

Bus Stop Enhancement 2013

The response to council's letter of 25th January 2013 was included in members' papers.

Defibrillator

Uppingham Town Council has received the promised £460 donation but there is a delay in delivery due to the high demand for defibrillators.

2 Visit to Caister

Eight members from Uppingham Town Council will be going to Caister Arts & Heritage Centre on Tuesday 14th May 2013. There is a DVD available for members who are unable to go.

Locality – feasibility Study

Pre – meeting Tuesday 21st May 9.30 a.m.

Presentation to council, Wednesday 19th June 7.p.m.

Quarterly localism meeting with Rutland County Council's Chief Executive and Leader

Thursday 16th May, members are requested to let the clerk know of any issues to be addressed at this meeting.

Neighbourhood plan

A draft copy is tabled for members who are requested to read through the document before tomorrow's meeting.

Uppington News

Summer edition tabled for members; please proof read, letting the clerk have the results by Friday 3rd May 2013.

Skate Park

There is some damage to the sides of the large ramp as the wood is rotten and needs replacing.

The sensory garden contractors who are on site will replace the sides at a cost of £326.

Clerks Annual leave

The clerk will not be in the office on Tuesday 7th May 2013. The Premises officer assistant will cover.

038/13 TO CONFIRM THAT UPPINGHAM TOWN COUNCIL HAS MET THE CRITERIA TO ENABLE USE OF THE GENERAL POWER OF COMPETENCE: Proposed by

David Casewell, seconded by Christine Edwards, that the criteria have been met to enable Uppingham Town Council to use the General Power of Competence and to do so as necessary. Unanimously agreed.

039/13 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK

Ken Fogelman, Chair of the Uppingham Surgery Patients Participation Group, updated the Council on the surgery relocation. The work is now out to tender, expected to start in mid-June and to be completed in November. The move would be of substantial benefit to patients in many ways but the outstanding issue of concern was that of access by those people who would depend on public transport. The County Council are aware of this but KF had recently been informed that an internal paper on the options had recently been referred back by the relevant senior management team and that it was not possible to indicate a timetable for when it would be resubmitted, let alone when it would pass to cabinet and decisions might be taken. KF therefore asked for the Town Council's help and advice in persuading the County Council to consider this issue with the necessary urgency. *Members requested an agenda item to consider making a deputation to Rutland County Council.*

040/13 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

Neighbourhood Forum (report tabled for members)

Uppingham Town Partnership (tabled for members)

LSP report to be forwarded when available

Parish Forum report to be forwarded when available

Uppingham in Bloom – Market Stall 8th June, Cheese and wine, 21st June

Heritage Trail working party, emailed to members

041/13 NEIGHBOURHOOD PLAN: Draft copy tabled for members.

042/13 TO REVIEW COUNCIL'S COMMUNICATIONS POLICY: Cornelius Vincent-Enright and the Clerk were tasked to review the policy, the results of which to be put before council in July.

As David Casewell and Richard Reeve had declared a pecuniary interest and left the room and the Deputy Mayor Dave Ainslie took the chair for the following item (Burial fees).

043/13 TO APPROVE THE BURIAL FEES FOR THE YEAR 2013 – 2014: Proposed by Christine Edwards, seconded by Julie Lewis, that the burial fees be approved. Unanimously agreed.

044/13 TO CONSIDER AND APPROVE ANY RECOMMENDATIONS MADE BY THE

INTERNAL AUDITOR: Foxwise Accountancy had carried out the internal audit as set out in the audit plan.

There were no problems arising so no recommendations were made. Proposed by Robin Schlich, seconded by Christine Edwards, to approve the internal auditor's report and congratulate the clerk for the sound preparations of council's accounts.

Unanimously agreed.

045/13 TO APPROVE THE ACCOUNTS YEAR ENDED 31ST MARCH 2013: Proposed by Ron Simpson, seconded by Cornelius Vincent-Enright, to approve the accounts for the year ended 31st March 2013. Unanimously agreed.

046/13 TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT YEAR

2012/2013: Proposed by Richard Reeve, seconded by Ian Salt, that council answers **yes** to questions 1 – 8 with 9 being not applicable. Unanimously agreed.

047/13 TO CONSIDER COUNCIL'S RESPONSE TO THE SITE ALLOCATION

DOCUMENT: Proposed by Ron Simpson, seconded by Richard Reeve, that council supports the document where it does not conflict with the Uppingham Neighbourhood Plan. Some examples of this will be provided by the closing date of the consultation. Unanimously agreed.

048/13 TO CONSIDER THE FOLLOWING GRANT APPLICATIONS:

Uppingham in Bloom: Proposed by Richard Reeve, seconded by Sam Findlay, that £1,500 be granted to Uppingham in Bloom. 10 in favour, 1 against, 1 abstention.

Rutland Youth Services: Proposed by Ian Salt, seconded by Richard Reeve, to defer a decision to the next appropriate meeting pending further information. 11 in favour, 1 abstention.

049/13 APPROVAL FOR A LICENCE AND RESPONSIBILITY FOR A WATER TAP

OUTSIDE OF THE MARKET PLACE TOILETS: Proposed by Julie Lewis, seconded by Cornelius Vincent-Enright, to approve the raising of a licence and responsibility for a water tap. 11 in favour, 1 against.

050/13 SUPPORTING ANY ACTION BY RUTLAND COUNTY COUNCIL TO RESOLVE THE PROBLEM WITH THE HEDGE BEHIND THE DEVELOPMENT ON THE PUBLIC PATHWAY RUNNING ALONGSIDE TOD'S PIECE ALLOTMENTS:

Proposed by Julie Lewis, seconded by Christine Edwards, that Uppingham Town Council supports any action by Rutland County Council to resolve the problem. 11 in favour, 1 against.

051/13 TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION:

0246/FUL – Installation of 1 No. Openreach broadband cabinet. Dslam Cabinet, High Street East, Uppingham. Harlequin Group on behalf of British Telecom.

0250/FUL – Installation of 1 No. openreach broadband cabinet. Dslam Cabinet, High Street East, Uppingham. Harlequin Group on behalf of British Telecom.

0247/FUL - Installation of 1 No. openreach broadband cabinet. Dslam Cabinet, North Street East, Uppingham. Harlequin Group on behalf of British Telecom.

0248/FUL - Installation of 1 No. openreach broadband cabinet. Dslam Cabinet, Ayston Road, Uppingham. Harlequin Group on behalf of British Telecom.

Proposed by Richard Reeve, seconded by Ian Salt, to recommend for approval, 0246, 0250, 0247 & 0248 planning applications. 10 in favour, 2 abstentions,.

052/13 ACCOUNTS FOR PAYMENT

Cheque

No. Payee Description Code Amount

D/D RCC Bus. Rates Town Hall 185.70*

D/D RCC Rates Cemetery 28.86*

D/D RCC Rates Market Place 137.70*

D/D RCC Rates Store 9.55*

D/D RCC Rates Cemetery LR 22.56*

000146 Upp Produce Show Grant Grant 1,000.00*

000147 Upp Town Part. Grant Grant 1,000.00*

000148 Upp Bloom Sensory Garden Grant 2,000.00*

000149 XMA Printer Ink Gen Admin 94.30

000150 Tranter Fire Alarm Town Hall 250.80

000151 Scribe Accounts Subs 354.00

000152 Ricoh Photocopier Gen Admin 104.72

000153 History Soc Subscription Misc 16.00 5 000154 Rut Comm. Council Subscription Misc 40.00

000155 Quality Office Stationary Gen Admin 28.13

000156 Lite Christmas Lights Misc 1,236.00

000157 Finnemore Headstones Cemetery 2,520.00

000158 E-On Supply` Public Lighting 118.67

000159 Cory Environmental Grounds Maint. Open Spaces 867.17

* Paid between meetings

Proposed by Julie Lewis, seconded by Christine Edwards, that the payments be approved. Unanimously agreed.

053/13 CORRESPONDENCE

Rutland History Society Annual General Meeting 15th May 2013

Rutland County Council Bus Stop Enhancements 2013 (copy enclosed)

Caudebec Echo

Meeting Closed at 9.p.m.

MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON WEDNESDAY 5th JUNE 2013.

077/13 CHAIRMAN'S OPENING REMARKS: The chairman welcomed members, and proposed to suspend standing order (1.j) 'Standing to speak', seconded by Richard Reeve. 8 in favour, 3 against.

For the convenience of the members of the public attending on behalf of the Branston Road Residents Association: Proposed by David Casewell, seconded by Richard Reeve, to move planning application 0392 from agenda item 19 forward to follow agenda item 9. 9 in favour, 1 against, 1 abstention.

078/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Christine Edwards, Sam Findlay, Alan Pickersgill, Peter Ind, Julie Lewis, Peter Rees, Richard Reeve, Ian Salt, Robin Schlich & Cornelius Vincent-Enright.

County Councillors Marc Oxley & Lucy Stephenson. 7 members of the public.

Julie Lewis joined the meeting 7.35 p.m.

079/13 APOLOGIES FOR ABSENCE: Lindsay Cooper & Ron Simpson. Proposed by Christine Edwards, seconded by Cornelius Vincent-Enright, these this apologies be accepted.

Unanimously agreed.

080/13 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATIONS:

Dave Ainslie declared an interest on planning application 0392 on the grounds of predetermination, as he had been involved in discussions with the Branston Road Residents Association.

Ian Salt declared a pecuniary interest in planning application 0392 as he lives in Branston Road.

These members left the room during the decision of the declared item.

081/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 1ST MAY 2013:

Proposed by David Casewell, seconded by Sam Findlay, that the minutes be accepted. Unanimously agreed.

082/13 TO CONFIRM THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON WEDNESDAY 15TH MAY 2013:

Proposed by Peter Rees, seconded by Cornelius Vincent-Enright, that the minutes be accepted. Unanimously agreed.

083/13 CLERK'S REPORT AND ACTIONS SINCE LAST MEETING:

Locality – Feasibility Study

Presentation to council, Wednesday 19th June 7.p.m. followed by a Planning Committee meeting and an Amenities Committee meeting.

Uncontested election

Alec Crombie will be elected onto council on 27th June 2013.

Sensory Garden

As yet not finished, awaiting borders and mulching.

084/13 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

Stephen Reeves asked if there were any development plans for the Tod's Piece allotment gardens. *He was advised that development of that area was not part of the Neighbourhood Plan.*

Lucy Stephenson gave members more details on the proposed signage for Uppingham to help with their discussion for agenda item 12.

Maia Lewin spoke on behalf of the Branston Road Residents Association regarding concerns over planning application 0392.

Marc Oxley informed members about the death of Charles Wells former Town Councillor. *On behalf of council the Clerk and Cornelius Vincent-Enright had paid their respects to the family after the service.*

Mandy Harris raised concerns about removal of asbestos when the garages are demolished on the Branston Road Jackie Dalby advised members that asbestos had been found during the demolition of Samuel Court.

085/13 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

Notes of Localism meeting to discuss Car Parking held on 24th April 2013

Report of N.P. Task Group 2nd May 2013 and meeting between David Casewell and Jan Turner – Principal UCC

Report of visit to Caistor Arts & Heritage Centre

Notes of quarterly meeting held on Tuesday 16th May with RCC

Notes of a Localism meeting held on Tuesday 16th May

Notes of Localism meeting held on Tuesday 16th May – Car parking

Notes Uppingham First AGM and board meeting held on 23rd may 2013

Discussion on car – parks will take place during the Uppingham Town Council's July meeting.

086/13 0392 – Construction of 38 dwellinghouses and associated works. Demolition of existing lock-up garages. Sites off Branston Road, Uppingham. Spire Homes:

Members agreed to discuss the three sites separately;

During the discussion a member of the public requested to speak. Proposed by David Casewell, seconded by Peter Rees to suspend the meeting for a few minutes.

Meeting suspended at 7.55 p.m.

Meeting resumed at 7.58 p.m.

Site A: Proposed by Richard Reeve, seconded by Christine Edwards, to recommend approval for this part of the application Unanimously agreed.

Site B: Proposed by Richard Reeve, seconded by Cornelius Vincent-Enright, to recommend approval for this part of the application. 5 in favour, 3 against, 2 abstentions

Site C: Proposed by David Casewell, seconded by Richard Reeve, to recommend refusal for this part of the application as it is a valuable green land/play field and should be kept free of development. 8 in favour, 2 abstentions.

087/13 NEIGHBOURHOOD PLAN:

The Uppingham Neighbourhood Plan draft prepared for External Examination is currently being printed, a copy of which will be distributed to all households and businesses in Uppingham and Ayston for public consultation.

The closing date for the consultation is 26th July 2013.

88/13 TO RESPOND TO THE PROPOSED COMMUNITY INFRASTRUCTURE LEVY,

CONSULTATION ON PRELIMINARY DRAFT CHARGING SCHEDULE: Proposed by Peter Rees, seconded by Sam Findlay, that council considers, that the levy proposed seems to be excessively high and members are very concerned that this may have a detrimental effect on future developments. 11 in favour, 1 abstention.

089/13 TO CONSIDER UPPINGHAM TOWN PARTNERSHIP'S SIGNAGE

RECOMMENDATIONS: Proposed by Peter Rees, seconded by Richard Reeve, to agree to the signage as presented to council by Uppingham Town Partnership. Unanimously agreed.

An agenda item for the next Amenities Committee meeting was requested to discuss placement of the signs.

090/13 TO CONSIDER AND IF AGREED SIGN THE DEED OF DEDICATION - FIELDS IN

TRUST: Proposed by Julie Lewis, seconded by Sam Findlay to agree and sign the deed of dedication. 6 in favour, 5 against, 1 abstention.

091/13 TO APPROVE THE RISK ASSESSMENT DOCUMENT AS AMENDED:

Proposed by David Casewell, seconded by Alan Pickersgill, to approve the amended document.

Unanimously agreed.

092/13 TO CONSIDER ANY AMENDMENTS TO THE VISIONS AIMS OBJECTIVES

PRIORITIES: Proposed by David Casewell, seconded by Peter Rees, that the document as submitted to members be approved and annually reviewed. 10 in favour, 2 abstentions.

093/13 TO CONSIDER ANY AMENDMENTS TO THE COMMUNICATIONS POLICY:

Proposed by David Casewell, seconded by Cornelius Vincent-Enright, that the amendments to items 4 & 7 be accepted. Unanimously agreed.

094/13 TO CONSIDER EMPLOYING A PART-TIME PERSON TO BE TRAINED TO GIVE

OUT ON THE SPOT FINES FOR DOG FOULING AND DROPPING LITTER: Proposed by Richard

Reeve, seconded by Christine Edwards, to empower the clerk to

investigate and report back to council the probabilities for employing such a person.

Unanimously agreed,

095/13 CAR PARKING:

a. To consider continuation of the subsidy: Proposed by David Casewell, seconded by Peter Rees to continue the subsidy for the time being. 11 in favour, 1 against.

b. To consider the provision of a fourth car park in Uppingham. Proposed by Robin Schlich, seconded by Peter Ind to investigate, for the future, possible sites for a fourth car park. 10 in favour, 1 against, 1 abstention.

096/13 APPLICATIONS FOR PLANNING PERMISSION:

0271/FUL- Construction of a two storey industrial building for the mixing and storage of essential oils for the beauty trade. Rear of Unit 1 Old Station Yard, Station Road, Uppingham, LE15 9TX. Mr. Steve Hughes.

Proposed by Richard Reeve, seconded by Peter Rees, to

recommend this planning application for refusal as this kind of industry is not suitable in such close proximity to residential housing, and access for the Fire and Rescue Service is restricted. Unanimously agreed.

0375 – Construction of first floor extension to rear (north) elevation of dwelling house. Rose Cottage, 12

Stockerston Road, Uppingham, LE15 9UD. Mr. David Joyce. Proposed by Richard Reeve, seconded by Robin

Schlich, to recommend this planning application for approval providing there are no objections from the neighbours. 11 in favour, 1 abstention.

097/13 ACCOUNTS FOR PAYMENT:

Cheque

No. Payee Description Code Amount

D/D RCC Bus. Rates Town Hall 177.00*

D/D RCC Rates Cemetery 28.86*

D/D RCC Rates Market Place 131.00*

D/D RCC Rates Store 9.00*

D/D RCC Rates Cemetery LR 17.00*

00160 Co-op Bank Transfer Investment 60,000.00*

00161 Co-op Bank Transfer Investment 5,000.00*

00162 Design Food Web Site Heritage Trail 2,116.93*

000163 Upp Carpet Co Flooring Town Hall 718.10*

000164 Caister Arts Lunch Feasibility Study 71.45*

000165 Taxi Office Travel Caister Feasibility Study 240.00*

000166 Allotment A/c Transfer of monies Allotments 7,199.13*

000167 Limes Firs & Spurs Grant Grants 150.00*

000168 Rutland CAB Grant Grants 1,500.00*

000169 Foxwise Audit Gen Admin 342.00*

000170 J.M.G. Amenity Weedkilling Leics Cemetery 108.00*

000171 Severn Trent Water Water Rates Various 262.99*

000172 Uppingham First Expenses Neighbourhood Plan 1,646.76*

000173 Cory Environ . Grounds Maint Open Spaces 877.02*

000174 E-on Supply Public Lighting 115.04*

000175 Dexter & Piggot Skatepark repair Open Spaces 326.00

000176 Quality Office Stationary Gen Admin 42.92

000177 Quoin Print Newsletters Publications 246.00

000178 RCC Salaries Gen Admin 3,570.74

000179 Topset Mayors chain Misc 120.00

000180 ESPO Tables Town Hall 726.00

Cleaning Materials Town Hall 73.58

000181 Cory Grounds Maint Open Spaces 877.02

000182 E-ON Maintenance Public Lighting 203.06

000183 E-ON Supply Public Lighting 118.87 5

* Paid between meetings

Proposed by Julie Lewis, seconded by Christine Edwards, that these payments be approved. Unanimously agreed.

098/13 CORRESPONDENCE:

Call Out – Fire & Rescue Services

Meeting closed at 9.10 p.m.

MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON WEDNESDAY 3RD JULY 2013.

099/13 CHAIRMAN'S OPENING REMARKS: The chairman welcomed members, and proposed to suspend standing order (1.j) 'Standing to speak', seconded by Richard Reeve. 10 in favour, 3 against.

100/13 WELCOME TO ELECTED COUNCILLOR ALEC CROMBIE: The Mayor welcomed Alec on behalf of council looked forward to working with him.

101/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Lindsay Cooper, Alec Crombie, Christine Edwards, Sam Findlay, Alan Pickersgill, Peter Ind, Julie Lewis, Richard Reeve, Ian Salt, Robin Schlich & Cornelius Vincent-Enright.

102/13 APOLOGIES FOR ABSENCE: Peter Rees & Ron Simpson. Proposed by Christine Edwards, seconded by Ian Salt, that these apologies be accepted. Unanimously agreed. Cornelius Vincent-Enright joined the meeting. 7.34 p.m.

103/13 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATIONS:

Peter Ind declared that if a specific discussion took place about the development site near his home he would leave the room.

104/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 5TH JUNE 2013:

Proposed by David Casewell, seconded by Ian Salt, that the minutes be approved. 12 in favour, 1 abstention.

105/13 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 19TH JUNE 2013:

Proposed by Richard Reeve, seconded by Robin Schlich, that the report be received. 11 in favour, 2 abstentions.

106/13 TO RECEIVE THE REPORT OF THE AMENITIES COMMITTEE MEETING HELD ON WEDNESDAY 19TH JUNE 2013:

Proposed by Julie Lewis, seconded by Richard Reeve, that the report be received. 10 in favour, 3 abstentions.

107/13 CLERK'S REPORT AND ACTIONS SINCE LAST MEETING:

Locality – Feasibility Study

As the report was not received to go with the agenda this will be discussed at the August full council meeting.

New Photocopier

Ricoh will be installing the copier on Wednesday 10th July

Licence - Car charging point. As yet the licence has not been received.

Dog- enforcement officer

Feasibility Study - employment of enforcement officer to give on the spot fines to persons letting their dogs foul in public places and not picking up

Both Rutland County Council and Oakham Town Council are supportive of tackling the problem of dog fouling. Rutland County Council has tried to prosecute an offender without result and is looking into various options; James Frieland is advising Dave Brown and various paperwork is changing hands.

Letters have been sent to Corby, Stamford & Leicestershire councils requesting information if and how they are dealing with the problem.

Bath council's street scene department are looking into extending their street cleansing services to cover both A-Boards, litter and dog fouling. Bath is contacting various council's up and down the country.

One idea is for a county wide campaign educating the public about the problem and telling them how to report incidents.

Purchase scoop poop bags? This will be progressed through the Amenities Committee.

Donation of Uppingham sign stone

Julie Lewis and I have visited Finnemore to discuss the style/wording and location for the stone.

Words – WELCOME TO UPPINGHAM, green writing, font Times Roman to include a horseshoe above the 'WELCOME'

Style - Large bolder with shaped top

Position – left hand side going down the hill opposite Uppingham – Caudebec sign.

Railings – Tod's Piece

A quotation has been received for £480 to finish unpainted railings and missed parts of the rest of the railings.

Materials will be purchased by council. *A suggestion was made to contact the local Scout Group to see if they are interested in carrying out this work.*

Travellers/Gypsies on Land at Uppingham Gate

The Police have convened a meeting for tomorrow and are addressing this issue.

The gypsies are on private land. Uppingham Town Council has been in touch with the Safer Neighbourhoods team.

Cooker and Urn for the kitchen

As the company from which council had accepted a quotation has not delivered a gas cooker can be purchased from Argos, delivered, installed and the old cooker recycled for less than the previous quotation. The present cooker will need to be disconnected and the new cooker purchased by credit card.

The clerk is obtaining quotations for the urn.

108/13 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

No one present.

109/13 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

UTP circulated NB Fun Day on TP /Ellis's Lorries in Market Place & HSE

Heritage Trail circulated. 20 people joined the walk around town. This resulted in some useful suggestions and observations.

LSP Culture & Leisure. Strategy (as amended) ready for RCC adoption- implementation plan- annual progress report

LSP Infrastructure – No rep?

RAG Surgery concerns

Uppingham in Bloom held a successful cheese and wine evening, next event is a ball

110/13 NEIGHBOURHOOD PLAN:

The Neighbourhood Plan had been delivered to all properties and businesses in Uppingham. The notes from the meeting held on Monday 24th June 2013 had been circulated to members, which explained the procedure in producing a second consultation with amended maps.

A member requested that it be put on record; apologies to Lindsay Cooper, who expressed concerns about council approving the document without the inclusion of the maps.

111/13 TO CONSIDER VARIOUS OPTIONS FOR CONTROL OF THE TOWN'S CAR PARKS FOLLOWING MEETINGS AS REPORTED IN THE ENCLOSED NOTES:

Options:

Outright purchase Lease Service level agreement Leave as is

Proposed by David Casewell, seconded by Dave Ainslie, that the Localism group continues further investigation into a service level agreement with Rutland County Council and brings the result back to council as soon as possible. 11 in favour, 1 against, 1 abstention.

112/13 SKATE PARK TOD'S PIECE:

a. To consider necessary repairs. Proposed by Richard Reeve, seconded by Dave Ainslie, that the quotation of £1,785 plus vat be accepted. 9 in favour, 3 against, 1 abstention

b. To consider the future of the skate park : Proposed by Julie Lewis, seconded by Dave Ainslie, that the Amenities Committee consider various options for renewing the Skate Park and investigate funding. 12 in favour, 1 against.

113/13 TO CONSIDER A REQUEST TO PUT A MEMORIAL SEAT IN THE LEICESTER ROAD CEMETERY:

Proposed by Christine Edwards, seconded by Julie Lewis to agree to the request for a seat at the family's expense. 12 in favour, 1 abstention.

114/13 TO CONSIDER THE LOCATION FOR A SIGN IN OR AROUND MARKET PLACE AS REQUESTED BY UPPINGHAM TOWN PARTNERSHIP:

Two areas were put forward as options, Baines Corner or on the plinth along the railings Market Place/London Road. Proposed by Richard Reeve, seconded by Cornelius Vincent-Enright, that as there was a meeting with Gary Toogood, Rutland County Council Highways department on Friday morning the final decision is delegated to David Casewell and Dave Ainslie, following advice from Gary Toogood. Unanimously agreed.

115/13 TO CONSIDER THE QUOTATIONS FOR PAINTING THE KITCHEN, BAR AREA

AND LADIES TOILETS IN TOWN HALL: Proposed by Sam Findlay, seconded by Richard Reeve, that the quotation for £1,100 be accepted. 11 in favour, 1 against, 1 abstention.

116/13 TO CONSIDER THE IMPLICATIONS OF ROAD CLOSURES FOR RE-

SURFACING WORKS: Members agreed, that a meeting be arranged between, David Casewell, Julie Lewis, Alan Pickersgill, Robin Schlich & Robert Baxter from, Rutland County Council's Highways department.

117/13 TO CONSIDER THE LICENCE FOR THE MARKET PLACE: Proposed by Sam

Findlay, seconded by Richard Reeve, to reject the proposed licence and investigate the full position of rights for use of the Market Place. Unanimously agreed.

118/13 APPLICATIONS FOR PLANNING PERMISSION:

0469 - Proposed alterations to internal layout of existing shop. Render wall below front window and framework to be painted. Nelsons (Butchers) Ltd. 12 High Street East, Uppingham, LE15 9PZ. Mr. Guy Gilman: Proposed by Richard Reeve, seconded by Ian Salt, to recommend this planning application for approval. 12 in favour, 1 abstention.

0510– Fell 1 No. Ash Tree. 22 Hawthorn Drive, Uppingham, LE15 9TA. Mr. Shillcock: Proposed by Dave Ainslie, seconded by Ian Salt, to recommend this planning application for approval. 11 in favour, 2 abstentions.

119/13 ACCOUNTS FOR PAYMENT:

Cheque

No. Payee Description Code Amount

D/D RCC Bus. Rates Town Hall 177.00*

D/D RCC Rates Cemetery 28.86*

D/D RCC Rates Market Place 131.00*

D/D RCC Rates Store 9.00*

D/D RCC Rates Cemetery LR 17.00*

000184 G.F.HARRISON Report N..P 644.00*

000185 RCC Planning Permis, Heritage Trail 192.50*

000186 UPP. IN BLOOM Grant Grant 1,500.00*

000187 CAISTER Visit Feasability 500.00*

000188 ESPO Cleaning Mats Town Hall 17.40*

000189 FIELDS IN TRUST Subscription Misc 15.00*

000190 R & B Alarm Maint Town Hall 86.94*

000191 RICOH Photocopier Gen Admin 26.03*

000192 RCC Salaries May & June Gen Admin 7,352.48*

CCTV Misc 2,000.00*

000193 XMA Printer Ink Gen Admin 94.30

000194 QUOIN Plans N.P 4,430.00

000195 GARTEC Lift Maint. Town Hall 456.00

000196 ROD MARSHALL Photography Heritage Trail 250.00 5

000197 CORY ENV Grounds Maint Open Spaces 891.55

* Paid between meetings

Proposed by Julie Lewis, seconded by Christine Edwards, that these payments be accepted.

Unanimously agreed.

120/13 CORRESPONDENCE:

Letter of thanks from Limes, Firs and Spurs Resident Association

Letter from Inspector Kam Mistry

Meeting closed at 8.55 p.m

**MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL,
UPPINGHAM, ON WEDNESDAY 7TH AUGUST 2013.**

121/13 CHAIRMAN'S OPENING REMARKS: The chairman welcomed members, and proposed to suspend standing order (1.j) 'Standing to speak', seconded by Richard Reeve. 11 in favour, 3 against.

122/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Lindsay Cooper, Alec Crombie, Christine Edwards, Sam Findlay, Alan Pickersgill, Peter Ind, Julie Lewis, Peter Rees, Richard Reeve, Robin Schlich, Ron Simpson & Cornelius Vincent-Enright.

123/13 APOLOGIES FOR ABSENCE: Ian Salt, accepted by members

124/13 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATIONS:

Alec Crombie declared a pecuniary interest in agenda item 21, planning application 0618 being the owner of the premises. Having declared a pecuniary interest he left the room during the discussion and decision of the declared item.

Alec Crombie declared a non-pecuniary interest in item 21, planning application 0602 being a personal friend of the applicant.

125/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 3RD

JULY 2013: Proposed by David Casewell, seconded by Sam Findlay, that the minutes be accepted. Unanimously agreed.

126/13 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON

THURSDAY 25TH JULY 2013: Proposed by David Casewell, seconded by Alan Pickersgill, that the report be received. 11 in favour, 3 abstentions. A reminder to be sent to Rutland County Council planning department regarding the request for a planning officer to attend a meeting with Uppingham Town Council regarding the decision for planning application, 0271 – Rear of Unit 1 Station Road.

127/13 CLERK'S REPORT AND ACTIONS SINCE LAST MEETING:

Dog - enforcement officer

Bottesford Parish Council have been trying to tackle the ever present issue of dog fouling on the footpaths around the village and have secured free training from MBC for volunteer dog wardens who will be able to serve fixed penalty notices to dog owners who do not clean up after their dogs.

Cornelius Vincent-Enright will be attending this training session, not necessarily to become a volunteer dog warden but to gather information.

Stamford Town Council had made a verbal contact advising, that they would like to work with Uppingham Town Council to try and alleviate this problem. No response has been received from Leicestershire & Corby Councils. Friday Market

A few weeks ago there was an accident when a car drove into someone in front of the vegetable stall. I understand from the Police that this person needed hospital treatment. In consultation with the police, council's insurance company and the owner of the vegetable stall, no waiting signs have been purchased to stop vehicles driving near to customers being served on the stall.

Also, vans and delivery lorries have been backing up the no entry between the chemist and post office and parking in the hatched area in front of the Vaults. This is an accident waiting to happen as when the lorries and vans back in they cannot see persons behind them. The No Entry sign is inadequate so bollards will be put in place.

All to be stored in the Printers Yard lock up.

Clerk's Hols

Annual Leave week commencing 12th August 2013.

Age Insurance

When a councillor reaches 80 years old an additional insurance document needs to be completed by that councillor.

128/13 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

None

129/13 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

Uppingham Town Partnership. Minutes circulated

Heritage Trail. Minutes circulated

RAG. Chair met with SA/DC/DA & 2 RCC staff to look at pedestrian route to surgery. Possible expenditure of RAG budget .

Uppingham First are looking into the provision of a hopper type bus for Uppingham. A report will be produced for council.

Christine Edwards attended a Voluntary Action Rutland meeting and reported that the meetings are to be reduced from 6 to 4 meetings per year

Uppingham in Bloom – judging results will be at Skegness on 11th September 2013

130/13 NEIGHBOURHOOD PLAN:

Proposed by Dave Ainslie, seconded by Ron Simpson, that the report of the meeting held on Tuesday 30th July 2013 be received. Unanimously agreed. Both this report and future reports will be produced on council's website. It was reported that many positive responses and suggestions had been received following the distribution of the 1st draft of the Neighbourhood Plan. The 2nd draft will be distributed in September for a six week consultation period.

There was a meeting with DCLG on 6th August 2013; notes will be distributed when available.

Proposed by Peter Ind, seconded by Peter Rees, that council endorses the report in particular the maximum target of 25 houses per hectare. 13 in favour, 1 abstention.

131/13 RECEIVE THE FIRST QUARTER'S BANK RECONCILIATIONS & INCOME AND EXPENDITURE AGAINST BUDGET:

The chair of the Finance & General Purposes committee confirmed that the reconciliations tied up with the bank statements. Proposed by Dave Ainslie, seconded by Christine Edwards, that the reports be received. Unanimously agreed.

132/13 TO APPROVE THE APPOINTMENT OF ALEC CROMBIE ONTO THE FINANCE & GENERAL PURPOSES COMMITTEE AND STAFFING COMMITTEE:

Proposed by Christine Edwards, seconded by Dave Ainslie, that Alec Crombie be appointed onto the Finance & General Purposes Committee and Staffing Committee. Unanimously agreed.

133/13 TO APPROVE AND SIGN THE LICENCE FOR THE CAR CHARGING POINT,

MERCERS YARD: Proposed by Ron Simpson, seconded by Peter Ind, that subject to the map reference being completed (1.1.) to approve signing the licence. Unanimously agreed.

134/13 TO CONSIDER THE RESULTS OF THE FEASIBILITY STUDY FOR A

COMMUNITY HUB IN UPPINGHAM: Proposed by Richard Reeve, seconded by Ron Simpson, that councils preferred development options are the Town Hall and library site. To consult with Rutland County Council re the library; to consult with Uppingham residents on both options, to prepare a grant application for funding for a further feasibility study on the Town Hall; the results of which to be discussed at the October full council meeting.

Unanimously agreed.

135/13 TO GRANT PERMISSION FOR USE OF THE MARKET PLACE FOR THE FAT-STOCK SHOW, WEDNESDAY 27TH NOVEMBER 2013:

Proposed by Richard Reeve, seconded by Christine Edwards, that permission be granted with the usual instructions to leave the Market Place clean and tidy.

Unanimously agreed.

136/13 TO AGREE TO WORKING IN PARTNERSHIP WITH THE FOOTBALL CLUB TO GATHER INFORMATION TO BUILD A TOILET AND STORE ADJOINING THE

FOOTBALL CLUB HOUSE: Proposed by Dave Ainslie, seconded by Peter Rees, to agree to work in partnership to gather information to build a public toilet and store. Unanimously agreed.

137/13 TO CONSIDER PARTICIPATING ON THE FIRST WORD WAR EVENT AT

KENDREW BARRACKS 15TH JUNE 2014 AND PREPARATION FOR AN EVENT IN UPPINGHAM:

Proposed by David Casewell, seconded by Dave Ainslie, to agree to express an interest in participating in the event to be held at Kendrew Barracks. 5 in favour, 6 against, 4 abstentions. Motion failed.

A working party of Alan Pickersgill, Richard Reeve & Ian Salt will consider plans for an Uppingham event.

138/13 TO CONSIDER AN INCREASE, IF, ANY FOR THE ALLOTMENTS YEAR

COMMENCING 29TH SEPTEMBER 2014: Proposed by Christine Edwards, seconded by Julie Lewis, not to increase the allotment rents year commencing 29th September 2014. 12 in favour, 2 abstentions

139/13 TO CONSIDER UPDATING THE TOD'S PIECE BY-LAWS:

Proposed by Julie Lewis seconded by Christine Edwards, that the Amenities Committee considers updating the By-Laws. Unanimously agreed.

140/13 TO CONSIDER TWEETING AND FILMING DURING MEETINGS:

Proposed by Ron Simpson seconded by David Casewell, that Ron Simpson and Cornelius Vincent-Enright look into the pros and cons of tweeting and filming at meetings seek advice from NALC and present their findings to council in October. 13 in favour, 1 abstention.

141/13 APPLICATIONS FOR PLANNING PERMISSION:

0599 – Construction of a single storey extension to rear (north west) elevation. Alteration to two

windows at the rear of the dwellinghouse. Roselawns, 63 High Street East, Uppingham, LE15 9PY. Mr & Mrs Bays: Proposed by Richard Reeve, seconded by Cornelius Vincent-Enright, to recommend this planning application for approval. 13 in favour, 1 abstention.

0618 – Variation of Condition No. 2 (F/92/0331/9/CP). The premises shall be used for a solicitors office only and for no other purpose (including any other purpose in Class A2). Elton House, 47 Hih Street East, Uppingham, LE15 9PY. Mr. & Mrs. A, Crombie: Proposed by Richard Reeve, seconded by Sam Findlay to recommend this planning application for approval. 12 in favour, 1 abstention.

0617 – Non Material amendment to APP/2010/1191 Welland Vale Nurseries Ltd. Glaston Road, Uppingham, LE15 9EU. Mr. Trevor Burns: Proposed by Ron Simpson, seconded by Richard Reeve, to recommend this planning application for approval. 10 in favour, 4 abstentions.

0613 – Rebuilding of East Wing inner wall with new internal structure retaining same external appearance. Beaver Inns Ltd. The Falcon Hotel, 7, High Street East, Uppingham, LE15 9PY. Mr Robert Wills: Proposed by Dave Ainslie, seconded by Cornelius Vincent-Enright, to agree, subject to approval of the conservation officer. 13 in favour, 1 abstention.

0620 – Retrospective planning application for the erection of a 2.5 m mesh fence on the boundary of the property. 3, Leamington Terrace, Uppingham, LE15 9TH. Mrs Jane Greenlaw: Proposed by Ron Simpson, seconded by Richard Reeve, to take no action, to lodge Council's dismay at yet another retrospective application; it is not this council's policy to support retrospective applications. 11 in favour, 3 abstentions.

Robin Schlich declared a non-pecuniary interest in the following planning application 0626, being a personal friend of the applicant.

0626 – Construction of an extension and alterations to the north elevation of the barn to provide garaging including installation of electrically operated garage door. Courtyard House, 46 High Street East, Uppingham, LE15 9PZ. Mr & Mrs Basil Frost: Proposed by Richard Reeve, seconded by Ron Simpson, to recommend this planning application for approval. 12 in favour, 2 abstentions

142/13 ACCOUNTS FOR PAYMENT

No.	Payee Description	Code	Amount
	D/D RCC Bus. Rates Town Hall		177.00*
	D/D RCC Rates Cemetery		28.86*
	D/D RCC Rates Market Place		131.00*
	D/D RCC Rates Store		9.00*
	D/D RCC Rates Cemetery LR		17.00*
000198	ESE DIRECT No waiting cones Market Place		150.00* (50% invoiced to Veg Stall Holder)
000199	D. STANLEY Baskets, troughs etc Town Hall		104.00*
000200	RCC Market Place rent Market Place		2,820.00*
000201	E-ON Supply Public Lighting		115.04*
000202	LOCALITY Feasibility Study Funded		8,500.00*
000203	UPP HISTORY Heritage Trail Funded		500.00*
000204	ZAENKER Defib box Funded		180.00
000205	RCC Tap Market Place Funded		245.00
	New Cheque book		
000231	RICOH Photocopier Gen Admin		26.32
000232	QUALITY OFFICE Stationary Gen Admin		42.59
000233	A.J. BELL Heritage Trail Funded		110.00
000234	S.AWCOCK Argos Cooker Town Hall		334.99
	(paid on credit card)		
000235	E-ON Light repair Public Lighting		28.16
000236	E-ON Supply Public Lighting		118.87

* Paid between meetings

Proposed by Julie Lewis, seconded by Christine Edwards, that these payments be accepted. Unanimously agreed. Meeting closed at 9.15 p.m.

MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON WEDNESDAY 4TH SEPTEMBER 2013.

143/13 CHAIRMAN'S OPENING REMARKS: The chairman welcomed members, and proposed to suspend standing order (1.j) 'Standing to speak', seconded by Richard Reeve. 7 in favour, 2 against.

144/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Lindsay Cooper, Alec Crombie, Sam Findlay, Peter Ind, Julie Lewis, Peter Rees, Richard Reeve, Ron Simpson & Cornelius Vincent-Enright.

County Councillor Marc Oxley, 1 member of the press, 1 member of the public
Lindsay Cooper & Julie Lewis joined the meeting.

145/13 APOLOGIES FOR ABSENCE: Christine Edwards, Alan Pickersgill & Robin Schlich,
Proposed by David Casewell, seconded by Richard Reeve, that these apologies be accepted.

146/13 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATIONS: None

147/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 7th AUGUST 2013: Proposed by Dave Ainslie, seconded by Cornelius Vincent-Enright, that the minutes be accepted. Unanimously agreed.

148/13 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 21ST AUGUST 2013: Proposed by Richard Reeve, seconded by Peter Ind, that the report be received. 10 in favour, 1 abstention.

149/13 CLERK'S REPORT AND ACTIONS SINCE LAST MEETING:

Defibrillator

Is now in place in the box at the side of the Town Hall. A training session will be arranged, probably for a Saturday morning to invite hall users, police, football club, scouts, bowls club and other interested parties.
Community Hub

A letter has been sent to Victoria Brambini, requesting Rutland County Council carries out a feasibility study for the redevelopment/refurbishment of the library site. A response has been received and further discussion will take place during the Localism meeting scheduled for 19th September 2013.

Proposals for the future of off street parking in Uppingham

No response has been received to the letters sent on 31st July and 21st August 2013.

Annual Return for the year ended 31 March 2013 Signed off by Grant Thornton; no matters came to their attention. This will be formally received at the October meeting.

Request for a member of Rutland County Council's planning department to attend this meeting as requested by members to discuss the decision to approve the application for a building for mixing and storage of essential oils for the beauty trade when clearly there is an access problem should there be an accident.

No response had been received to the two requests.

Computer

A new power pack had to be installed. The computer is probably coming to the end of its life and council may need budget for a new one next year.

Social Action Project

The NCS programme is a government initiative put in place to help young people develop the skills needed to succeed in the workplace.

The social action projects will be in operation from 23rd – 27th Oct consisting of day, evening and weekend work for a total combination of 15 voluntary hours. The programme offers scope for groups of 10-12 young people to volunteer and help out in their local community with the aim of increasing their responsibility and participation in local areas. Projects such as litter picking, gardening (allotment work or helping with Uppingham in Bloom), helping the elderly or fundraising. *Members agreed this would be a worthwhile cause and further discussion will take place at the forthcoming Amenities Committee meeting.*

Office Chair

One of the chairs is in a very poor condition and will be replaced.

150/13 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

Mrs M. Lewin spoke on behalf of the Branston Road Residents Association. Mrs. Lewin expressed the disappointment, regardless of the associations many objections, the planning application for the 38 houses on the Branston Road has been passed by Rutland County Council. It was sad to see, that residents who have rented garages for many years had to vacate them prior to demolition. Mrs. Lewin thanked Uppingham Town Council for their support.

Cllr Marc Oxley; following the notes of the Uppingham Hopper Bus Working Party, asked with whom the working party were liaising with at Rutland County Council. *This being an agenda item, the question will be answered later during the meeting.*

Alex Moore, Rutland and Stamford Mercury, thanked members for responding to the request from the editor of the Rutland and Stamford Mercury to consider tweeting, filming etc. at meetings.

151/13 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

Uppingham Town Partnership (tabled for members)

Uppingham First Hopper Bus Working Party. *Cllr Marc Oxley was advised that Cllrs Caroline Cartwright was involved with the discussion, which currently was in a preliminary stage. The meeting of 27th August was postponed, to be re-scheduled shortly.* Report by Cornelius Vincent-Enright on the dog warden training course he attended on Friday 23rd August 2013. *Information will be passed on to Rutland County Council.*

Uppingham in Bloom – Results of the judging will take place in Skegness on 11th September 2013. The ball at the Falcon is on 28th September 2013.

152/13 NEIGHBOURHOOD PLAN:

a. To receive the notes of the meeting held on Monday 19th August 2013. Proposed by Dave Ainslie, seconded by Richard Reeve, that the notes be received. Unanimously agreed.

b. Update: the 2nd draft of the Neighbourhood Plan should be completed by the October meeting, copies of which will be distributed to members in advance of that meeting. Members were concerned that Rutland County Council is not as supportive as expected in the preparation of the plan. Proposed by Richard Reeve, seconded by Dave Ainslie, that the clerk sends an email to David Troy, copies to Terry King and Brett Culpin requesting a date to be set as soon as possible for a meeting as previously agreed to go through the plan prior to its presentation to council. Unanimously agreed.

153/13 HERITAGE TRAIL:

a. To receive the notes of the meeting held on Thursday 15th August 2013: Proposed by Peter Rees, seconded by Cornelius Vincent-Enright, that the notes be received. Unanimously agreed.

b. Update: The final on site meeting had taken place to establish positioning and work for the placement of the boards. A favourable quotation had been received for new railings in the Market Place/London Road, on the top and right hand side of Hog's Hill; the cost being covered by Heritage Lottery funding. Proposed by Dave Ainslie, seconded by Peter Rees, to proceed with the installation of the new railings. Unanimously agreed.

154/13 LOCALISM GROUP OF UPPINGHAM TOWN COUNCIL:

a. To consider the report of the meeting held on Monday 19th August 2013. Proposed by Peter Rees, seconded by Cornelius, that the report be approved. Unanimously agreed.

b. To consider information on the Market Place received from Rutland County Council and authorise actions: Documents relating to the Market Place had been distributed to members. Proposed by Peter Rees, seconded by Cornelius Vincent-Enright, that the quotation of up to £500 plus VAT received from Simmonds Grant be accepted to carry out this further investigation. Unanimously agreed.

155/13 AGENDA ITEMS FOR THE STRATEGIC ISSUES MEETING WITH RUTLAND COUNTY COUNCIL ON 19TH SEPTEMBER 2013:

Neighbourhood Plan revised timetable

Strategic thoughts concerning the ideas evolving from the Vibrant Economy debate.

Advertising on the Shorelink Bus

Potential help from Democratic Services for Town/Parish councillors with computing requirements deriving solely from their official duties

Precept for the year 2014/2015

156/13 COUNCIL'S INSURANCE AND RENEWAL QUOTATIONS FOR A THREE YEAR

CONTRACT: A report from the chair of the Finance & General Purposes Committee had been distributed to members. The report set out details from three insurance companies. The clerk had met with all three companies and checked out response times to questions, where there had been a problem in the past. Proposed by Dave Ainslie, seconded by Richard Reeve, that the quotation for a three year contract from Zurich Municipal be accepted. Unanimously agreed.

157/13 AN APPLICATION FOR FUNDING FOR UPPINGHAM BOWLS CLUB: Proposed by Richard Reeve, seconded by Ron Simpson, that £1,000 grant be awarded. 9 in favour, 2 abstentions.

158/13 ACCESS TO, AND THE USE OF, SOCIAL MEDIA AND RECORDING

EQUIPMENT IN PUBLIC MEETINGS: Ron Simpson and Cornelius Vincent-Enright had produced an excellent paper for members. Following an in depth discussion, proposed by Richard Reeve, seconded by Peter Ind, that although this will be the way forward, and members were supportive, to wait for more guidelines and the new draft standing orders to be published by NALC; to be an agenda item for the October meeting. 10 in favour, 1 abstention.

159/13 TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSION:

0709 – Variation of condition 2 (in relation to APP/2010/1191). The development shall be carried out only in accordance with the details and specifications included in the submitted application, as amended by the revised drawing Nos. C0958-03H-O7C received by the Local Planning Authority on 18/04/2011 and showing revised red lines around the application sites. Welland Vale Nurseries Ltd, Glaston Road, Uppingham, LE15 9EU. Mr. Trevor Burns. Proposed by Richard Reeve, seconded by David Casewell, that this planning application be recommended for approval. Unanimously agreed.

160/13 ACCOUNTS FOR PAYMENT:

Cheque

No. Payee Description Code Amount

D/D RCC Bus. Rates Town Hall 177.00*

D/D RCC Rates Cemetery 28.86*

D/D RCC Rates Market Place 131.00*

D/D RCC Rates Store 9.00*

D/D RCC Rates Cemetery LR 17.00*

000237 Tormax Electric doors main. Town Hall 320.40*

000238 Ricoh Photocopier Gen Admin 214.25*

000239 J. Peters Decorating Town Hall 750.00*

000240 Cory Grounds Main Open Spaces 877.02*

000241 Flo-Skateparks Repair Skate Park 1,950.00*

000242 Cash Petty Cash Petty Cash 100.00*

000243 Specialist Flags Union Jack Town Hall 60.00*

000244 Amanet Computer Repair Office Equipment 107.99

000245 Design Food Board Heritage Trail 242.00

000246 Quoin Newsletters Publications 245.75

000247 LCN Domain Name Internet 61.20

000248 Chubb Fire Extinguishers Town Hall 566.16 * Paid between meetings

Proposed by Julie Lewis, seconded by Sam Findlay, that these payments be accepted.

Unanimously agreed.

161/13 CORRESPONDENCE:

Rutland County Council – Bus Stop enhancements 2013

Parish Council Forum – notes of the meeting held on Thursday 18th July 201, next meeting Tuesday 22nd October 2013.

Rural Community Council AGM Thursday 19th September 2013

Rutland Citizens Advice Bureau, Afternoon Tea to discuss Access to Justice, Tuesday 24th September 2013, 5.30 p.m.

Meeting closed at 9.03p.m.

MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON WEDNESDAY 2ND OCTOBER 2013.

162/13 CHAIRMAN'S OPENING REMARKS: The chairman welcomed members, and proposed to suspend standing order (1.j) 'Standing to speak', seconded by Richard Reeve. 11 in favour, 2 against.

163/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Lindsay Cooper, Alec Crombie, Christine Edwards, Sam Findlay, Peter Ind, Julie Lewis, Peter Ind, Alan Pickersgill, Peter Rees, Richard Reeve & Cornelius Vincent-Enright. 11 in favour, 2 abstentions.

164/13 APOLOGIES FOR ABSENCE: Ian Salt & Ron Simpson. Accepted by members.

165/13 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATIONS: None

166/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 4TH SEPTEMBER 2013: Proposed by David Casewell, seconded by Sam Findlay, that the minutes be accepted. Unanimously agreed.

167/13 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON THURSDAY 26TH 2013: Proposed by Richard Reeve, seconded by David Casewell, that the report be received. 10 in favour, 3 abstentions.

168/13 CLERK'S REPORT AND ACTIONS SINCE LAST MEETING:

Defibrillator

A training session for hall users councillors, shopkeepers, football club etc has been scheduled for Wednesday 27th November 6 p.m.

Town Hall

Two toilet seats have been replaced.

Seats

Three seats for Tod's Piece have been ordered, one being dedicated by a member of the public.

Scouts Hut

Being used by Rutland County Council for children's messy play sessions.

Railings Tod's Piece

The painting of the railings on Tod's Piece is almost complete. They have been completely repainted within the quotation.

169/13 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO

SPEAK: No one present

170/13 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES

Uppingham First (Hopper Bus) meeting 5th September 2013

Uppingham First meeting 12th September 2013

Strategic Meeting Thursday 19th September 2013 *cancelled but items discussed during the Localism meeting.*

Localism meeting Thursday 19th September 2013

Uppingham Town Partnership 25th September 2013

Locality: *Members are welcome to join Dave Ainslie for a meeting with Naomi Diamond on Friday 18th October 2013, 10.30 a.m. either in the Members Room or Council Chamber to prepare the application for a grant for a feasibility study on the Town Hall.*

Uppingham WW1 Commemoration; *a working group including councillors, Uppingham School and town representatives had put forward some ideas; a further meeting was scheduled for the coming Friday*

Uppingham in Bloom held a successful ball, raising in the region of £1,000. A disco will be held in the Town Hall on Saturday 14th December 2013.

171/13 TO RECEIVE THE MINUTES OF HERITAGE TRAIL MEETINGS 29TH AUGUST

2013 & 26TH SEPTEMBER 2013: Proposed by Christine Edwards, seconded by Julie Lewis, that the report of the meeting held on 29th August be received. The report of the meeting held on 26th September will be circulated when available. Unanimously agreed.

Installation work will start next week, railings week commencing 14th October, lecterns and QR plates week commencing 28th October, preliminary launch Sunday 3rd November 2013. Major launch next spring.

172/13 NEIGHBOURHOOD PLAN;

a. To receive the reports of the October meeting: Proposed by Richard Reeve, seconded by Dave Ainslie, that the report be received. Unanimously agreed.

b. Update; a successful meeting had taken place with David Troy and Brett Culpin, Rutland County Council. The maps are in the process of being completed.

c. To approve the second draft consultation document: Proposed by Dave Ainslie, seconded by Richard Reeve, to defer the approval of the second draft consultation document until the November full council meeting. In the interim a printed copy will be distributed to members for discussion at a task group meeting possibly Thursday 24th October 2013, 7.30 in the Council chamber. Unanimously agreed.

A question about phasing was raised but it was understood that Rutland County Council would not support this.

173/13 TO RECEIVE THE EXTERNAL AUDITOR'S CERTIFICATE AND OPINION

2012/2013: Proposed by Christine Edwards, seconded by David Casewell, that the external auditor's report for the Annual return be received and noted there were no questions raised.

Unanimously agreed. Proposed by Robin Schlich, seconded by David Casewell, to express members thanks to the clerk for yet again receiving an unqualified assent. Unanimously agreed.

174/13 TO APPROVE AND SIGN THE ACCEPTANCE AGREEMENT WITH WESTERN POWER DISTRIBUTION FOR ELECTRICITY CONNECTION FOR CAR CHARGE POINT IN MERCERS YARD:

Proposed by David Casewell, seconded by Richard Reeve, that the agreement be approved and signed. 12 in favour, 1 abstention.

175/13 TO CONSIDER:

a. Tweeting by the public; Proposed by Dave Ainslie, seconded by Richard Reeve, that council agree to tweeting by members of the public during meetings for a three month trial period as proposed in the received paper prepared by Cllrs Simpson and Vincent-Enright. As guidelines, the public are asked not to disrupt proceedings by their action and to use the facility with discretion. The decision plus guidelines to be reviewed at the end of the trial period. Unanimously agreed.

b. Filming at meetings; Proposed by Richard Reeve, seconded by Cornelius Vincent-Enright, to defer a decision until guidelines had been received from NALC. 12 in favour, 1 abstention.

176/13 TO CONSIDER THE HEADS OF TERMS FOR THE UPPINGHAM PARKING SERVICE LEVEL AGREEMENT:

Proposed by Dave Ainslie, seconded by Sam Findlay, that subject to any later amendments, the heads of terms be agreed. Unanimously agreed.

Thanks were expressed to the Localism Group.

177/13 TO CONSIDER THE ESTIMATE FOR PROVIDING TOILETS ON TOD'S PIECE: Draft plans were produced by Uppingham Football Club; the cost would be around £12,000. Plans suitable for presentation for planning permission and funding to be drawn up.

178/13 THE RUTLAND DRAFT STATEMENT OF COMMUNITY INVOLVEMENT

CONSULTATION: Proposed by David Casewell, seconded by Richard Reeve, that comments on the attached completed consultation document be forwarded to Rutland County Council: 12 in favour, 1 abstention.

179/13 TO CONSIDER THE CONSULTATION ON PROPOSED CHANGES TO HOME TO SCHOOL

TRANSPORT: Proposed by Richard Reeve, seconded by Dave Ainslie, on Denominational transport; to support the option for a phased withdrawal from September 2013. 12 in favour, 1 abstention.

Post 16: Proposed by Dave Ainslie, seconded by Richard Reeve, that Uppingham Town Council supports neither of the two options as post 16 education is a legal requirement. There is no state sixth form provision in Uppingham, and the existing arrangements should continue. 12 in favour, 1 abstention.

180/13 ACCOUNTS FOR PAYMENT:

Cheque

No. Payee Description Code Amount

D/D RCC Bus. Rates Town Hall 177.00*

D/D RCC Rates Cemetery 28.86*

D/D RCC Rates Market Place 131.00*

D/D RCC Rates Store 9.00*

D/D RCC Rates Cemetery LR 17.00*

000249 Quality Office Fire blanket Town Hall 31.36*

000250 Heartbeat Defibrillator Town Hall 1,085.00*

000251 Cory Environment Grounds Maint Open Spaces 891.55*

000252 Dickinson Cooker Installation Town Hall 90.00*

(Refund received from Argos £76.04)

000253 E-ON Supply Public Lighting 118.87*

000254 E-ON Maintenance Public Lighting 203.06*

000255 Bowls Club Grant Grants 1,000.00*

000256 Zurich Insurance Misc 2,966.92*

000257 C. Vincent-Enright Travel Exp Misc 66.30*

000258 Uppingham First Expenses N. Plan 375.37
000259 D. Casewell Chairs Allowance Misc 300.00
000260 Grant Thornton Audit G. Admin 720.00
000261 SPOILT
000262 Design Food Boards Heritage Trail 110.00
000263 Severn Trent Water Rates Cemetery 45.30
000264 Rutland Plumbing Toilet seats & plugs Town Hall 118.48
000265 JMG Amenity Weed treatment Cemetery 108.00
000266 Design Food Website Heritage Trail 2,116.93

* Paid between meetings

181/13 CORRESPONDENCE

Uppingham Bowls Club – thanks for the grant

Call Out Leicestershire Fire and Rescue

Uppingham Local History Study Group – thank you for cheque re Heritage Trail

Meeting closed at 8.55 p.m.

MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON WEDNESDAY 6th NOVEMBER 2013.

182/13 CHAIRMAN'S OPENING REMARKS: The chairman welcomed members, and proposed to suspend standing order (1.j) 'Standing to speak', seconded by Peter Rees. 11 in favour, 3 against.

183/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Lindsay Cooper, Alec Crombie, Christine Edwards, Sam Findlay, Peter Ind, Julie Lewis, Peter Ind, Alan Pickersgill, Peter Rees, Richard Reeve, Ian Salt, Ron Simpson (7.40 p.m) & Cornelius Vincent-Enright.

184/13 APOLOGIES FOR ABSENCE: None

185/13 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATIONS: None

186/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 2ND OCTOBER 2013: Proposed by David Casewell, seconded by Sam Findlay, that the minutes be accepted. 13 in favour, 1 abstention.

187/13 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 16TH OCTOBER 2013: Proposed by Richard Reeve, seconded by Peter Ind, that the report be received. 10 in favour, 4 abstentions.

188/13 CLERK'S REPORT AND ACTIONS SINCE LAST MEETING:

Defibrillator

A training session for hall users, councillors, shopkeepers, football club etc has been scheduled for Wednesday 27th November 6 p.m.

Electric Car Charge Point

Peter McComack of Larkenergy has left the company and it seems he was the only one who understood car charge point connections. Western Power went on Monday 4th November to install the electrical connection but was unable to do so as Lark Energy had not provided the meter box requested by Myles Barker (Cenex). E-On were to connect the supply next week, All has been put off until Lark Energy has carried out the initial work. Rutland County Council advised the licence was incomplete as Uppingham Town Council had not paid the legal fees but RCC had not actually sent an invoice.

Dennis Garrett party

All members are invited to the party organised by the young people of Uppingham for Dennis's 100th birthday; 7 p.m Thursday 21st November 2013.

Half year audit

Will take place on Thursday 14th November 2013

Skatepark

There is significant damage to the allotment end of the large ramp. Barriers have been put in place for health and safety reasons.

Telephone Vandalism

The telephone at the back of the ATM has been vandalised. B.T were informed on Thursday 31st October. As yet it has not been repaired.

Church Clock Chimes

Rev'd Canon Rachel Watts requested an agenda item following a letter from Uppingham First regarding turning off the Church clock chimes at night. Although her letter was dated 14th October, it was not received by the clerk until Tuesday 5th November; therefore it will go on the December full council agenda.

Ron Simpson joined the meeting.

189/13 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

Following the launch of the new Heritage Trail in Uppingham, County, Councillor Marc Oxley congratulated the Town Council and members of the Heritage Trail task group for the excellent work in putting together the Heritage Trail; in particular the new railings enhancing the Market Place.

190/13 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

Heritage Trail Group Meeting – Thursday 17th October : Proposed by Dave Ainslie, seconded by Peter Rees, that the report be received. 13 in favour, 2 abstentions

Meeting with Naomi Diamond of Locality – Friday 18th October : Proposed by Dave Ainslie, seconded by Christine Edwards, that the report be received. 14 in favour, 1 abstention.

Task Group/ Town Councillors Neighbourhood Plan meeting – Monday 21st October : Proposed by Ron Simpson, seconded by Cornelius Vincent-Enright, that the report be received. 14 in favour, 1 abstention.

WW1 Task Group Report: *A second meeting had taken place with work in progress.*

Uppingham Town Partnership meeting 30th October 2013: Proposed by David Casewell, seconded by Cornelius Vincent – Enright, that the report be received. 13 in favour, 2 abstentions.

191/13 TO RECEIVE:

- a. Second quarters bank reconciliations: The chair of the Finance & General Purposes Committee had marked the statements as correct. Proposed by David Casewell, seconded by Dave Ainslie, that the second quarter's bank reconciliations be received. Unanimously agreed.
- b. Income and expenditure against budget: Proposed by David Casewell, seconded by Robin Schlich, that the income and expenditure against budget be received. Unanimously agreed.

The problems with Rutland County Council administration of the payroll continues; to be discussed at the next Staffing Committee meeting.

192/13 NEIGHBOURHOOD PLAN -TO APPROVE THE SECOND DRAFT

CONSULTATION DOCUMENT: The second draft consultation document will be uploaded onto the website on Thursday 7th November, and going to print on Friday 8th November. The six week consultation period will end on 19th December 2013. During this time the task group will deal with responses from the public when received. The final version of the consultation document will be presented to Rutland County Council on Tuesday 24th December 2013 to enable it to go to cabinet in January 2014.

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it was proposed by Christine Edwards, seconded by Peter Rees, that because of the confidential nature of the business to be transacted, the public and press leave the meeting. Proposed by Richard Reeve, seconded by Dave Ainslie, that with an amendment to page 20, the 2nd draft of the Neighbourhood Plan be approved. 14 in favour, 1 against.

193/13 PROPOSED ALLOCATIONS OF MONEY FOR NEW CYCLE PATHS IN

RUTLAND: Proposed by Dave Ainslie, seconded by Peter Ind, to respond to Rutland County Council suggesting an Uppingham Loop: West on Leicester Road to A47, East on A47 to Roundabout, then South on A6003 to Traffic lights. 14 in favour, 1 against.

Proposed by Ron Simpson, seconded by Cornelius Vincent-Enright, to contact Preston Parish Council seeking their views on a cycle path from Uppingham to Preston. 14 in favour, 1 against.

194/13 APPLICATION FOR GRANT AID FOR CRUSE LEICS AND RUTLAND: Proposed by Ron Simpson, seconded by Richard Reeve, to defer this item pending more information. 11 in favour, 3 against, 1 abstention.

195/13 TOWN HALL HIRE CHARGES 2014/2015: Proposed by Julie Lewis, seconded by Christine Edwards, to leave hire charges at the current rate. Unanimously agreed.

196/13 A REQUEST FROM UPPINGHAM TOWN PARTNERSHIP FOR FREE USE OF THE HALL FOR LATE NIGHT SHOPPING CRAFT FARE: Proposed by Richard Reeve, seconded by Sam Findlay, to allow free use of the hall for the late night shopping event. 14 in favour, 1 abstention.

197/13 APPLYING FOR FUNDING FROM RUTLAND COUNTY COUNCIL TO INSTALL BICYCLE RACKS: Proposed by Dave Ainslie, seconded by Cornelius Vincent-Enright, that a request be made to Rutland County Council for bicycle racks on Tod' Piece and Leicester Road Cemetery; the details of which to be discussed by the Amenities Committee. Unanimously agreed.

Proposed by Ron Simpson, seconded by Cornelius Vincent-Enright to request Rutland County Councils to explore the implementation of electrical bicycle charging points. Unanimously agreed.

198/13 TO DECLARE, THAT UPPINGHAM TOWN COUNCIL GIVES ITS SUPPORT FOR UPPINGHAM BECOMING A FAIRTRADE TOWN AND WILL PROMOTE THE USE OF FAIRTRADE PRODUCTS IN ITS DAY TO DAY BUSINESS IN THE COUNCIL OFFICES AND AT PUBLIC MEETINGS WHENEVER POSSIBLE: Proposed by Richard Reeve, seconded by Robin Schlich, that council declares its support. Unanimously agreed.

199/13 THE GATHERING OF INFORMATION TO ENABLE A GRANT APPLICATION TO BE MADE FOR A FEASIBILITY STUDY FOR THE TOWN HALL: Proposed by David Casewell, seconded by Robin Schlich, to empower Dave Ainslie, Alec Crombie, Ron Simpson, Cornelius Vincent-Enright together with the Clerk to gather information for completion of the application form. 14 in favour, 1 abstention.

200/13 TO CONSIDER ALLOWING STONEYGATE RUGBY CLUB TO DISPLAY THE TOWNS LOGO ON TIES AND POLO SHIRTS: Proposed by Richard Reeve, seconded by Cornelius Vincent-Enright to defer this item pending more information. 13 in favour, 2 against.

201/13 A REQUEST TO RUTLAND COUNTY COUNCIL TO TAKE ACTION TO ALLEVIATE THE PARKING PROBLEMS IN SPRING BACK WAY: Proposed by Richard Reeve, seconded by Dave Ainslie, to ask Rutland County Council to look at the traffic flow problems on Spring Back Way. Unanimously agreed.

Proposed by Robin Schlich, seconded by Dave Ainslie, to extend the council meeting for 10 minutes beyond 9.30 p.m. 12 in favour, 3 against.

202/13 A LETTER RELATING TO THE ANNUAL LENT FAIR: Proposed by Ron Simpson, seconded by Cornelius Vincent-Enright to refer the letter to Rutland County Council Highways department since pavements are within their legal jurisdiction. 12 in favour, 3 abstentions.

203/13 ACCOUNTS FOR PAYMENT:

Cheque

No. Payee Description Code Amount

D/D RCC Bus. Rates Town Hall 177.00*

D/D RCC Rates Cemetery 28.86*

D/D RCC Rates Market Place 131.00*

D/D RCC Rates Store 9.00*

D/D RCC Rates Cemetery LR 17.00*

000267 Western Power Car charge point Car Charge 1,698.83 (£3,136.12 received from LSP)

000268 G. Carroll Railings Tod's Piece 480.00*

000269 RCC Salaries Gen Admin 14,597.72* (July, Aug, Sept, Oct)

000270 Ricoh Photocopier Gen Admin 36.00*

000271 Woodberry Seats Open Spaces 1,558.80* (Donation £433)

000272 Amanet Virus Checker Internet 45.60*

000273 C. Brewer Paint Town Hall & Railings 324.75*

000274 Cory Environmental Grounds maint Open Spaces 877.02*

000275 E-ON Supply Public Lighting 115.04*

000276 LRALC Publications Gen Admin 35.55*

000277 British Legion Wreath Grant 50.00*

000278 PRS Music Licence Town Hall 578.29

000279 ESPO Chair Office equipment 147.60

Stationary Gen Admin 10.98

Cleaning Mats Town Hall 81.50

000280 Quality Office Stationary Gen Admin 15.56

000281 Falcon Buffet Heritage Launch 300.00

000282 Cory Environmental Grounds maint Open spaces 877.02

* Paid between meetings

Proposed by Julie Lewis, seconded by Christine Edwards, that these payments be accepted. Unanimously agreed.

204/13 CORRESPONDENCE

Letter relating to the toilets in the Market Place (copy enclosed)

Caudebec Echos

Meeting closed at 9.37 p.m.

MINUTES OF THE MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON WEDNESDAY 4th DECEMBER 2013.

205/13 CHAIRMAN'S OPENING REMARKS: The chairman welcomed members, and visitors. He told members that he had attended Dennis Garrett's 100th birthday party in the Town Hall together with Christine Edwards, Julie Lewis and the Clerk. The High Sheriff, Trish Ruddell, and Roger Begy also attended. It was a special occasion.

The chairman proposed to suspend standing order (1.j) 'Standing to speak', seconded by Robin Schlich: 9 in favour, 1 against.

206/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Lindsay Cooper, Alec Crombie, Christine Edwards, Sam Findlay, Peter Rees, Richard Reeve, Ian Salt & Robin Schlich

County Councillor Marc Oxley and Adrian Haigh

207/13 APOLOGIES FOR ABSENCE: Peter Ind, Julie Lewis, Alan Pickersgill, Ron Simpson & Cornelius Vincent-Enright: Proposed by Christine Edwards, seconded by Ian Salt, that these apologies be accepted. Unanimously agreed.

208/13 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATIONS: None

209/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 6TH NOVEMBER 2013: Proposed by David Casewell, seconded by Sam Findlay, that the minutes be accepted. Unanimously agreed.

210/13 TO RECEIVE THE REPORT OF THE FINANCE & GENERAL PURPOSES

MEETING HELD ON WEDNESDAY 6TH NOVEMBER 2013: Proposed by Dave Ainslie, seconded by Peter Rees, that the Report be received. 9 in favour, 1 abstention.

211/13 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE MEETING HELD ON WEDNESDAY 20TH NOVEMBER 2013: Proposed by David Casewell, seconded by Christine Edwards, that the Report be received. 7 in favour, 3 abstentions.

212/13 CLERK'S REPORT AND ACTIONS SINCE LAST MEETING:

Defibrillator

A training session took place on Wednesday 27th November; 25 people attended.

Electric Car Charge Point

Still waiting for Lark Energy to install the cabinet. A meeting has been arranged for all parties on Thursday 12th December, 12 noon meeting at the Falcon

Still no information from Stoneygate Rugby Club

Annual Lent Fair

A verbal thank you to council for their response from the writer of the letter discussed at the last meeting

Uppingham Bloom

Judges' report tabled for members

Spring Back Way

A response has been received from David Brown RCC emailed to members, copy tabled for members

New Model Standing Orders

The latest set of Model Standing orders are tabled for members. Items made by resolution by Uppingham Town Council have been added. When the three month period for tweeting during meetings is over (January) a resolution could be considered by council to add to the Standing Orders. In the interim, would members please go through the model standing orders and highlight any areas for discussion at a future meeting.

Neighbourhood Plan

There will be a meeting of the task Group and any Councillor who is able to attend on Wednesday 18th December at 2 p.m. in the Falcon. This meeting to consider responses received for the 2nd Draft Neighbourhood Plan.

There will be an extra-ordinary meeting of full council on Monday 23rd December 7 p.m. in the council chamber to consider and approve the 2nd draft before it is delivered to Rutland County Council on 24th December.

Clerks Annual Leave

The clerk will be out of office on 10th 11th 12th & 17th December. Angela will cover.

213/13 DEMOCRATIC 15 MINUTES – AN OPPORTUNITY FOR THE PUBLIC TO SPEAK:

Uppingham is now a Fair Trade Town; David Casewell will accepted the certificate from Cllr Marc Oxley on behalf of the Town. David Casewell thanked Marc for all his hard work in bringing this about.

Cllr Marc Oxley advised members that he had spoken to Rutland County Council's Highways department about Spring Back Way and cycle paths. He said it was interesting to note there is a path from Oakham to Greetham but not from Uppingham to Preston. He will continue to work on behalf of Uppingham.

Adrian Haigh talked about his proposal for the peace exhibition in the Market Place

214/13 TO RECEIVE REPORTS FROM REPRESENTATIVES WORKING WITH EXTERNAL BODIES:

Notes of the Parking meeting held on 12th November 2013

Uppingham Town Partnership meeting held on Thursday 21st November 2013

Report – Rutland Access Group (to be forwarded)

Notes of the Heritage Trail Meeting – 28th November 2013 (to be forwarded)

WW1

215/13 THE REPORT OF THE INTERIM AUDIT: The main issue arising from the report was related to the on-going problems with the administration of the payroll by Rutland County Council. The clerk advised members that the November payslips and schedule were complete and on time. Proposed by David Casewell, seconded by Christine Edwards, that the Report be accepted. Unanimously agreed.

216/13 NEIGHBOURHOOD PLAN:

The final version of the Neighbourhood Plan will be delivered to Rutland County on 24th December 2013 in time for the RCC committee meeting on 23rd January 2014. The public Site Allocation meeting had taken place. Larkfleet's barrister had been present and suggested that the Site Allocation document was illegal as it did not make any reference to specific sites in Uppingham.

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it was proposed by Dave Ainslie, seconded by David Casewell, that, because of the commercially sensitive nature of the business to be transacted, the public and press leave the meeting during consideration of the following items. Unanimously agreed.

217/13 TO APPROVE THE PRECEPT FOR 2014 – 2015 AS RECOMMENDED BY THE FINANCE & GENERAL PURPOSES COMMITTEE:

Proposed by Dave Ainslie, seconded by Peter Rees, to ensure that the precept is adequate for the forthcoming year, that a change to Council's investments be carried out immediately. Unanimously agreed. Council returned to open session.

Proposed by David Casewell seconded by Dave Ainslie, that the total budget requirement for 2014 – 2015 be set at £90,095, being no increase from 2013-2014. Cemetery estimates being £4,150. 9 in favour, 1 abstention.

218/13 A REQUEST FROM UPPINGHAM PCC FOR COUNCILS OPINION RELATING TO THE CHURCH CLOCK CHIMES THROUGH THE NIGHT:

As there was very little evidence that clock chimes through the night had a detrimental effect on the town's businesses, proposed by Ian Salt, seconded by Richard Reeve, that council's opinion be that the chimes should continue through the night. 9 in favour 1 against.

219/13 THE DEFERRED ITEM FOR AN APPLICATION FOR FUNDING TOWARDS

CRUSE: Proposed by David Casewell, seconded by Dave Ainslie, that £500 grant be given to Cruse. 6 in favour, 1 against, 3 abstentions.

220/13 A PEACE PROJECT AROUND THE MONUMENT IN UPPINGHAM MARKET

PLACE: During the discussion members required more information about the design, therefore it was proposed by Dave Ainslie, seconded by Peter Rees, to adjourn the meeting for five minutes to allow Adrian Haigh to respond. Unanimously agreed, 8.25 p.m. Meeting reconvened at 8.29 p.m.

Proposed by Dave Ainslie, seconded by Alec Crombie, that this council does not consider, that the monument in the Market Place is a suitable place for such an exhibition for reasons such as public safety. Unanimously agreed.

221/13 TO CONSIDER WORDING OF SIGNS: Proposed by Richard Reeve, seconded by Christine Edwards, that the following changes be made to the recommendations by the Uppingham Town Partnership

a. i. Market Square/Toilets

iii. Shops/Post office

b. i. Shopping (signs in both directions High Street East and West)

iv. Uppingham School/and Theatre (following approval by Uppingham School)

222/13 PARKING, TRAFFIC AND ROAD CONDITION OF SEATON ROAD: Sam Findlay outlined the following problems in Seaton Road, which had been exacerbated by the additional traffic including HGV's following the recent road closure due re- surfacing work on the London Road:

The roundabout should be removed/redesigned as large vehicles were unable to get round it in one go.
The road surface is not suitable for heavy traffic and needs resurfacing
The parking layout needs to be reconsidered as vehicle are jutting out too far into the road.
More consideration should be given, when it was suggested that roads in town are to be closed, to the problems created along alternative routes.

Lindsay Cooper left the meeting (8.50 p.m.)

Proposed by David Casewell, seconded by Sam Findlay, that as a matter of urgency, members of Rutland County Council's Highways department be requested to attend a site meeting to include Seaton Road, Gainsborough Road, where a complaint has been received regarding parking, and Spring Back Way. Unanimously agreed.

Ian Salt left the meeting 8.55 p.m.

223/13 APPLICATIONS FOR PLANNING PERMISSION:

Members agreed to adjourn the meeting for a few minutes to allow Cllr Marc Oxley to explain the changes in planning application 1014/FUL & 1022/LBA. (8.59 p.m.)

Meeting reconvened at 9.03 p.m.

1014/FUL - Conversion and extension of existing outbuildings to form two storey detached dwellings and integral garage within the land to the rear of 17 High Street East, Uppingham, Rear of 17 High Street East. Mr. & Mrs. N. Grindley: Proposed by Richard Reeve, seconded by Christine Edwards, to recommend this planning application for refusal as the proposed building is very big in a small space, inappropriate for the area, and has no proper vehicle access, and the garage is flush to Crown Yard. It is in a commercial and public area, unsuitable for residential development. Unanimously agreed.

1022/LBA – Conversion and extension of existing outbuildings to form two storey detached dwellings and integral garage within the land to the rear of 17 High Street East, Uppingham, Rear of 17 High Street East. Mr. & Mrs. N. Grindley: Proposed by Richard Reeve, seconded by Christine Edwards, to recommend this planning application for refusal as the proposed building is very big in a small space, inappropriate for the area, and has no proper vehicle access, and the garage is flush to Crown Yard. It is in a commercial and public area unsuitable for residential development. Unanimously agreed.

1018/CAT – Remove 1 No. Conifer, 1 No Silver Birch, 1 No Unknown Species and reduce height of 1 No. Holly. 17 Leicester Road, Uppingham, LE15 9SB. Miss C. Barnett: Proposed by Richard Reeve, seconded by Christine Edwards, to recommend this planning application for approval. Unanimously agreed.

224/13 ACCOUNTS FOR PAYMENT

Cheque

No. Payee Description Code Amount

D/D RCC Bus. Rates Town Hall 177.00*

D/D RCC Rates Cemetery 28.86*

D/D RCC Rates Market Place 131.00*

D/D RCC Rates Store 9.00*

D/D RCC Rates Cemetery LR 17.00*

000233 MLS Heritage Trail Heritage Trail 22,386.00*

000284 2Commune Web site Gen Admin 300.00*

000285 Peterborough CC Legal Car Charge point 400.00*

000286 James Agar N.P. Distribution N.P 400.00*

000287 Anchor Print N.P. Brochures N.P. 2,318.37

000288 ANPR Ltd No Parking sign Open Spaces 36.00

000289 Brewers Thinners Town Hall 13.66

000290 E-ON Supply Public Lighting 118.87

000291 RCC Surveyor Car Charge point 180.00

000292 Ricoh Photocopier Gen Admin 214.25

000293 Severn Trent Water Rates Town Hall 221.34

Allotments 188.45

Cemetery 17.81

000294 Tranter Fire Call – out Town Hall 176.56

000295 Wicksteed Leisure Inspection Open Spaces 54.00

000296 RCC Salaries Gen Admin 4,015.99

000297 Corry Grounds Maint Open Spaces 877.02

* Paid between meetings

Proposed by Christine Edwards, seconded by Peter Rees, that these payments be accepted. Unanimously agreed.

Meeting closed at 9.10 p.m.

MINUTES OF THE EXTRA-ORDINARY MEETING OF UPPINGHAM TOWN COUNCIL HELD AT THE TOWN HALL, UPPINGHAM, ON MONDAY 23RD DECEMBER 2013.

225/13 CHAIRMAN'S OPENING REMARKS: Proposed by David Casewell, seconded by Richard Reeve, to suspend standing order j1, standing to speak. 7 in favour, 3 against.

226/13 ATTENDANCE REGISTER: Cllr's David Casewell (Chair) Dave Ainslie, Christine Edwards, Sam Findlay, Julie Lewis, Alan Pickersgill, Peter Rees, Richard Reeve, Ian Salt & Ron Simpson. County Councillors, Edward Baines & James Lammie, 2 members of the public.

227/13 APOLOGIES FOR ABSENCE: Alec Crombie, Lindsay Cooper, Peter Ind & Robin Schlich. Proposed by David Casewell, seconded by Christine Edwards, that these apologies be accepted. Unanimously agreed.

228/13 DECLARATION OF MEMBERS INTEREST AND APPLICATIONS FOR DISPENSATION: None

229/13 TO CONSIDER AND APPROVE THE 2ND DRAFT OF THE NEIGHBOURHOOD

PLAN: The notes of the task group meetings held on 18th & 20th December 2013 were distributed to members. Proposed by Dave Ainslie, seconded by Christine Edwards, that the notes be received. Unanimously agreed

A letter had been drafted by the chair of the Neighbourhood Plan Task Group in response to questions raised by DLP Planning Ltd on behalf of Larkfleet Homes. Proposed by David Casewell, seconded by Peter Rees, that the letter be approved. Unanimously agreed.

Cllr Baines signed the letter, which was countersigned by David Casewell on behalf of Uppingham Town Council.

Public Consultation; proposed by David Casewell, seconded by Richard Reeve, to endorse the public consultation, appendix c. This will also be recorded in the Data book. Unanimously received.

Two minor amendments and a change in the map – site C to the 2nd draft of the Neighbourhood Plan were considered and agreed. Proposed by David Casewell seconded by Christine Edwards, that with these amendments the 2nd draft of the Neighbourhood Plan be approved. A named vote was requested. All members present agreed, namely: Cllr's David Casewell (Chair) Dave Ainslie, Christine Edwards, Sam Findlay, Julie Lewis, Alan Pickersgill, Peter Rees, Richard Reeve, Ian Salt & Ron Simpson.

The chairman thanked all members of the task group for their hard work in producing the Neighbourhood Plan which will be delivered to Rutland County Council the following day, a copy of which will be available on the web site.

230/13 APPLICATIONS FOR PLANNING PERMISSION

0991/FUL – Insertion of 1 No. Velux window in the west elevation of the dwellinghouse. 2 Seaton Drive, Uppingham, LE15 9HQ. Mr. David Leather: Proposed by Richard Reeve seconded by Peter Rees, that this planning application be recommended for approval. Unanimously agreed.

Meeting closed at 7.18 p.m.

Uppingham First Board Minutes

(References to N Plan highlighted in red)

Chair: Robert Wills Vice Chair: Kenneth Bool Secretary/Treasurer: Ron Simpson

Minutes of a Board Meeting Held on August 18th 2011 in Don Paddy's at 6pm

1. Present

Business Directors: Edward Baines, Tony Fowell, Cath Gilbert, Ron Simpson, Robert Wills

Community Directors: Ric Ellis, Neil Hermsen, Michael Wellen

Local Government Director: Cllr Kenneth Bool

Town Council Observer: Cllr David Ainslie.

2. Apologies

Business Directors: Dr David Lewis & Geoffrey Pointon.

Observer: Deputy Mayor Cllr Kate Siviter.

3. Chair's Opening Remarks

Robert Wills welcomed everyone and in particular Cllr David Ainslie who was attending his first meeting as a Town Council observer.

4. Declarations of Interest

No decision making items on the agenda required a declaration of interest.

5. Notes of the Board Meeting held on May 12th 2011

These were agreed as a true record and signed by the Chair.

6. Matters Arising

It was agreed that Cllr Kenneth Bool would continue as Vice Chair.

7. Secretary/Treasurer's Report

- a) **HRMC Status** – It was noted that auditing accountant, Alastair McCrindle, was attempting to secure charitable regard for the Partnership's economic activity.
- b) **Quarterly Finance Update & Audit** – In accordance with insurance requirements all transactions and bank statements subsequent to the last meeting were presented and witnessed.
- c) **Significant Correspondence** – i) Leighfield Ball – Thank you letter for table sponsorship ii) Community Advocate Programme – It was noted that the Company Secretary had secured funding to complete the 'Community Advocates' B Tech Programme. This commenced in September iii) It was noted that the Partnership was now going through the approval process to host two of the government's Big Society 'Community Organisers' iv) Receipt of the BIZ Club Annual Awards paperwork was noted v) It was noted that Arnold Wills would be represented at the RCC consultation on parking vi) A letter from the Secretary of UTP sent directly to the Chairman of the Partnership was read out. Following discussion it was agreed that the Secretary prepare an appropriate response to be signed by the Chairman.
- d) **Farmers Market** – i) Saturday Market – Agreed that the majority of businesses were pleased that this had now been cancelled. Noted that UTP were now proposing a Sunday Market – It was agreed that if it were to go ahead (some market traders are not keen to work on a Sunday) this should be on Tods Piece to minimise impact on the church ii) Friday Farmer Market – Following discussion it was agreed that the Friday Farmers Market should recommence in consultation with the Market Traders. Additional signage to be provided and the community advised.
- e) **LSP Update:** Infrastructure Group – The Secretary reported on a very positive meeting of the group at which the Partnership's electric car submission had received considerable support. Tourism Group – Minutes of the last meeting had been circulated. The Partnership was not represented due to annual leave.

- f) **Products Update** – i) Uppingham Mugs – now back in stock. Thanks are recorded to Tony Fowell for providing a retail outlet in the High Street ii) Line Drawings – It was agreed that a portfolio of options provided by Edward Baines was most acceptable and that, in addition, the Chairman contact the widow of Warwick Metcalfe (Jean) to enquire about the possibility of incorporating some of Warwick's work in his memory.
- g) **Visit to Monpazier** – The Secretary reported on a July visit to Monpazier to explore possible business links. The two towns had many similarities with a central square, a heritage appearance and many identical businesses including art galleries, antique and book shops. Uppingham First representatives had attended the civic opening of an art exhibition while there and held some discussions with local traders. It was now proposed to speak to the Mayor of Monpazier via the contact who had first approached Uppingham. Board members would be kept up to date with developments.
- h) **Czech Visit to Uppingham** – The Partnership's (in collaboration with the Uppingham Neighbourhood Forum) hosting of a visit by Stamford's Czech twinning group to Uppingham on Thursday August 11th was noted.

8. Uppingham Neighbourhood Plan

The Partnership's Neighbourhood Plan grant submission to RCC and the Department of Communities and Local Government (DCLG) was noted. The submission had now been acknowledged as being within time by DCLG. The positive efforts of RCC Deputy Leader Terry King to facilitate the submission while the Secretary was in France were noted. The Partnership now looked forward to working with UTC and RCC if the submission was accepted.

9. LAA Reward Grant Applications

Submissions made via a number of Uppingham based organisations were reported and supported by the Board. These were:-

- a) Rutland N Watch Association – Volunteer Training Programme
- b) Uppingham Neighbourhood Forum – Uppingham Comedy Events Proposal
- c) Uppingham Town Council - Heritage LED Lighting for High Street and Market Square
- d) Uppingham First – Electric Car Charging Points

A full report on how the bids fare in the bidding process will be published mid September.

It was noted that Uppingham Town Council had been invited to support a 'Market Towns' bid prepared by County Council officers which would allocate £20k to modernising the Market Square toilets. The bid had been supported by a majority of members. It was noted however that some hold the view that, in the long term, a more effective use of £20k of public money would be to relocate the toilets to a town centre car park as the present building detracted from the heritage appearance of the Market Square.

10. Broadband/Wifi Update

Progress with the expansion of the Uppingham Wifi network was noted. The awarding of a significant grant to RCC for its 'Digital Rutland' project was also noted.

11. Event Update

- a) **Classic in Uppingham** – All was going to plan. A full entertainment programme was in place. It was hoped to broadcast the event live on the web with the help of Rutland Telecom.
- b) **Late Night Shopping** - It was noted that a working group was being formed to organise this event.
- c) **Jubilee Celebrations** – Cllr Ainslie updated Board members on a UTC bid to secure a grant for this. It was agreed that it was appropriate for Uppingham Town Council to take the lead in this matter and that the Partnership should offer its support.

12. Olympic Proposal

Ric Ellis outlined a number of ideas for an Uppingham Olympic celebration. Following discussion on a possible programme of activities it was agreed that:-

- a) Ric take the lead on creating a programme of activity
- b) The concept of the 'Golden Torch' branding be supported

- c) A Market Square 'dine in the dark' type of event be further investigated and provisional bookings for road closure and big screen be pursued
- d) Collaboration with schools and branded web pages for community involvement be pursued
- e) Community consultation be implemented with the help of the Uppingham Neighbourhood Forum
- f) Liaison with the RCC events and tourism teams be actioned by the Secretary.

13. Web site Update

A brief progress report on the increasing activity via the Uppingham First web site was noted. Skills and Education Information pages were still under development.

14. Appointment of new LPU Commander

It was noted that Inspector Johnny Monks was to leave his post in Rutland and that Inspector Kamlesh Mistry had been appointed as replacement LPU Commander from September. The Chairman led positive comment on the contribution to local policing in Uppingham made by Johnny Monks and gave a number of examples where joint meetings with Uppingham First representatives had delivered positive outcomes. It was agreed that a suitable letter of thanks be sent to Inspector Monks acknowledging his positive working relationship with local business and the achievements of the Uppingham beat team under his leadership. It was further agreed that Inspector Mistry be invited to a future meeting.

15. Any Other Business

- a) 2011 AMT Conference - Agreed that the Secretary attend this October event.

16. Date of Next Meeting

Thursday November 24th 2011 **at the later time of 6.30pm**. Venue - Don Paddy's.

Minutes prepared and circulated by Secretary Ron Simpson August 23rd 2011

Agreed as a True Record Signed Date

Copies for Information: Town Clerk UTC; Chief Executive RCC

Chair: Robert Wills Vice Chair: Kenneth Bool Secretary/Treasurer: Ron Simpson

Minutes of a Board Meeting Held on February 16th 2012 in Don Paddy's at 6pm

Present

Business Directors: Edward Baines, Christer Karlsson, Tony Fowell, Cath Gilbert, Ron Simpson, Robert Wills

Community Directors: David Lewis

Town Council Observer: Cllr David Ainslie.

1. Apologies

Business Directors: Geoffrey Pointon

Community Director: Michael Wellen

Local Government Director: Cllr Kenneth Bool

2. Chair's Opening Remarks and Declarations of Interest

Robert Wills welcomed everyone including Christer Karlsson, a new Director nominee from the Business Forum. Board members were reminded of the requirement to declare interests if a decision making item was relevant to their business or community interests.

3. Notes of the Board Meeting held on November 24th 2011

These were agreed as a true record and signed by the Chair.

4. Matters Arising

None.

5. New Director Appointments

Resolved that:-

- a) The Business Forum nomination of Christer Karlsson as the new MD of Rutland Telecom to the Board be accepted and Companies House notified
- b) The Executive Committee proposal of the Neighbourhood Forum that Dr David Lewis be acknowledged as a Community Director to replace Ric Ellis until the 2012 AGM be agreed.

6. Secretary/Treasurer's Report

- a) **Quarterly Finance Update & Audit** – In accordance with insurance requirements all transactions and bank statements subsequent to the last meeting were presented and witnessed
- b) **2011 Accounts and VAT** – The tabled accounts were noted and agreed for forwarding to the AGM. The annual VAT return was noted as having been submitted online.
- c) **Significant Meetings and Correspondence** – i) AMT Membership – Agreed that this be paid ii) UTP Update - Following meetings with its officers and minutes received, it was noted that UTP was to be independent of RCC from March 31st and its officers now accountable under UK corporate legislation. The joint statement agreed by UTP and Uppingham First was noted as a positive step toward encouraging UTP to eventually merge with Uppingham First iii) Uppingham Gate – It was agreed to meet representatives of the owner and proposed developer of Uppingham Gate. **Further agreed that an invitation to join the meeting be extended to interested Uppingham Town Councillors and Neighbourhood Plan Task Group members. Date to be agreed by the Secretary and Chair** iv) Stamford Chamber of Trade and Commerce - The Secretary's meeting with Tim Lee, President of the Stamford Chamber was noted and the proposal to share relevant information agreed v) Oakham Town Partnership – A meeting between Alf Dewis, the new Chair of the Oakham Town Partnership and the Secretary was noted and the proposal to share relevant information agreed vi) Leics Chamber of Commerce - The decision of the Uppingham Business Forum to invite Martin Traynor, Chief Executive of the Leicestershire Chamber of Commerce, to address local businesses in

Uppingham at a future date and his subsequent agreement with the Secretary was noted vii) Uppingham Surgery - The request to help publicise and consult on the proposed move of the surgery to Uppingham Gate was noted and agreed viii) Rutland Consortium - The revised launch date of the new Rutland Voluntary Sector Consortium was noted ix) Community Advocacy – The Secretary's formal accreditation as a Community Advocate and Organiser was noted.

- d) **Business Forum Notes** – Circulation and content noted
- e) **Neighbourhood Forum Notes** – Circulation and content noted
- f) **LSP Updates** – i) Culture and Leisure – Edward Baines and the Secretary reported on this meeting where it had become clear that a short schedule of proposed activities for Uppingham 2012 /13 had been submitted without consultation with local businesses or community groups. Action had subsequently been taken by RCC officers and Uppingham First to correct the situation and a County diary of events had now been agreed and widely circulated ii) Infrastructure Group – Minutes of this meeting were to be circulated once published by RCC
- g) **Community Asset Register** – It was noted that preparation of the register was to commence next month. It would prove a valuable asset in attracting new business to the town
- h) **Proposal to Change Registered Office** – Agreed that the Chair and Secretary be authorised to agree a new High Street address for the company's registered office.

7. Uppingham Neighbourhood Plan

Following an update by Task Group Chair Edward Baines on developments to date it was agreed:-

- a) That every effort be made to secure the written agreement of Ayston Parish to their inclusion in the Uppingham Neighbourhood Plan boundary in order that an appropriate application could be made to RCC for its agreement to a revised plan boundary
- b) The agreement of Uppingham School to participate in the Task Group be noted with pleasure
- c) That the Treasurer's expenditure on the plan to date as detailed in the tabled summary be approved and reimbursement sought from the grant monies held by RCC before further expenditure was incurred
- d) That the revised timetable be noted
- e) That the Chair of Uppingham First, together with the Chair of the Task Group, be jointly authorised to agree any 'within budget' contractual appointments if an urgent decision was required between Board meetings
- f) That the Task Group be complemented on its achievements to date in encouraging community involvement

8. Effective Partnerships Event

Agreed that the Secretary accept an invitation to attend the above event organised by Leicestershire County Council

9. Electric Car Update

Progress with this project was noted. Formal quotations had now been forwarded to interested businesses. Uppingham will have at least one electric car charging point.

10. Broadband Wifi Update

Christer Karlsson provided Directors with an update on developments at Rutland Telecom and the negotiations currently underway to bring high quality fibre connections into the town centre.

The Secretary reported on a £360k expression of interest bid to DEFRA to fund the Uppingham Mast Project which had the potential to bring high speed broadband to many 'hard to reach' villages in Rutland, Leicestershire and Northamptonshire. Three Rutland villages and two Leicestershire villages had been selected to participate in the pilot with a long list of other village communities interested if the mast got the go ahead. Leicestershire County Council Cabinet members and officers had submitted excellent letters of support for the project as had Leicestershire Rural Community Council. DEFRA had enquired about support for the project from Rutland County Council. The Secretary had been obliged to confirm to DEFRA and BDUK that a letter of support had been sought through the relevant officer, but not given. Nevertheless the bid had been submitted and accepted for consideration.

11. State of the High Street Report

The imminent closure of the High St sweet shop was noted with regret.

The Mary Portas High Street Review proposals for market towns were next discussed. Some were thought to be sensible and a few considered inappropriate for Uppingham. The page 38 encouragement for business to take a lead in neighbourhood planning was noted. Following significant discussion on the arguments for and against submitting a bid for one of the Portas Review Pilot grants, it was unanimously agreed that it would be detrimental to local business and the image of Uppingham and Rutland for a public case to be made that Uppingham High Street was sufficiently run down to justify a Portas Grant. It was noted with regret that without consulting local business, the RCC Economic Development Unit was urging the Town Partnership to consider such a bid. The Secretary agreed to notify RCC colleagues of the Partnership's view.

12. Promotions

Golden Ticket – The February search is now under way

Easter Egg Hunt – The Business Forum decision to host an Easter Egg Hunt was noted

Uppingham Jubilee Mug – This high quality product would be available from mid-March at £9.99.

13. 2012 Events

Stilton Classic Vehicle Run – Over 170 cars are already booked into this event

Jubilee – Noted that the Town Council has asked the Town Partnership to organise one or more Jubilee events

Olympics Opening Event – Agreed that in the absence of a funded county wide programme this not be progressed

Community Design Day – Agreed that the Partnership arrange such a day in consultation with local developers

Business Concerns over Road Closures – The Business Forum debate on this issue was noted. Agreed that the way forward was for all event organisers to consult with affected local businesses and residents at the planning stage.

14. Proposal to Establish Academic Links with a Local University

Agreed that this be progressed by the Secretary in consultation with the Chair

15. Any Other Business

None.

16. Date of Next Meeting

AGM - May 10th 2012 at 6pm in Don Paddy's.

Ron Simpson February 19th 2012

Agreed as a True Record Signed Date

Copies for Information: Town Clerk UTC; Chief Executive RCC

Chair: Robert Wills Vice Chair: Kenneth Bool Secretary/Treasurer: Ron Simpson

Minutes of a Board Meeting Held on May 10th 2012 in Don Paddy's at 6.30pm

Present

Business Directors: Edward Baines, Christer Karlsson, Cath Gilbert, Ron Simpson, Robert Wills

Community Directors: Mark Shaw; David Lewis (Retiring Director)

Town Council Observer: Cllr David Ainslie.

Local Government Director: Cllr Kenneth Bool

1. Apologies

Business Directors: Tony Fowell, Geoffrey Pointon

2. Chair's Opening Remarks

Robert Wills welcomed everyone including Mark Shaw, a new Director nominee from the Neighbourhood Forum.

3. Declarations of Interest

Board members were reminded of the requirement to declare interests if a decision making item was relevant to their business or community interests. Director Christer Karlsson and Retiring Director David Lewis declared an interest in Agenda Item 12, the Uppingham Open Access Network.

4. Notes of the Board Meeting held on February 16th 2012

These were agreed as a true record and signed by the Chair.

5. Matters Arising

Minute 6g - Work on the Register was now likely to commence in July.

Minute 8 - The LCC workshop has been delayed until later in the year.

Minute 9 - Three charging points were now installed and working. RCC was to progress public charging points in Oakham and Uppingham. Work was continuing to promote business use of electric vans.

Minute 10 –The Secretary reported that all Rutland BDUK broadband funding bids had been deferred to allow joint discussions on overlap between the projects. Following a meeting with RCC and the North Luffenham Trust arranged by Defra, a further meeting had been arranged between Uppingham First and RCC to share information on the 10% hard to reach areas of Rutland. At this meeting the Secretary had been asked to sign a confidentiality agreement which was unusual in that it referred to him personally rather than the company. He had declined to sign it without legal advice but undertook to report back to Directors to ascertain their views on the matter. Following discussion it was agreed the document was most unusual and that potentially a number of Board members had an interest. With Cllrs Bool and Baines abstaining, it was resolved that Board members felt unable to approve the signing of the document and that Defra and BDUK be advised that the Secretary was instructed to make enquiries of the RCC Legal Department as to why the document had been drafted in such a manner.

Minute 12 – The Secretary reported that the Chocolate Easter Egg Hunt had been a great success.

6. New Director Appointments

The appointment of Mark Shaw to the Board as a Community Director was officially acknowledged and approval given for Companies House to be notified.

7. Secretary/Treasurer's Report

- c) **Quarterly Finance Update & Audit** – In accordance with insurance requirements all transactions and bank statements subsequent to the last meeting were presented and witnessed. Bank balances stood at £3508.69
- d) **Significant Meetings and Correspondence** – Discussions with electric vehicle manufacturers were noted; Presentations from, and meetings with, various Uppingham Developers were noted; Receipt of the Oakham Festival Programme was noted
- e) **2012 Budget** – This was approved and is appended to these minutes
- f) **Business Forum AGM Notes** – Circulation and content noted. The good level of attendance was noted and the guest speaker, Martin Traynor OBE, said to be excellent by many business representatives.
- g) **Neighbourhood Forum AGM Notes** – The notes are appended to these minutes. The meeting was well attended
- h) **Partnership Merger Update** – Although there had been little joint action to date, the forthcoming AGM of 'The Uppingham Town Partnership' company was noted. It was agreed to adjourn further action for three months to allow the company's 'post AGM' Board to respond
- i) **LSP Update** – Notes of recent Infrastructure and Tourism Group meetings have been previously circulated
- j) **HSBC Bank Closure** – The actions agreed at the AGM of the Business Forum were noted and supported.

8. Golden Ticket

Following discussion it was agreed:-

- g) That the next ticket search should be promoted in the county press
- h) That a special event be held on July 3rd 2012 to coincide with the arrival of the Olympic Torch. Top ticket value to be raised to £500 with the prize being jointly sponsored by Arnold Wills and Rutland Telecom. Clues to be published online and in shop windows.

9. Products Update

The Secretary reported on a proposal from David Barnes of the Uppingham School Bookshop and Director Tony Fowell to enter a profit sharing agreement for a new range of Uppingham branded products. The bookshop would put up the initial capital required. Resolved that the proposed arrangement be approved and the Chair progress the acquisition of suitable copyright images.

10. Uppingham Neighbourhood Plan

Task Group Chair Edward Baines reported on progress to date. He tabled notes of the last meeting of the Task Group for Director information (appended to these minutes). The group were working well together. Following discussion it was agreed:-

- a) That Directors approve the proposal that Uppingham Town Council become the accountable body for the project
- b) That acting on advice received from the Department of Communities and Local Government (DCLG) RCC be asked to settle its outstanding account with Uppingham First
- c) That RCC be requested to transfer £15k (less the amount owed to Uppingham First) to Uppingham Town Council where it will be placed in a ring fenced account for use by the Task Group
- d) That the Partnership continue to offer administrative support and leadership to the Task Group
- e) That the present membership of the Task Group be supported, but Uppingham Town Council be invited to write to Ayston Parish encouraging them to support the Plan and offering representation on the Task Group if desired
- f) That the Partnership support the mounting of a 'Meet the Developer Event' to be held on June 30th in Uppingham Town Hall.

11. Events Report

Eyebrook Walk 2012 – Very wet! Thank you to Directors for sponsoring a walker

Stilton Cheese Classic Vehicle Run 2012 – A great success. Much praise for the town's arrangements and staff at The Falcon Hotel. Many thanks to Uppingham School for the use of their land. Town has been invited to host the 2013 event.

Olympic Torch – July 3rd 2012 – Partnership collaborating with the Town Council. Special meetings held with participating businesses – Extra bunting being funded by businesses. A party is to be held in The Falcon Hotel commencing 5pm.

12. Proposal to Install a 1Gb Open Access Network in Uppingham

Christer Karlsson provided Directors with an update on the latest developments at Rutland Telecom and the negotiations currently underway to bring high quality fibre connections into the town centre. There was considerable interest in the project from local businesses and a community presentation was being organised for residents from the North East quarter of town.

13. Partnership Priorities for 2012

It was agreed that a significant priority for the partnership should be more work to achieve the merger of the town's two partnerships. The present situation was of concern to local businesses and community groups. Prompt action was required after the Town Partnership's AGM. Major projects such as the Fibre to the Premise Broadband Network, the Neighbourhood Plan and the Broadband Mast would be best achieved by everyone working together.

14. Any Other Urgent Business

None

15. Date of Next Meetings

AGM - May 9th 2013 at 6pm in Don Paddy's

Quarterly Meeting – September 13th 2012 at 6pm in Don Paddy's

Ron Simpson May 20th 2012

Agreed as a True Record Signed Date

Copies for Information: Town Clerk UTC; Chief Executive RCC

Chair: Robert Wills Vice Chair: Kenneth Bool Secretary/Treasurer: Ron Simpson

Minutes of a Board Meeting Held on September 13th 2012 in Don Paddy's at 6pm

Present

Business Directors: Edward Baines, Tony Fowell, Christer Karlsson, Cath Gilbert, Ron Simpson, Robert Wills

Town Council Observer: Cllr David Ainslie.

Local Government Director: Cllr Kenneth Bool

1. Apologies

Business Directors: Geoffrey Pointon

Community Directors: Mark Shaw

2. Chair's Opening Remarks

Robert Wills welcomed everyone to the meeting noting that there were a number of very important issues to be discussed.

3. Declarations of Interest

Board members were reminded of the requirement to declare interests if a decision making item was relevant to their business or community interests. Directors Christer Karlsson and Ron Simpson declared an interest in Agenda Items 14(a) 17 and 18, Digital Uppingham and Digital Rutland. Director Robert Wills declared an interest in agenda item 17, Digital Uppingham. As the County Council's nominee to the Board, Director Kenneth Bool declared an interest in Agenda Items 12, Section 106 Monies and Item 15, Ashwell Prison.

4. Notes of the Board Meeting held on May 10th 2012

These were agreed as a true record and signed by the Chair.

5. Matters Arising

None.

6. New Community Director Nominations

It was noted that these would be made on September 27th 2012 by the Executive of the Neighbourhood Forum.

7. Secretary/Treasurer's Report

- k) **Quarterly Finance Update & Audit** – In accordance with insurance requirements all transactions and bank statements subsequent to the last meeting were presented and witnessed. Bank balances stood at £4,410.21. A change of insurance brokers, notified by Action for Market Towns (AMT) was noted. New specialist partners had been appointed by AMT and therefore Tennyson Insurance would now be acting on their behalf. It was anticipated that this would lead to a reduction in premiums
- l) **Significant Meetings and Correspondence** – Discussions with electric vehicle manufacturers were noted; contact with various Uppingham developers was noted; further discussion with representatives of the company formed by Uppingham Town Partnership was noted with disappointment being expressed at the lack of progress. It was acknowledged that the Neighbourhood Forum was to make two Director nominations and that this, together with a review of local government representation on the Board, presented the best ever opportunity for integration of the two partnerships. It was agreed the attitude and conduct of Rutland County Council would be a significant component in any move forward and that discussions should be brought to a close by Christmas, given the large projects to be undertaken in 2013. It was resolved that a final meeting be

sought with UTP representatives to urge them to seize the present opportunity of an amicable merger presented by the collaborative stance being taken by the Neighbourhood Forum; a letter from the Uppingham Surgery updating the Board on the proposed move to Uppingham Gate was noted together with a request to include the present site in the Asset Register to be published by the Partnership. The Surgery was to hold a public meeting on October 11th 2012 at Uppingham Gate to update the community on the move; Ron Simpson's attendance at a Leicestershire Chamber of Commerce IT event on 'Cookie Law' was noted, as was his proposed attendance at a Leicestershire County Council Partnerships Peer Review Event

- m) The notes and outputs of recent meetings of the LSP Infrastructure and Tourism & Leisure Groups were noted.

8. Golden Ticket

The Secretary reported that the next Golden Ticket search would commence on September 29th 2012.

9. Economic Update and Partnership Priorities for 2013

Following discussion on the economic climate, it was agreed that Uppingham as a business and trading centre continued to flourish but still had a number of empty properties to let. The Uppingham Gate development site was noted as a prime 'employment' asset. The arrival of four new businesses in the High Street was noted with pleasure. The potential economic impact of the town's 'fibre to the premise' network was next discussed and all agreed it presented a unique opportunity to attract new businesses. Following further discussion on how the Partnership might be proactive in attracting new employers, it was agreed that a gathering of invited senior representatives of the IT industry be organised for early in the New Year by which time the fibre network would be up and running. During 2013 further work would also be done to promote and market the town as a tourism destination.

10. Product Sales Update

It was agreed this information be circulated

11. Gas Main Work

The Chairman confirmed that the proposed major works in the town centre would have a significant impact on local businesses and the resident community. The Secretary advised that a County Council advisory letter initially sent only to the Town Council, had now been received by him and circulated to local businesses and Neighbourhood Forum members. Disruption was likely to be significant.

12. Section 106 Monies

The publicity campaign around the up-front financial contribution being demanded by Rutland County Council from residents in the community proposing to build a single property on their own land was noted. It was agreed that this local policy was likely deter many from constructing a property and consequently impact upon local builders and their suppliers.

13. Uppingham Neighbourhood Plan Update

Task Group Chair Edward Baines reported on progress to date. The Task Group had entertained civil service guests from the Department of Communities and Local Government (DCLG), generating much positive publicity and had held a developer engagement event. The Group had produced a series of recommendations for development sites around the town. The community had been invited to support or challenge these recommendations with the help of a special edition newsletter and voting sheet delivered to every household by the Uppingham Neighbourhood Forum. The next meeting of the Forum would be used to report back to the community on the outcomes of the ballot and outcome were being published in the Neighbourhood Forum section of the Partnership's web site at www.uppinghamfirst.co.uk. Work had now commenced on possible developments for Tods Piece and a User Survey was planned for week commencing October 1st 2012.

Directors noted with pleasure the good feedback on the work of the Task Group and the positive profile being given to the town by colleagues from DCLG. The Secretary reported that a photograph taken with the DCLG visitors at Uppingham Gate was to appear in a new DCLG newsletter on N Planning. Uppingham First had also been invited to participate in a new national grouping of Business Front Runners which should provide a valuable exchange of information.

14. Policing and Community Safety Update

- a) Uppingham Telephone Exchange Investigation – The police investigation into this incident is continuing and a £1000 reward for information leading to the arrest and conviction of the person(s) responsible for twice switching off the Rutland Telecom signal has been published and notified to the police. It is understood that BT, who own the exchange, have admitted that one or more of their engineers were on the premises at the time of the first incident. A full report will be made to the Uppingham Business Forum which next meets at 5.30pm on October 16th 2012 in The Falcon Hotel
- b) Parking Enforcement – The inability of the authorities to effectively deal with the parking of numerous vans in the High Street covered in adverts was discussed. Rutland County Council had indicated some time ago that they were seeking additional powers for Traffic Wardens, but no effective action had yet been taken. The Chair confirmed that he had been advised by RCC Officer Garry Toogood, that the County Council already had the necessary powers. The Police appeared to be unable to use any of their powers, despite one of the vehicles being parked so as to be an obstruction for those in wheelchairs. It would appear that the only answer was to place yellow lines outside the bookshop. Everyone was now looking to the County Council for effective action. Directors Baines and Bool agreed to pursue the matter.

15. Ashwell Prison – Impact upon the Property Market

Concerns were raised over the consequences of Rutland County Council deciding to invest public money in the acquisition and development of the Ashwell Prison site. In effect, Uppingham council tax payers were being asked to fund the development of start-up business units which would then offer subsidised competition to the town's own employment sites. Some argued that this was inappropriate public sector interference in the free market. Directors Baines and Bool argued that knowledge of the full facts might influence Director thinking on the matter. It was therefore agreed that the relevant RCC portfolio holder, Terry King, be invited to meet Directors to discuss the matter.

16. LEP Growth Prospectus – Consultation Document

It was noted that the Local Enterprise Partnership (LEP) had not circulated this document to Uppingham businesses. It was however on the LEP website.

It was agreed that:

- a) The LEP be notified of the Partnership's concern about the lack of communication with the Uppingham business community
- b) The Partnership collate a response to the LEP's Growth Prospectus in consultation with the Business Forum

17. Digital Uppingham

The Secretary's updating report was noted and is appended to these minutes for information.

Updating information on the Uppingham 'Fibre to the Premise' Network is contained within the report.

18. Digital Rutland

The Secretary's updating report is appended to these minutes and includes the progress made with the electric vehicles project.

The Uppingham Mast Project has received the go ahead from Defra and BDUK. A full bid for grant aid will now be prepared and rural communities in the 'hard to reach' areas contacted.

19. Date of the Next Business Forum

This was agreed as October 16th in The Falcon Hotel.

20. Any Other Business

- a) Cash Machine – David Ainslie updated board members on progress with the installation of a replacement cash machine in the Market Place. A planning application had now been submitted in

respect of a LINK type cash machine to be installed at the site of the present telephone box. The proposed machine would incorporate a replacement telephone

- b) Electric Car Charging Point – David Ainslie reported on a Town Council initiative to install a public charging point using its own car park
- c) Sunday Trading – The Chairman reported on an initiative to operate a trial Sunday ‘open day’ just before Christmas. Support for the project was being sought and the proposal would be raised at the next meeting of the Business Forum.

21. Date of Next Board Meeting

Tuesday November 27th 2012 in Don Paddy’s commencing at 6pm

Ron Simpson September 25th 2012

Agreed as a True Record Signed Date

Copies for Information: Town Clerk UTC; Chief Executive RCC

Chair: Robert Wills Vice Chair: Kenneth Bool Secretary/Treasurer: Ron Simpson

Minutes of a Board Meeting Held on November 27th 2012 in Don Paddy's at 6pm

Present

Business Directors: Edward Baines, Christer Karlsson, Ron Simpson

Community Director: Mark Shaw

Town Council Observer: Cllr David Ainslie.

Local Government Director: Awaiting nomination from RCC

1. Apologies

Business Directors: Tony Fowell, Cath Gilbert, Geoffrey Pointon, Robert Wills

Community Directors: Two to be elected in January 2013

2. Chair's Opening Remarks

In the absence of the Chair and Vice Chair, Edward Baines was elected to chair the discussions. Edward welcomed everyone to the meeting.

3. Declarations of Interest

Board members were reminded of the requirement to declare interests if a decision making item was relevant to their business or community interests. Directors Christer Karlsson, Mark Shaw and Ron Simpson declared an interest in Agenda Item 13C, Digital Uppingham – Fibre Network. Christer Karlsson also declared an interest, as a sponsor, in Agenda Item 8 – Golden Ticket.

4. Notes of the Board Meeting held on September 13th 2012

Prior to agreeing the minutes of the last Board the Secretary drew Directors attention to the content of a letter sent directly to the Chairman by the Secretary of the Uppingham Town Partnership. The letter did not bear the statutory company credentials. The content of the letter suggested that the minutes prepared by the Secretary and authorised by the Chair did not somehow accurately reflect the views expressed, and the decisions taken, by Directors at the Board meeting held on September 13th.

Following lengthy discussion on the business and legal issues arising from the activities of The Uppingham Town Partnership Ltd and its wider membership it was agreed that:-

- a) The Board approve the minutes of September 13th as an accurate record of the meeting and that they be signed by the Chair
- b) That a final meeting of both partnerships be sought before Christmas prior to making a public statement about the partnerships' failure to merge and the Board's remaining community vacancies filled by the proposed nominees from the Neighbourhood Forum in January 2013. This meeting has now been agreed for December 17th 2012.

5. Matters Arising

No other matters.

6. Director Nominations/Resignations

The Secretary reported receipt of a letter of resignation as a Director of Uppingham First from RCC representative Cllr Kenneth Bool. In a related telephone call Cllr Bool had cited family health issues and the fact that he no longer lived in Uppingham. It was agreed to formally accept the resignation and thank Cllr Bool for his Board service to date. Companies House has been advised and has acknowledged the change in company details.

It was noted that the remaining community directors would be formally appointed at the next meeting.

7. Secretary/Treasurer's Report

- n) **Quarterly Finance Update & Audit** – In accordance with insurance requirements all transactions and bank statements subsequent to the last meeting were presented and witnessed. Bank balances stood at £4,272.54. A change of insurance brokers to Tennyson Insurance via Action for Market Towns (AMT) had resulted in a reduced public liability insurance premium of £97.52 for 2013. Start date of the new policy was to be Jan 1st 2013, the beginning of the new financial year. A similar approach was to be taken with Director Insurance and defibrillator cover. Expenditure totalling £276.22 related to reimbursement of travelling and hosting costs related to the N Plan were reported and agreed. These would be recharged to the Task Group budget.
- o) **Significant Meetings and Correspondence** – The Secretary reported on his participation in the following meetings and visits:- A public meeting organised by the doctors surgery regarding the move to Uppingham Gate; hosting a visit from BBC TV East Midlands on behalf of Rutland Together to film the electric car project; attendance at a Department of Communities and Local Government (DCLG) Working Group on Business led Neighbourhood Plans; a Leicestershire County Council Partnership Peer Review Event; A visit to Uppingham by Gareth Bradford, the DCLG policy lead on Neighbourhood Planning; various presentations and surveys for parishes on the Uppingham Mast Project and finally one LSP sub group meeting. It was further reported that a meeting had now taken place with representatives of Rutland County Council to express Uppingham First concerns about Council Tax monies being used to subsidised business rents at the Ashwell Prison development, arguably therefore, unfairly competing with similar properties in Uppingham. It was noted that RCC was not willing to reveal the level of public expenditure on the project but the Deputy Leader stated that all elected county councillors had been provided with the full facts and figures on the project. The Secretary also reported receipt of the annual Ofcom Business Radio Licence Validation Form on behalf of Pub Watch, a letter from the European Union seeking more information on the provision of fibre broadband in Rutland and finally an e-mail containing details of the new Arts for Rutland Events Support Package which enabled low cost equipment hire for major events
- c) **Local Strategic Partnership Update** – Notes of the most recent Infrastructure and the Culture, Leisure & Tourism sub groups are attached to these minutes.

8. Golden Ticket

The Secretary reported that the next Golden Ticket search would be a Sunday Christmas Shopping special worth £600 to be held on December 23rd 2012. The prize is to be 10 £60 shopping vouchers, one to be spent at each of the ten businesses participating in the scheme. Cost of the initiative has been jointly sponsored by Arnold Wills and Rutland Telecom.

9. Late Night Shopping and Sunday Opening

The Secretary reported that all appeared to be going well with the arrangements for the Late Night Shopping event and many businesses had been invited to participate as had some stall holders.

The Secretary further reported on a new pre-Christmas Sunday opening initiative organised by Nick from Smalls in partnership with The Falcon Hotel and other local businesses. This initiative will concentrate on encouraging visitors to come into town for a last minute shop at local businesses. Music and Christmas Carols are to be provided during the day and into the evening. The special £600 Golden Ticket will be run and there will be no stalls to detract from local business. Uppingham First is to advertise the event in the local media.

10. Neighbourhood Plan Update

Edward Baines updated Directors on the work and achievements of the Neighbourhood Plan Task Group he is chairing and which is being administered by the Uppingham First Secretariat working with the Town Council.

Survey work on development sites was now complete and the community's preferences ascertained. Survey work on the future development of Todds Piece was almost complete and the responses were about to be analysed. The Task Group was keeping in close touch with DCLG and local Architect David Allsop had offered to do some pro bono work creating illustrations of the outcomes for public consultation. To date there had been 20 meetings of the Task Group. The Task Group was now turning its attention to economic development and tourism issues. It wished to consult local businesses and others on such matters as the

need for a second supermarket, the potential interest of Station Road businesses in relocating to another site, for example Uppingham Gate, the further development of the heritage appearance of the High Street and Market Place and the business case for Development Orders perhaps controlling signage, shop frontages and lighting. Following discussion it was agreed that all these matters be put before a meeting of the Business Forum to be held in January; date to be notified separately to local businesses.

11. Localism

It was noted that a commitment to Localism involved the participation of Town Council, local businesses, community groups and community partnerships such as Uppingham First. The Town Council was currently meeting with the County Council to explore what services and assets might lend themselves to local governance. The Town Council was currently ascertaining the value of local car parks and the library building. The Partnership would need to consider its desired level of proactivity on the issue, perhaps via discussion at the Business Forum.

12. Policing and Community Safety Update

The introduction of Beacon Officers was noted. Also a change of shift patterns which would allocate more officer time and numbers to Friday evenings and the weekend.

The move to integrate Business Watch with other forms of Watch on the new Neighbourhood Alert system was noted.

The election of Rutland resident Sir Clive Loader as Police and Crime Commissioner was noted.

13. Digital Uppingham Update

Progress in planning Phase 1 of the town's new fibre to the premise network was noted. It was expected that the first cabinet would be installed just before Christmas and the network dig commence on January 3rd 2013.

The Uppingham Mast project now had approval to submit a full bid for funding to Defra and BDUK. A preliminary expression of interest document had produced four interested companies to date. A full EU procurement process would be commenced in January. Village surveys had commenced. Further information from Rutland County Council was still awaited. Northamptonshire and Leicestershire County Councils were collaborating.

A Digital Employers Symposium was now planned for March 2013. It was agreed that the Town Council and the Uppingham Gate developers be invited.

14. Business Forum Report

Notes of the last meeting are attached to these minutes. The issue of Uppingham becoming a Fair Trade Town had been discussed. A letter from local farmer and NFU representative Andrew Brown urging that priority is given to local produce whenever possible was noted. The Town Council's thoughtful resolution on the subject was also noted.

15. Partnership Views on Signage

It was agreed that this matter be discussed at the January Business Forum as part of the N Plan considerations.

16. Any Other Business

David Ainslie reported on the progress being made with the Heritage Trail and upon the successful installation of a new cash machine in the Market Place.

It was noted that there was Trader interest in the Farmers Market recommencing in the Spring. The concept of a larger quarterly Farmers Market on Tods Piece was also supported.

17. Date of the Next Board Meeting

It was agreed that this be circulated.

Chair: Robert Wills Vice Chair: Edward Baines Secretary/Treasurer: Ron Simpson

Minutes of a Board Meeting Held on May 23rd 2013 in Don Paddy's at 6.30pm

Present

Business Directors: Edward Baines, Cath Gilbert, Jane Lang, Geoffrey Pointon, Ron Simpson, Robert Wills

Community Directors: David Lewis, Mark Shaw

Town Council Observer: Cllr David Ainslie.

Local Government Director: Awaiting nomination from RCC

1. Apologies

Business Director: Christer Karlsson

Community Director: Janet Thompson

2. Chair's Opening Remarks

Robert Wills welcomed everyone to the meeting and in particular new board member Jane Lang.

3. Declarations of Interest

Board members were reminded of the requirement to declare an interest if a decision making item was relevant to their business or community interests. David Lewis, Mark Shaw and Ron Simpson declared an interest in Item 13, Broadband Update. Mark Shaw and Robert Wills declared an interest in Item 15, Community Infrastructure Levy.

4. Notes of the Board Meeting held on November 27th 2013

These were agreed as true record.

5. Matters Arising

None

6. Secretary/Treasurer's Report

- a) **Quarterly Finance Update & Audit** – In accordance with insurance requirements all transactions and bank statements subsequent to the last meeting were presented and witnessed. Bank balances stood at £2,809.22. Expenditure totalling £1646.76 related to the Draft Neighbourhood Plan was reported and agreed. This would be recharged to the Task Group budget and reimbursed by Uppingham Town Council.
- b) **Significant Meetings and Correspondence** – The Secretary reported on his participation in the following meetings and visits:- Various meetings with developer representatives with regard to the Neighbourhood Plan; A meeting with a representative of Coop Headquarters regarding potential Coop contributions to the Neighbourhood Plan and parking issues around the store; various meetings connected with events, the low carbon vehicle initiative, Digital Uppingham and the new fibre network. The Secretary also reported on correspondence from the Town Twinning Association and Leighfield School thanking the Partnership for donations. Following discussion it was agreed to donate £25 to the Regiment Support Service of the Royal Regiment of Fusiliers. The Secretary finally reported on the Partnership's attendance at various national events including DCLG and Design Council workshops, a CENEX event on the new grant scheme for electric car charging points and Action for Market Town (AMT) events on fund raising and market town sustainability
- c) **Partnerships Update** – Following discussion on the recent talks with the Uppingham Town Partnership it was agreed that no further action be taken on the issue

- d) **Local Strategic Partnership (LSP)** – The Secretary asked directors to note the Uppingham First representation on the Infrastructure and Culture and Leisure Groups of the LSP. Minutes of the meetings were circulated as they arrived
- e) **Banking Discussions** – The Secretary reported on a positive meeting and subsequent telephone discussions with a quality European Bank. An update on the bank's progress toward opening a branch in Rutland would be reported by the end of the year.

7. Golden Ticket

The Secretary reported on the success of Golden Ticket which had attracted interest from around the UK. He was pleased to report that sponsor Rutland Telecom had agreed two more searches in 2013. One in September and one in December on 'Wrap it up Sunday' 2013.

8. Web Site

The Secretary reported on the continued success of the web site which now hosted a link to the Draft Neighbourhood Plan. The site was due for a major refresh in 2013/14.

9. Advertising on Shoreline Buses

The Secretary reported on mounting concern among local businesses with regard to proposed advertising on the new Shoreline buses. Town Partnerships had been offered priority placement of advertising as had paid up members of Discover Rutland. This was regarded by many as discriminatory and detrimental to Uppingham given that the buses had been funded by a grant from government and a number of Uppingham businesses were concerned about the operation and construct of Discover Rutland. David Ainslie reported that the proposed launch of the bus service had been put back to a date when the Mayor was in Caudebec en Caux on a twinning exchange visit. The Secretary further reported that he had requested advertising space for Uppingham and agreed the offered terms but had been advised he would be contacted at a later date. As yet no further communication had been received. It was agreed the matter be further investigated.

10. Products Update

The Secretary reported that all the current batch of Uppingham Mugs had been sold but a few Jubilee Mugs were still available. The Board recorded their appreciation of the work retiring director Tony Fowell who had used his business premises to market the mugs. It was agreed that a letter of appreciation be sent to Tony thanking him for all his work for the Partnership.

11. Neighbourhood Plan

Edward Baines updated directors on the work and achievements of the Neighbourhood Plan Task Group he is chairing and which is being administered by the Uppingham First Secretariat working with the Town Council. After 18 months of hard work by the team of volunteers a Draft Plan was now ready for public consultation and had been approved by the Town Council. A further grant to cover printing costs had been secured from Locality. The Plan could be viewed at a new web site at www.uppinghamneighbourhoodplan.info

12 Events Update

The Uppingham First Partnership has supported a series of successful events since the last meeting. Wrap it up Sunday 2012 had gone well. The Partnership had walkers in The Eyebrook Walk which had raised a significant sum for LOROS. This year's Stilton Cheese Classic Vehicle Run had excellent weather and attracted 300 vehicles and over a thousand visitors to the town. Wrap it Up Sunday 2013 was scheduled for December 22nd 2013. It was hoped to reschedule the event for high tech employers for the autumn and there was the possibility of the town hosting EFMCAMP for 2014.

13. Broadband Update

The Secretary reported that the Partnership's collaboration with Gigaclear and Rutland Telecom had borne fruit with Uppingham now being in the top 1% of the world for available broadband speed. The new fibre to the premise network had been officially opened by the Mayor of Uppingham and had received considerable publicity around the UK.

Uppingham First was now using the network both for broadband and telephone. The results were outstanding. A new company telephone number 01572 495050 was in operation, reducing operational costs. The office had upload and download speeds of 900Mb+ with wireless speeds approaching 40Mb. It was noted that one of the businesses at Uppingham Gate had also connected to the network.

The Uppingham Mast project was almost ready to proceed and the full bid for funding to Defra and BDUK would be made in September.

It was noted that the BT and Rutland County Council Digital Rutland Project was to compete with the Gigaclear Network in Uppingham. This was to offer 'fibre to the cabinet' and speeds of up to 60Mbps according to their advertising.

Following discussion it was agreed that the Partnership collaborate with the Accent Nene Housing Association, the Beeches Residents Association and AMS Building Services to fund free connections and a one year free broadband service to affordable homes in Phase 1 of the network.

14. RCC Sites Allocation and Policies Document Consultation

It was agreed that this document be supported, except where it conflicted with the Draft Uppingham Neighbourhood Plan

15. Community Infrastructure Levy Consultation

The priorities for CIL expenditure identified in the Draft Uppingham Neighbourhood Plan were supported.

Concern was expressed over the economic impact and level of proposed charges for new developments including housing and hotels. It was difficult to comprehend the rationale behind the figures as they were likely to have a detrimental impact on the construction industry and local builders and affect property prices in an already expensive county. It was agreed that a letter be sent to RCC acknowledging the need for infrastructure contributions with some types of development but challenging the proposed figures.

16. Partnership Priorities

It was agreed these should be as set out in the Annual Report but include a costing exercise on the provision of a local bus service.

Any Other Business

None

17. Date of the Next Board Meeting

This was agreed as September 12th 2013 at 6pm in Don Paddy's.

Ron Simpson June 12th 2013

Agreed as a True Record Signed Date

Copies for Information: Town Clerk UTC; Chief Executive RCC

Chair: Robert Wills Vice Chair: Edward Baines Secretary/Treasurer: Ron Simpson

Minutes of a Board Meeting Held on September 12th 2013 in Don Paddy's at 6.30pm

Present

Business Directors: Edward Baines, Cath Gilbert, Jane Lang, Ron Simpson, Robert Wills

Community Directors: David Lewis, Mark Shaw, Janet Thompson

Town Council Observer: Cllr David Ainslie

Local Government Director: Awaiting nomination from RCC

1. Apologies

Business Directors: Christer Karlsson, Geoffrey Pointon.

2. Chair's Opening Remarks

Robert Wills welcomed everyone to the meeting and in particular new board member Janet Thompson.

3. Declarations of Interest

Board members were reminded of the requirement to declare an interest if a decision making item was relevant to their business or community interests. It was agreed that this would be done if pecuniary interest matters arose during discussion.

4. Notes of the Board Meeting held on May 23rd 2013

These were agreed as a true record.

5. Matters Arising

None.

6. Secretary/Treasurer's Report

- p) **Quarterly Finance Update & Audit** – In accordance with insurance requirements all transactions and bank statements subsequent to the last meeting were presented and witnessed. Bank balances stood at £3935.56 with £726.37 owed to the organisation in recharges. Expenditure totalling £375.37 relating to the Neighbourhood Plan was reported and agreed. Expenditure totalling £351.00 relating to the Design Council Workshops was reported and approved. These would be recharged to Uppingham Town Council and the Design Council respectively.
- q) **Significant Meetings and Correspondence** – The Secretary circulated correspondence sent to Uppingham Parish Church as requested by the Business Forum
- r) **Local Strategic Partnership (LSP)** – The Secretary reported on his attendance at an LSP Infrastructure Group meeting earlier that day. Minutes would be circulated when available. It was noted that the next meeting of the LSP Culture and Leisure Group was to be held on Tuesday October 1st 2013
- s) **Appointment as Neighbourhood Planning Champion** – The Secretary reported on a letter received from the Department of Communities and Local Government (DCLG) confirming his appointment as a Neighbourhood Planning Champion. He was invited to an inaugural meeting of Champions at DCLG on October 16th 2013. Local authorities were starting to make contact following referrals to Uppingham First by DCLG officers.
- t) **Design Council Workshops** – The Vice Chair, Secretary and Janet Thompson reported on two successful workshops run by Uppingham First in partnership with the Uppingham Neighbourhood Forum intended to validate the content of 'Voicebox'. Voicebox is a new community toolkit designed to assist communities get involved in the design of local housing developments.

- u) **Uppingham Footfall** – Positive comment at the Uppingham Business Forum on improved footfall over the summer months was noted and endorsed by the Board.
- v) **Parking Update** – David Ainslie reported on the significant effort being made by the Town Council to secure control over off street parking pricing, policy and practice. It was hoped to conclude a Service Level Agreement with Rutland County Council by the end of the year. The concerns of local business and the Business Forum were noted regarding the present aggressive stance being taken by RCC Parking Wardens. Damage was clearly being done to the town's reputation as a visitor destination by their present modus operandi. Cllr Ainslie agreed to raise the matter at a forthcoming meeting with the Leader and Chief Executive of RCC to be held on September 19th 2013.

7. Notes of the Uppingham Business Forum held on September 5th 2013

UBF Notes have been circulated to local businesses and Directors by e-mail.

8. Golden Ticket

The Secretary reported that a Golden Ticket search was to be organised for the second half of September. Prize money would be deposited shortly by Rutland Telecom.

9. Website Software Update

Shane James, Managing Director of Rutland Telecom, is arranging a software update of the company website.

10 Advertising

a) Shoreline Buses

The Chairman and Secretary reported on correspondence received from RCC confirming the Partnership's fears over policy and decision making relating to advertising on the new Shoreline buses. Uppingham had clearly been unfairly treated and excluded. The Secretary reported that Cllr Roger Begy, Leader of RCC had now offered to rectify the matter and it was therefore agreed that:-

- a) An advert promoting the town
- b) More advertising space for Uppingham businesses

be pursued at a forthcoming meeting with RCC.

Further discussion centred on continued concerns about the operation of Discover Rutland as a private club and its relationship with RCC as a local authority. It appeared that Discover Rutland was using public funds and receiving RCC support, but not marketing the whole of Rutland. It appeared to prioritise the interests of its fee paying members. This was evidenced in recent media articles.

b) Uppingham Gate

Directors noted the concerns of the Business Forum over the disparity of treatment with regard to two employment sites in the county. There had been significant public expenditure to promote and develop the Ashwell Prison site but little to promote Uppingham Gate. Directors acknowledged this matter was to be raised by the Mayor and Deputy Mayor at a forthcoming meeting with the Leader and Chief Executive of RCC. A joint marketing campaign was to be proposed.

11. Broadband Update

The informative statements from BT and Rutland Telecom detailed in the notes of the Uppingham Business Forum were acknowledged.

12 Uppingham Webcam

Following a detailed outline of the project and its potential economic value to Uppingham it was agreed that:-

- a) The Partnership's planning application be noted
- b) The Chair, Vice Chair and Cllr Ainslie be authorised to agree the final equipment specification and supplier
- c) The Secretary's report on Codes of Practice be noted and the highest standards possible adopted
- d) The Secretary draft a Public Statement of Purpose
- e) The Partnership's Webmaster be appointed Data Manager, Principal Operator and published Contact

Officer

- f) The Secretary prepare a suitable Operational Policy and Procedures Document
- g) The Webmaster be invited to undertake appropriate training on webcam operation

13. Neighbourhood Plan Draft 2

Edward Baines reported on the progress being made with the second draft of the Uppingham Neighbourhood Plan and a very successful recent meeting with representatives of DCLG.

It is intended that the second draft will be ready for consideration by the N Plan Task Group at its next meeting on September 23rd. The draft agreed by the Task Group would then be aired with the local community at a meeting of the Uppingham Neighbourhood Forum on September 26th. It would then be forwarded to Uppingham Town Council for formal approval on October 2nd 2013. A six week period of public consultation would follow.

The Secretary confirmed that a £3750 grant had been secured from Locality to cover the majority of the cost of printing and distributing Draft 1 of the Plan. A further grant was being pursued for printing Draft 2.

14. Uppingham Hopper Bus

David Ainslie and Ron Simpson reported on the progress made to date with the exploration of the business case for establishing and operating an Uppingham Hopper Bus. Notes of the meetings held had been circulated. A critical issue was the likely passenger numbers for such a service. A community survey is to be undertaken by the Uppingham Neighbourhood Forum in its next newsletter. Manufacturers of suitable vehicles are being contacted. This includes Mercedes, with a view to evaluating the potential contribution of their electric minibus.

15. Post Office Community Enterprise Fund

It was agreed that the Secretary submit a proposal to Postmaster Robin Bromiley requesting his support for a bid to the fund for the Uppingham Hopper Bus Project.

16. Electric Vehicle Heritage Trail

The Secretary reported on discussions intended to grow the number of electric vehicle charging points in the county and to explore the possibility of an electric vehicle heritage trail as a tourist attraction. Chairman Robert Wills drew Directors attention to publicity given to the Scottish Government announcement that it wants all towns and cities across the country to be free of petrol and diesel emissions by 2050. It has produced a report entitled 'Switched on Scotland' outlining plans to help business and private buyers switch to electric cars. 100% grants for charging points are proposed in the report.

17. Revive and Thrive Challenge

The Secretary confirmed that Uppingham First was now registered as the town's lead on the national Revive and Thrive Challenge.

18. Events

a) BMW Electric Car Showcase – December 3rd 2013

BMW Sycamore Peterborough is to showcase two cars in the town. One all electric; the other electric with a 'supplementary battery charging engine'. Test drives will be possible. Uppingham First and BMW will issue invitations to the event later in the year

b) Late Night Christmas Shopping – December 5th 2013

It was confirmed that the date for this was fixed for December 5th 2013 and Lucy Stephenson would be in contact with businesses and community groups regarding participation.

c) Small Business Saturday – December 7th 2013

Ron Simpson reported on the background to this proposal which has its roots in the USA. Copyright is owned by American Express. The Government and major chambers of commerce are supporting its introduction into the UK. An Uppingham initiative was planned provided it did not impact on the Late Night Christmas Shopping Event

d) Wrap it Up Sunday

This year's event was to be on Sunday December 22nd 2013, the last Sunday before Christmas. More music and entertainment in the town centre was planned for this year. Further information would be circulated as soon as possible.

With four events on in December, the possibility of a 'December in Uppingham' leaflet was discussed. The Secretary agreed to explore the issue.

19. Any Other Business

a) Heritage Trail

David Ainslie updated Directors on the progress being made with the Uppingham Heritage Trail. A soft launch was planned for November with the main launch being in the Spring of 2014. David acknowledged the aspirations of the Business Forum and Uppingham First concerning the metal railings around the square. He confirmed that he hoped to address the issue with colleagues at a future date

b) Community Market with NFU

The Secretary reported on discussions to re-launch the Farmers Market as a Community Market with the NFU having already booked a stand. Discussions were ongoing with a target launch subject to certain building works being completed

c) Barcode

The Secretary reported on an approach from Barcode UK to host a government funded training programme for staff of retailers of alcohol. Initial enquiries had led to some concerns over the provider and the initiative was being further investigated

d) Research into the Classification of Market Towns

Ron Simpson reported on a request for support, in the form of an interview, from an Uppingham student studying the above subject at UCL in London. Members of Uppingham First, Uppingham Town Council, the Uppingham Neighbourhood Forum and the Rutland Consortium had met with him to respond to his questions and share opinions on the various models of classification

20. Date of the Next Board Meeting

This was agreed as Thursday December 12th 2013 at 6pm in Don Paddy's.

Reports circulated at the meeting included 1) AMT national survey of parking charges 2) AMT national survey on footfall.

Ron Simpson September 15th 2013

Agreed as a True Record Signed Date

Copies for Information: Town Clerk UTC; Chief Executive RCC

Chair: Robert Wills Vice Chair: Edward Baines Secretary/Treasurer: Ron Simpson

Minutes of a Board Meeting Held on December 12th 2013 in Don Paddy's at 6pm

Present

Business Directors: Edward Baines, Cath Gilbert, Jane Lang, Geoffrey Pointon, Ron Simpson, Robert Wills

Community Directors: Mark Shaw, Janet Thompson

Town Council Observer: Cllr David Ainslie

Local Government Director: Awaiting nomination from RCC

1. Apologies

Community Director: David Lewis

Business Director: Christer Karlsson

2. Chair's Opening Remarks

Robert Wills welcomed everyone to the last meeting before Christmas and noted a very long agenda.

3. Declarations of Interest

Robert Wills declared an interest in agenda items 12) Church Clock and 22) Harington School.

4. Notes of the Board Meeting held on September 12th 2013

These were agreed as a true record.

5. Matters Arising

None.

6. Secretary/Treasurer's Report

- w) **Quarterly Finance Update & Audit** – In accordance with insurance requirements all transactions and bank statements subsequent to the last meeting were presented and witnessed. Bank balances stood at £3798.71 with an additional £1055.68 owed to the organisation in recharges and outstanding invoices. Expenditure totalling £555.68 relating to the Neighbourhood Plan was reported and agreed
- x) **Significant Meetings, Correspondence & Conferences** – The Secretary reported on correspondence passed to him by the Town Clerk concerning the Uppingham Webcam. It was agreed the Secretary respond. The Secretary reported receipt of a letter from a retired local solicitor raising safety concerns about the Annual Town Fair. It was noted that the same letter had been sent to the Town Council who had responded as the 'accountable' authority. The Secretary reported on his attendance and participation in the December Westminster E - Forum event on high speed broadband. It was pleasing to report that the Uppingham 'fibre to the premise' 1Gb Network installed by Gigaclear had been described as 'Fantastic' by the Deputy Head of the Department of Media, Culture and Sport
- y) **Local Strategic Partnership (LSP)** – The Secretary reported on his attendance at an LSP Infrastructure Group meeting earlier in the month. Minutes had been circulated. It was noted that Uppingham First was to host the January 2014 meeting of the Infrastructure Group at The Falcon Hotel.

7. Golden Ticket – Wrap It Up Sunday 2013

It was noted that Rutland Telecom had agreed to fund two searches in 2013. The finder of the September £300 ticket was Mrs Dallimore of Uppingham. The final search of the year was to be on 'Wrap it Up Sunday 2013' when a single £300 ticket was to be hidden with its location clue published in the various open shops.

8. Website Update

The Secretary reported on various actions being taken by Rutland Telecom to update the partnership's website. A major update was required for 2014.

9. Policing

The Chair reported on a meeting with the new LPU Commander Inspector Louise Cordiner. In a very positive discussion she had reassured local business about sustaining the present level of policing in the county, indicated her support for a satisfactory presence in Uppingham and offered to attend a future board meeting.

She had also confirmed that it would be appropriate for a member of the beat team to attend the quarterly meeting of the Neighbourhood Forum to strengthen liaison with the community. It was agreed that Inspector Cordiner be invited to the next meeting of Uppingham First.

10. Uppingham Neighbourhood Forum

- a) **New Executive** - The Board noted the substantial Executive Committee elected by the Forum which was now chaired by Uppingham First Director Mark Shaw
- b) **Next Meeting** - The date of the next UNF meeting was noted as January 15th 2014 at 7.30pm
- c) **Springback Way Survey** - It was noted that a survey had been undertaken by the Forum on behalf of the Town Council. The objective of the survey was to ascertain resident opinion about proposals to make Springback Way safer, perhaps via a one way traffic system. Survey results would be published when analysed. The issue of highway safety at the junction of London Road with Station Road was raised as requiring attention as part of the solution for Springback Way. It was argued that traffic lights would be the ideal solution. It was agreed that the urgency of the matter would be raised with RCC Highways Department as part of the feedback about Springback Way.

11. Report on Presentations

- a) **Design Council** – The Secretary reported on a presentation made at an invitation only event at the Design Council in London. The purpose of the event was to attract further funding for the development and marketing of Voicebox, a toolkit designed to involve communities in local planning decisions. Uppingham was used as a case study for the event as it had helped pilot the toolkit earlier in the year
- b) **Action for Market Towns (AMT)** – The Secretary reported on a fee earning presentation by Uppingham First at a national AMT event in Stamford. The Partnership had been invited to present on its approach to promoting the Uppingham community, the vibrant Uppingham High Street, the innovation of local business, Digital Uppingham and its fibre broadband network and the Uppingham Neighbourhood Plan. Feedback from the event was excellent with Uppingham being perceived as a town that had got its act together. Delegates were particularly impressed by the town's democratic governance and consultation structure with an elected Uppingham First working with a Business Forum, Neighbourhood Forum and a Quality Parish Council set within a unitary county.

12 Town Hall Clock

The Secretary updated Directors on this matter. Cost quotations for modernising the clock mechanism were still awaited from the PCC. The Board's original letter was dated September 11th with the church's interim reply being dated October 14th 2013. It was noted that the Church had asked the Town Council for its views on the matter given that it contributed toward clock maintenance costs. Regrettably the Town Council had voted not to support modernisation of the clock mechanism, arguing there was no evidence of loss to local businesses. Following discussion on the failure of the Town Council to consult affected businesses, despite clear evidence of damage already done to the town's visitor industry and the impact evident in other towns where this situation had arisen, it was resolved to await the figures from the church and work for a sensible outcome to the issue. It was further noted that the matter would be raised at the January meeting of the Neighbourhood Forum.

13. First Aid Training

David Ainslie reported on his participation in the First Aid Training event organised for local businesses by Uppingham First. He thought the standard of tuition excellent and recommended a further programme in the

New Year. It was agreed that an invitation to the second event should also be extended to members of the community via the Neighbourhood Forum on a date to be agreed with tutors.

14. Parking Update

David Ainslie reported on the progress being made by the Town Council in its move to sign a Service Level Agreement (SLA) with Rutland County Council to bring parking policy and pricing under local control. Discussions were going well and it was hoped to agree and implement the SLA in time for the beginning of the new financial year.

15. Community Hub Update

David Ainslie updated Board members on the work being done to create a new Community Hub on the site of the present Town Hall. This was a long term project but, subject to the approval of Town Council, a grant bid was being prepared to take the project up to planning application stage.

16. Broadband Network and Uppingham Mast Projects

The Secretary reported on the progress being made in the further development of the Uppingham 'fibre to the premise' Network. It was hoped to make a significant announcement early in the New Year. RCC had now responded to a Freedom of Information Request affecting the Uppingham Mast Project. It should now be possible for the Mast Project to proceed in the New Year.

17. Uppingham Webcam

The Secretary reported on the arrangements being made to 'quality test' the Partnership's choice of camera prior to installation.

18. Neighbourhood Plan

- a) **Draft 2 Public Consultation** - As Chair of the N Plan Task Group, Edward Baines reported on the responses to date and the approaching deadline for amendments. A series of successful meetings had been held with Developers and Landowners with the final meetings scheduled for just before the deadline. A final meeting of the Task Group with Town Councillors was planned for Wednesday December 18th subject to no responses arriving on the final day. The final version of the Draft Plan would be placed before Uppingham Town Council for their approval on Monday December 23rd 2013. It would then be delivered by hand to RCC by noon on Christmas Eve. The project was on target for a May referendum
- b) **Champion Visits** - The Secretary reported on N Plan Champion visits by UF to Langham and Cottesmore parishes with a further presentation planned for Greetham in January
- c) **DCLG N Plan Champion Event** - The Secretary reported on his attendance at an inaugural event in London for N Plan Champions hosted by the Department of Communities and Local Government (DCLG) and attended by the Minister Nick Boles MP.

19. Uppingham Hopper Bus

Janet Thompson, David Ainslie and Ron Simpson reported on the progress made to date with the exploration of the business case for establishing and operating an Uppingham Hopper Bus. Minutes of a recent working group meeting and the results of the recent survey undertaken by the Neighbourhood Forum were circulated.

Following discussion it was agreed that:-

- a) There was sufficient evidence for the project to proceed further
- b) The meeting notes and survey results be attached to the minutes of this meeting
- c) The Working Group's findings to date be reported to the Neighbourhood Forum
- d) Uppingham Town Council be invited to join with the Partnership to call upon Rutland County Council to help validate the business case for a permanent Uppingham Hopper bus by supporting a six month trial service of a route to be agreed.

20. Late Night Shopping Review

The Secretary reported on a variety of views gathered informally on the success or otherwise of Late Night Shopping 2013. He also reported on a Civil Service enquiry as to whether the Partnership was to undertake a statistical study of the cost /benefits to local business.

In discussion Board members commented upon a good attendance (considering the weather) an excellent atmosphere in town, some busy shops and an excellent outcome for the night time economy. Less positive reports included many shops being closed, limited sales in some of the open shops, stalls blocking shop fronts and repeated complaints about the fairground not being relevant to Christmas. The view was put forward that Late Night Shopping was an excellent night out for the community but of limited business benefit to those not part of the night time economy. Perhaps the way forward was to accept this fact and develop 'Wrap it up Sunday' as a good day for business trading.

In order to ascertain business views on the subject, it was agreed that a survey of local business opinion should be undertaken early in 2014. It was further agreed that the Uppingham Town Partnership be invited to agree the survey be a 'joint project' with data outcomes shared. It was noted that the Uppingham Neighbourhood Forum was also to invite a community view on the matter.

21. Low Carbon Vehicle Project

The success of the BMW Electric Car Showcase was noted. As one idea for 2014, it was suggested that the organisers of the Stilton Cheese Classic Vehicle Event be invited to create a section to display electric vehicles.

22. Harington School Proposal

Following discussion, it was agreed that UF facilitate public dialogue on the case for a free sixth form school. It was noted that the Uppingham Neighbourhood Forum had the matter on its January agenda.

23. Local Enterprise Partnership (LEP)

- a) **LEP Summit** - The Secretary reported on his attendance at a Summit conference convened by the Greater Cambridge and Greater Peterborough LEP to which Rutland CC was a partner. The event looked at the LEP's Agenda for Growth and Operational Plan for 2013/14. The LEP had set itself the target of creating 160,000 new jobs by 2025. Worryingly however, no other Rutland businesses were present. One elected member and one officer from Rutland County Council attended
- b) **LEP Rutland Event** – Rutland County Council is hosting a LEP funded event entitled 'Rutland Growth Summit Agenda' at the Greetham Valley Hotel on January 8th 2014. UF Officers will attend.
- c) **Skills Survey** – Relevant local businesses are invited to complete the LEP Skills Survey at <https://www.surveymonkey.com/s/LEPskills>

24. BIS Request for Visit

The Department of Business, Innovation and Skills (BIS) has requested the opportunity to meet with Uppingham businesses to explore their experiences and discuss their participation in local decision making and planning. A date in January is to be agreed.

25. Ideas for 2014

Among those discussed were:-

- a) Updating the Partnership's AMT Mark Town Comparative Data and business database
- b) Developing links via Directors with both Leicester Universities
- c) Developing Director links with Cambridge University (The university is within the LEP boundary)

26. Grant Applications

- a) **Post Office Community Enterprise Fund** – Awaiting outcome of £10k bid for community transport
- b) **Revive and Thrive (£150k)** - Through to the full application round
- c) **Locality** - Second N Plan grant secured

27. AOB

- a) **Heritage Trail** - The Town Council were congratulated on the completion of the Heritage Trail
- b) **High Street Summit - Leicester** - It was agreed the Partnership be represented at this event
- c) **Planning School** - April 3/4/5 - It was agreed the Partnership be represented at this 3 day event.

28. Date of Next Meeting

Thursday March 6th at 6pm in Don Paddy's

Ron Simpson December 16th 2013

Agreed as a True Record Signed Date

Business Forum Minutes

(References to the Neighbourhood Plan highlighted in red)

Uppingham Business Forum
Meeting Notes November 3rd 2011

Present

Edward Baines (Rutland Books), A Fowell (Freeway Travel), Matthew Hare (Gigaclear), Christer Karlsson (Gigaclear), Derek Kerr & Tania Kerr (Anastasia), Barry Ketchum (Staniland Booksellers), Mark Melliish (Rutland Telecom), Geoffrey Pointon (Pointon York), Jane Shelton (The Banyan Tree), Ron Simpson (RMJS Associates – Chair), Nikki Thorpe (Good Hair Days), Robert Wills (Arnold Wills).

Apologies

David Barnes (Uppingham Books), Kenneth Bool (UF and RCC), Kath Gilbert (Gilberts Furnishings), Alison Lowe (Blossom), Alan Pickersgill (Crown Hotel), Dominic Wilson (Uppingham Self Store).

Invited Guests

Inspector Kamlesh Mistry – Rutland LPU Commander

1. Welcome to New Businesses and Introductions

New and long standing businesses members introduced themselves. Notes of the Forum's 2011 AGM were circulated for information.

2. Chair's Opening Remarks

The Chair welcomed everyone to the meeting. He noted the increasing number of businesses attending and the apologies for absence (mainly due to holiday) listed above. He reminded colleagues that the Forum had been created some years ago, at the request of local business, following the demise of the Chamber of Trade in the town. The Forum was informal, required no subscription and sought to act in the best interests of the whole business community where appropriate. It had achieved significant success since its Executive Group of seven had joined together with three Executive Members of the Uppingham Neighbourhood Forum and two Council representatives to form the town's award winning incorporated partnership, Uppingham First. The Business Forum was open to all businesses in the town trading for profit. This included home based businesses.

3. Rutland LPU Commander

Due to the anticipated late arrival of Kam Mistry this item was deferred.

4. Uppingham First - Director Update

On behalf of the seven business Directors, Company Secretary Ron Simpson, reported on partnership actions and achievements since the last Forum meeting. These included:-

- A successful bid for a £20k government grant to secure Neighbourhood Plan Front Runner status for Uppingham
- Successful bids for an LSP Grant to install electric car charging points in the town. Uppingham First was now taking the lead in securing a 40% government grant to install up to 20 charging points throughout the county
- The promotion of Uppingham as a tourism destination with presentations in a number of UK locations.
- The creation of economic development links with the East Cheshire group of businesses and Market Towns. This group was now to visit Uppingham on November 22nd/23rd 2011
- A review of the Friday Farmers Market resulting in its temporary suspension
- Further promotion of The Golden Ticket project with a special event being run at the 2011 Classic Car event and a further ticket search still ongoing. This month's £300 hidden Golden Ticket had not yet been found. Ticket location clues were posted on www.uppinghamfirst.co.uk and in a number of shops
- A search for suitable line drawings of Uppingham to help create a new range of Uppingham branded products
- An agreement with Gigaclear, the new majority shareholders of Rutland Telecom, to sustain and further develop the town's broadband and Wifi projects
- Discussions with representatives of the embryonic and unincorporated Uppingham Town Partnership to express the view that they should work with Uppingham First and that there should only be one partnership promoting Uppingham. To have two is divisive, confusing to business and counterproductive
- Securing Uppingham as the starting point of the Stilton Classic Vehicle Run for 2012 (150+ cars)
- Support for a 2012 Golden Torch Olympic Opening Ceremony event (Dine in the Dark with a Big Screen) in Uppingham Market Square.

5. Parking Update

Copies of the Uppingham First response to the RCC consultation on parking in the town were circulated as were the monthly parking figures since the Town Council had subsidised the cost. It was noted that no firm decisions for the future had been agreed by either Town or County Council. The figures showed some improvement post-subsidy.

6. Two Year Event Programme

Following dialogue with event lead organisers, a draft programme of events for the next two years was tabled for discussion/approval. This was to be forwarded to RCC Tourism department to maximise publicity and coordination within the county. Included in the document were the dates for Uppingham's 2012/213 Late Night Christmas Shopping evenings. These were agreed as December 6th 2012 and December 5th 2013.

7. RCC Sunday Opening Proposal

An RCC tourism group had suggested that Oakham shops open one Sunday in the month and that Uppingham shops open a different Sunday in the month; the objective being to increase town centre footfall.

Forum members were asked their views. Following a round table of opinion it was unanimously agreed not to support the proposal because:-

- a) Many small business proprietors were already working a six day week
- b) The town was already perceived as an attractive and restful visitor destination on a Sunday with its open galleries, restaurants, hotels and sports facilities
- c) The town centre parking facilities should be reserved for Sunday morning church goers, gallery visitors and those taking morning coffee, Sunday lunch or afternoon tea
- d) Local residents and visitors appeared to enjoy the changed character of the town centre on a Sunday

It was however further agreed that opening on a Sunday might be appropriate for special events.

8. Electric Car Charging Points

It was agreed that the town should host one or more electric car charging points and be included in the grant submission.

9. Broadband for Business

Matthew Hare - CEO of Gigaclear, the new majority shareholders of Rutland Telecom, updated Forum members on developments at the company and its plans to help Uppingham become one of the first market towns in the UK to offer ultra high speed Broadband to its businesses via fibre to the premise. The launch of fibre to the premise at Hambleton was clearly demonstrating the business and social benefits of fibre based Broadband. Rutland Telecom now had a new MD, Christer Karlsson, and further discussion with local business was planned.

Rutland County Council's Consultation Document on 'Next Generation Broadband in Rutland' was also tabled for information. It was noted that the consultation period was November 2nd to December 2nd 2011.

10. Uppingham Neighbourhood Plan

Following a brief resume of the plan's purpose, and the need for collaborative working, it was agreed that a working group to create the plan be put forward for approval by the Board of Uppingham First and that the Forum's nomination for Chair of the group be Edward Baines.

11. Farmers Market

Following discussion on the Friday Farmers Market, currently suspended because of perceived conflicts with some local businesses (too many meat stalls) and a loss of traders, it was agreed that:-

- The unsuccessful experiment of a competing Saturday market had unsettled the traders and it was understood why a number of them no longer came to the town
- The community had valued the successful Friday Market and that every effort should be made to reinstate it with an appropriate mixture of stalls (max 8)

12. Open Forum

It was agreed that because of the unavoidable late arrival of the LPU Commander, he be invited to address a future meeting. The 'business damage' concerns of Uppingham Bookshop were passed on to Inspector Mistry.

Businesses are asked to note, and register on, the new police, neighbourhood watch and business watch alert system at www.neighbourhoodlink.co.uk . Meeting closed at 7.30pm.

Notes dated 6.11.2011.

Meeting Notes - Annual General Meeting - 3. 5. 2012

Present

Sally Allen (Market Place Dental Health Practice), Edward Baines (Rutland Bookshop), Darron Evans (Allwater Solutions), A Fowell (Freeway Travel), Kath Gilbert (Gilberts Furnishings), Shane James (Rutland Telecom), Christer Karlsson (Rutland Telecom), Barry Ketchum (Staniland Booksellers), Geoffrey Pointon (Pointon York), Barry Read (North Luffenham Trust), Mark Shaw (AMS Building Services), Ron Simpson (RMJS Associates – Chair), David Trangmar (Moneybox Accounts), Martin Traynor (Leics Chamber of Commerce), Jonathan Wernick (N Trance Tutors), Robert Wills (Arnold Wills).

Apologies

David Barnes (Uppingham Books), Kenneth Bool (UF and RCC), David Lewis (Broadband Consultancy Ltd).

1. Welcome to New Businesses and Introductions

New and long standing businesses members introduced themselves. A special welcome was extended to Martin Traynor OBE, Group Chief Executive of the Leicestershire Chamber of Commerce.

2. Chair's Opening Remarks

The Chair welcomed everyone to the meeting and thanked Martin Traynor for being this year's guest speaker. He reminded colleagues that the Forum had been created some years ago, at the request of local business, following the demise of the Chamber of Trade in the town. The Forum was informal, required no subscription and sought to act in the best interests of the whole business community where appropriate. It had achieved significant success since its Executive Group of seven had joined together with three Executive Members of the Uppingham Neighbourhood Forum and two Council representatives to form the town's award winning incorporated partnership, Uppingham First. The Business Forum was open to all businesses in the town trading for profit. This included home based businesses.

3. Notes of the 2011 AGM

These were noted with no matters arising.

4. Uppingham First Update and Annual Report

On behalf of the seven business Directors, Company Secretary Ron Simpson presented a written report on Partnership actions and achievements since its formation. These included:-

- **Securing Neighbourhood Plan Front Runner status for Uppingham.**
- Promotion of the Electric Car project on behalf of Rutland Together
- **The formation and leadership of a Neighbourhood Plan Task Group led by Edward Baines**
- **Joint work on the Neighbourhood Plan with the Uppingham Neighbourhood Forum, Uppingham Town Council, Uppingham Town Partnership, The Beeches Residents Association and the Limes, Firs and Spurs Residents Association**
- **The organisation of, and support for, a range of community events including a Neighbourhood Plan Workshop,**
- The Stilton Cheese Classic Vehicle Run 2012, Classics in Uppingham 2011 and a Police and Crime Commissioner Event
- A £360k bid to Defra for funding to build the Uppingham Broadband Mast. The support of Leicestershire County Council for this project was noted
- Securing in excess of £38k grants for the town and business contributions in excess of £12k
- The hosting of a wide range of visiting groups from other market towns and exchange visitors from France and the Czech Republic
- Agreement with the Uppingham Town Partnership to work toward merging with Uppingham First
- Sponsorship for, and/or contributions toward, a wide range of activities including the town's wifi project, the Uppingham in Bloom Purple Crocus project and securing the Stilton Cheese Classic Vehicle Run for 2013
- The creation and promotion of The Golden Ticket project which has attracted UK wide interest
- The creation of an Uppingham product range including a 2012 Jubilee Mug, now on sale in Freeway Travel and The Falcon Hotel
- The promotion of Uppingham on the web at www.uppinghamfirst.co.uk and on social media as 'Uppingham'
- Support for the voluntary sector via the Uppingham Neighbourhood Forum and the new Rutland Consortium.

5. AGM Elections

The following were unanimously re-elected:

Forum Chair for 2012/13 – Ron Simpson

Uppingham First Board Directors – Kath Gilbert, Christer Karlsson and Ron Simpson

6. Proposal to Build a 1Gb Open Access Broadband Network in Uppingham

Christer Karlsson, CEO of Rutland Telecom, delivered a power presentation on the company's plans to bring ultra-high speed broadband via fibre to the premise to the Uppingham community. The new network would have a 'guarantee' of minimum upload and download speed of 10Mb with burst speed up to 1Gb. Costings were to be extremely competitive, with a domestic self-install option of only £100 which included all the necessary hardware. Businesses were to be offered access to the service at the same price as domestic customers. Backhaul would be with the support of Cable and Wireless (now owned by Vodafone). By establishing

the independent network, the Uppingham community would always have a choice between the new network and the existing BT infrastructure. Such competition should ensure competitive pricing for the future.

In discussion it was noted that bringing such a technological capability into Uppingham would help attract new employers, assist manufacturing and retail, improve educational opportunity and attainment, provide high quality access to visiting business and domestic travellers and empower home working. It was noted that the network would come from the A47 toward the business centre of the town offering early access at Uppingham Gate, domestic properties at the north end of town first and then move onto the Station Road Industrial Estate and up into the town centre. To make the project viable for the company, a 30% residential sign up in each area was required. Public meetings to secure this support were currently being arranged.

7. HSBC Bank Closure

Following discussion on the importance of an effective banking service to sustainability of the town it was agreed unanimously that;

- a) The Forum support the delegation to meet bank representatives arranged by Cllr David Ainslie for May 15th 2012 and that Robert Wills represent local business in the discussions as Chair of Uppingham First
- b) That all local businesses be invited to support the initiative by writing a letter in support of the bank staying so that such evidence might be produced by Robert Wills during the meeting with the bank
- c) Businesses be asked to address their letter of support to:-
The Chair,
Uppingham Business Forum
c/o The Falcon Hotel
Email: secretary@uppinghamfirst.co.uk Tel: 01572 823465

8. Electric Vehicle Update

Ron Simpson updated Forum members on his efforts to attract electric vehicles to Uppingham and Rutland and on the interest expressed in the commercial use of electric vans. A five day loan of an electric van for Rutland had been offered by Renault and a number of companies had agreed to display their products. A demonstration day was being organised.

9. Neighbourhood Plan Update and Business Survey

Edward Baines updated the Forum on the progress being made by the N Plan Task Group. The community had contributed lots of ideas which were now being evaluated. Detailed legislation had now been put in place by Government which meant that the time line for the project was likely to be extended into the autumn. The Task Group members were working well together and a community workshop day to meet local developers was being organised for June 30th 2012.

The interesting results of the recent business survey were noted, with local business giving a strong mandate to the Town Council to pursue the localism agenda.

10. High Street Issues

The Town Council's continuing subsidy on parking charges was noted and supported on the understanding this was a progressive step toward local determination. The many N Plan comments about improving signage in the town were noted. The proposal to consider allowing empty shop window space to be used on a temporary basis by local artisans and producers was noted with interest as a realistic option for shop fronts standing empty.

11. Olympic Torch

Ron Simpson updated the Forum on plans for the visit of the Olympic Torch. There will be music in the Market Place and tea and scones cooked and served by the WI in the Town Hall. Gas filled balloons were to be released in the High Street and extra bunting was being ordered to decorate the shop fronts of those businesses which had agreed to contribute up to £20 toward the cost. Shops were being encouraged to mount suitable window displays to tempt visitors into the shops and a special Golden Ticket Search was being organised for that day. The Falcon Hotel was to hold a 'drop in' party with live music commencing around 5pm. The general view was that the visit of the torch presented a major opportunity to showcase the town and encourage high footfall. Everyone was collaborating to make the day a success.

12. Guest Speaker – Martin Traynor OBE

Martin Traynor provided members of the Forum with an excellent overview of current business issues affecting commerce and industry in Leicester, Leicestershire and Rutland. He touched upon the employment history of the area, skills requirements, the significance of small businesses with less than 10 employees to regional growth, evidence of rising investment and a recent upturn in skills training and apprenticeships. In closing Martin compared the issues facing large retail centres such as High Cross in Leicester and those affecting small market towns such as Uppingham. There were similarities he said. He ended by complimenting Uppingham First and local businesses for their achievements to date and looked forward to hearing more about Uppingham's progress in the future.

15. Open Forum

Members of the Forum were given an informal opportunity to raise issues with Martin and business colleagues following the closure of the formal part of the meeting.

Notes dated 4.5.2012.

Printed and Published by the Uppingham First Community Partnership

Present

Sally Allen (Market Place Dental Health Practice), A Fowell (Freeway Travel), Kath Gilbert (Gilberts Furnishings), Shane James (Rutland Telecom), James Brooksby (Rutland Telecom), Jane Lang (StitchUpp), Ron Simpson (RMJS Associates – Chair), Tania & Derek Kerr (Anastasia)

Apologies

Edward Baines (Rutland Bookshop), David Barnes (Uppingham Books), Kenneth Bool (UF and RCC), David Lewis (Broadband Consultancy Ltd), Jane (Banyan Tree), Robert Wills (Arnold Wills), Christer Karlsson (Rutland Telecom), Barry Ketchum (Staniland Booksellers), Mark Shaw (AMS Building Services), John Garner (Garner Antiques), Alan Pickersgill (Crown Hotel).

Guest Observer

Gareth Bradford (Department of Communities and Local Government - DCLG)

1. Welcome to New Businesses and Introductions

New and long standing businesses members introduced themselves. A special welcome was extended to Gareth Bradford of DCLG.

2. Chair's Opening Remarks

The Chair welcomed everyone to the meeting and particularly new member StitchUpp.

3. Sunday Opening

It was noted that the majority of businesses had agreed to have a trial Sunday Open Day. All businesses have been notified directly of the details and advertising space has been reserved in the local media. Nick from Smalls is leading on the proposal.

4. Digital Uppingham

It was noted that BBC TV East Midlands was to film in town at the invitation of Uppingham First. The item would concentrate on the developing use of electric vehicles in Rutland and Uppingham in particular. (Broadcast on October 25th 2012) It was further noted that the Town Council had agreed to install a charging point in its own car park for public use. A further point was to be installed in one of the County Council car parks.

5. Cash Machine Update

The Chair reported on the excellent work led by Cllr David Ainslie, Deputy Mayor, who had advised that a planning application had now been submitted to install a new combined cash machine and telephone in the market square on the site of the present telephone box.

The machine would be part of the LINK group and accept most major cards.

6. Fibre Network Update

Forum members were updated on progress being made by Gigaclear which is currently seeking the relevant permissions to install an ultra-high speed 'fibre to the premise' network in Uppingham. It was hoped construction would commence within the month.

7. Uppingham Neighbourhood Plan

Gareth Bradford was invited to address the meeting on the potential contribution of the Neighbourhood Plan to the economic sustainability of the town. He described how, as a business led Front Runner working with the Town Council and other community groups, local business had a huge opportunity to create a Neighbourhood Plan that would stimulate the local economy and encourage growth. He noted that while only the Town Council had been given the power to produce a N Plan, it was government's expectation that the project would be community led with a high level of involvement from local business. He noted the content of Uppingham 2025 and the role played by local business in creating it. Gareth commented positively on the partnership work being undertaken in Uppingham and praised the Task Group's initiative in encouraging the involvement of developers.

Gareth noted that the Uppingham Task Group, led by Edward Baines, was about to undertake detailed work on the economic development and tourism aspects of the plan. He encouraged businesses to get involved and make their ideas and views known. Town centre design, signage, future location of business, parking, heritage appearance, IT infrastructure and town centre living accommodation could all be influenced by the plan. He looked forward to seeing the draft plan for Uppingham when it is ready for independent scrutiny.

Gareth offered to support and advise the business aspects of the plan as required, liaising through lead officer Ron Simpson.

8. Proposal to Attract New Employers to the Town

The Chair reported on a proposal by Uppingham First to host a high tech employers' event early in the New Year. It was hoped to present the town as an attractive and fibre empowered community offering an ideal re-location opportunity for employers looking to relocate out of the city. Further details will be circulated in the next business newsletter.

9. Doctors Surgery Update

The Chair updated the meeting on the proposed move by the Uppingham Surgery to Uppingham Gate. A final public consultation meeting had been held on October 11th. Notes of the meeting are attached. The meeting had been very positive with much discussion about the need for improved transport links to the site. It was noted that this would be particularly important as Uppingham Gate was the town's principal development site for attracting new employers. It was further noted that the Ashdale Pharmacy had already been granted a licence to operate at Uppingham Gate.

10. High Street Issues

- a) Parking and Signage – These issues were to be addressed within the Neighbourhood Plan and the Town Council's localism debate with the County Council. It was noted that RCC had made £10k available to Oakham and Uppingham for main signage. Consultation with businesses was expected soon
- b) Public Transport - The large grant secured by the County Council to create a public transport link between Oakham, Uppingham and Rutland Water was noted
- c) Policing – The police investigation into the unauthorised switching off of the town's high speed broadband signal is completed. The police have reported that BT has admitted that only their staff was present in the telephone exchange at the time of the switch offs. The matter has now been reported to the Regulator (OFCOM)

11. Christmas Late Night Shopping

This is to go ahead as planned on December 6th 2012. Lucy Stephenson is liaising with businesses over the detailed arrangements. Following an observation that some businesses did not do much trade on late night shopping last year, Tania and Derek confirmed that they, and some businesses on High Street West, had received good trade during last year's event.

12. Uppingham Asset Register

It was noted that Uppingham First is to create an online Asset Register for the town. This would list the property and other assets available to prospective new businesses in the town. The new web site would include hyperlinks to existing Land/ Estate/Developer web sites as well as highlighting other current employer/employee opportunities. Property and land owners were now encouraged to send in details of relevant sites and links. The long term objective was for the register to act as single point of reference for prospective traders and employers looking to move into the area. Relevant information should be sent to secretary@uppinghamfirst.co.uk

13. Open Forum

- a) **Fairtrade** - Tania circulated details of an initiative in which she is involved to secure Fair Trade status for Uppingham. The project is being led by Marc Oxley. To secure Fairtrade status the town has to achieve five goals:-
 - 1. Local Council must pass resolution supporting Fairtrade and agree to serve fair trade products in its offices etc.
 - 2. A range of at least four Fairtrade products must be readily available in the town's retail outlets
 - 3. Local Community organisations' and workplaces must support Fairtrade and use Fairtrade products whenever possible
 - 4. There must be media coverage and events to raise awareness and understanding of Fairtrade across the community
 - 5. An inclusive local Fairtrade Group must be established and sustain the promotion of Fairtrade
- b) **Newsletter** – It was noted that the next edition of the Business Newsletter would be published in the run up to Christmas
- c) **Golden Ticket** – It was noted that the current search (see www.uppinghamfirst.co.uk) would finish at the end of October. As only two tickets had been found to date, some extra clues were to be published in the final week.

Notes dated 25.10.2012.

Ron Simpson

Uppingham Business Forum
Meeting Notes November 7th 2012

Present

Robin Bromiley (Post Office), Darron Evans (Allwater Solutions), A Fowell (Freeway Travel), Kath Gilbert (Gilberts Furnishings), Christer Karlsson (Rutland Telecom), Derek Kerr & Tania Kerr (Anastasia), David Lewis (Broadband Consultancy Ltd), Carolyn Mann (The Barbers), Ron Simpson (RMJS Associates – Chair), Robert Wills (Arnold Wills).

Apologies

Edward Baines (Rutland Books), David Barnes (Uppingham Books), Kenneth Bool (UF and RCC), Barry Ketchum (Staniland Booksellers), Alan Pickersgill (Crown Hotel), Geoffrey Pointon (Pointon York), Paul Barker-Smith (mjd-ltd), Dominic Wilson (Uppingham Self Store).

1. Welcome to New Businesses and Introductions

New and long standing businesses members introduced themselves. A special welcome was extended to new businesses Allwater Solutions, Broadband Consultancy Ltd and new Rutland Telecom MD, Christer Karlsson.

2. Chair's Opening Remarks

The Chair welcomed everyone to the meeting and thanked the Adult Education section of Rutland County Council for the drop in workshop on Apprenticeships and skills training held prior to the meeting. He reminded colleagues that the Forum had been created some years ago, at the request of local business, following the demise of the Chamber of Trade in the town. The Forum was informal, required no subscription and sought to act in the best interests of the whole business community where appropriate. It had achieved significant success since its Executive Group of seven had joined together with three Executive Members of the Uppingham Neighbourhood Forum and two Council representatives to form the town's award winning incorporated partnership, Uppingham First. The Business Forum was open to all businesses in the town trading for profit. This included home based businesses.

3 State of the High Street –

- a) **Mary Portas Report** - The recommendations of this report were noted and in particular the page 38 references to Neighbourhood Plans. Some of the report's proposals were thought not to be appropriate for Uppingham, with others being common sense. The proposal to run a number of High Street pilot action programmes was noted and was to be considered by Uppingham First
- b) **Loss of Business** – The forthcoming closure of two High Street businesses was noted
- c) **Uppingham Surgery** – The proposed move of the Uppingham Surgery to Uppingham Gate was welcomed as an important development for the sustainability of the town.

4. Uppingham First - Director Update

On behalf of the seven business Directors, Company Secretary Ron Simpson, reported on partnership actions and achievements since the last Forum meeting. These included:-

- A proposal to replace David Lewis with Christer Karlsson as a business director on the Board. This was agreed.
- Promotion of the Electric Car project
- The forming and leadership of an Neighbourhood Plan Task Group
- The organisation and hosting of two Neighbourhood Plan Workshops
- A £360k bid to DEFRA for funding to build the Uppingham Broadband Mast. The support of Leicestershire County Council for this project was noted
- Further talks with Uppingham Town Partnership to persuade them to collaborate and join with Uppingham First
- Further promotion of The Golden Ticket project with a new search having commenced in February
- The creation of an Uppingham Jubilee Mug, now on advanced order via www.uppinghamfirst.co.uk
- Information sharing meetings with the Stamford Chamber of Commerce and the Oakham Town Partnership.

5. Parking Charges Update

The proposal of the Town Council to again subsidise the charges was noted and agreed as a positive step toward the local governance of car parks. Details to be circulated soon!

6. Proposal to Run a Saturday Farmer's Market in the Town Hall

The proposal by the Uppingham Town Partnership to run a Saturday Farmers Market in the Town Hall was discussed and not thought by the majority to be a good idea. The majority view felt that any additional market should be on a Sunday so it did not compete with existing businesses and should be on Tods Piece. It could then be turned into a bigger event with car boot sale, bricabrac stalls etc.

7. Report on Meeting with Housing Developers

The Chair reported briefly on an Uppingham First meeting with a Housing Developer. More such meetings were planned.

8. Electric Car Charging Points

It was noted that the town hoped to have at least two points.

9. Broadband for Business

Christer Karlsson reported briefly on recent developments at Rutland Telecom and Gigaclear including an internal restructuring. Discussions to empower the town with broadband by fibre to the premise were well advanced and it was hoped to make significant announcements in about a month.

10. Uppingham Neighbourhood Plan

Business colleagues were brought up to date with the progress being made with the plan. It was intended to fully consult businesses to update the ideas generated in Uppingham 2025. Following a brief discussion on the arguments for and against a bypass, a new entrance to Station Road, the need for improved signage to help businesses in Orange Street, the issues created by the use of A Boards and the need for more business parking in the town, it was agreed a questionnaire be sent to all businesses in the town centre and Station Road.

11. Jubilee Mug

This is now on sale and will be available from early March.

12. East Egg Hunt

It was agreed that businesses be invited to contribute a modest sum (£5) toward the cost of a chocolate Easter Egg Hunt in the town.

13. Golden Ticket

It was noted that the February Golden Ticket search had commenced. Clues could be found on line at www.uppinghamfirst.co.uk

14. Speaker Invitation

It was agreed to invite Martin Traynor, Chief Executive of the Leicestershire Chamber of Commerce, to address a future meeting.

15. Open Forum

A number of matters of concern to individual businesses were discussed. The business impact of some road closures was explored and the procedure for lodging formal objections to them explained. There had been particular difficulties at a Rutland Morris event and the very early road closure for the late night shopping had caused some concern. It was agreed to monitor future developments.

Notes dated 10.2.2012.

Uppingham Business Forum

Meeting Notes – 24.1.2013

Present

Edward Baines (Rutland Bookshop), David Barnes (Uppingham Books), Andrew Dighton, Uppingham School, A Fowell (Freeway Travel), Kath Gilbert (Gilberts Furnishings), Shane James (Rutland Telecom), Robin Bromiley (Post Office), Jane Lang (StitchUp), Carolyn Mann (The Barbers), Mark Shaw (AMS Building Services), Janem Shelton (Banyan Tree Too), Ron Simpson (RMJS Associates – Chair), Robert Wills (Arnold Wills).

Apologies

Sally Allen (Market Place Dental Health Practice), Nick Barfield (Smalls), David Lewis (Broadband Consultancy Ltd), Christer Karlsson (Rutland Telecom), Barry Ketchum (Staniland Booksellers), John Garner (Garner Antiques), Alan Pickersgill (Crown Hotel).

Guests

Roger Begy, Leader Rutland County Council; Inspector Kam Mistry, Local Policing Unit Commander

1. Welcome and Introductions

The Chair offered a special welcome to guests Roger Begy and Kam Mistry following which business colleagues introduced themselves.

2. Chair's Opening Remarks

Ron welcomed the level of attendance at the meeting. Several agenda items had great significance for the future of Uppingham and its local businesses.

3. County Council Budget

Roger Begy outlined the budgetary issues confronting the County Council over the next few years. He summarised the significant changes in grant being made by government which impacted on the County Council's forward financial planning and practices. He confirmed there would be no rise in Council Tax this year, but demonstrated this would have implications for future years. He touched briefly upon forthcoming major projects including the purchase and development of Ashwell Prison and the County Council's Digital Rutland project. Roger also confirmed that a 'call & collect bus service' was proposed in the budget papers to be extended to cover Uppingham and its surrounding villages. The proposed budget meant that the Council was to have Council Tax freeze for a third year.

During a question and answer session Roger confirmed that detailed budget papers were available on the county council website and was quizzed on:-

- a) The rationale behind the purchase of the Ashwell Prison site and its cost. There was concern in Uppingham about the cost of purchase (now confirmed as £1.35M) and the arguably unfair council tax funded competition enabling subsidised start up sites at Ashwell to undercut the property offers available in Uppingham. In effect the County Council was interfering with the 'free market'.
Councillor Begy responded by stating that the County Council had thought the offer price too good to refuse, particularly as it came with an interest free loan from the LEP. He said there was significant interest in community/business use of the site and there were fears that it would have been purchased and land banked by a major developer
- b) The County Council's overall financial position. Roger confirmed that the County Council was in the best financial position it had been for some years, but needed strong reserves to protect the community against imminent changes in government funding and possible shortfalls in future years. He highlighted some specific risks.

4. New Policing Arrangements

Inspector Mistry gave a PowerPoint presentation on the new policing arrangements for Rutland and their expected impact on Uppingham. Uppingham now had a lead Beacon Officer, PC Peter Icke, supported by PC Adam Ploszczanski and PCSO Andy Wylie. They and other officers were now operating a changed shift pattern which concentrated police resources on evenings and weekends. These changes had been made partly as a result of budget cuts, but more importantly, following a study of when the Force faced peak demand. Uppingham based officers could call upon additional resources from other areas if required.

Kam confirmed that the changes had only just been implemented and need testing over time. Business feedback in this respect would be helpful.

5. Business Feedback on Events

a) **Christmas Late Night Shopping 2012** – This year's event appeared to well with good footfall in town, but some shops had done little profitable business with visitors appearing to concentrate their spending on the visiting stalls and attractions. Other businesses fared much better, particularly those in the field of hospitality. It was generally agreed that the evening was a major public relations exercise with the local community. The Church had been packed, there were long queues to see Father Christmas and there was a convivial atmosphere in town. The only major concerns expressed in discussion were:-

- a) The impact on some Market Place businesses of the Travelling Fair (No customers in one case) which was also thought not to be in the spirit of Christmas. It was agreed to bring this to the attention of the organisers, The Town Partnership Ltd, who carry responsibility for the evening, recommending that the Fair element be replaced with more Christmas like activity
- b) The need to create more activity which would encourage visitors to enter High Street West and call at businesses there.

It was agreed the organisers be congratulated on their efforts and asked to note the above recommendations.

b) Wrap it Up Sunday 2012

This was the first of its kind and was supported by a significant number of businesses. A £600 Golden Ticket competition was run on the day (sponsored by Rutland Telecom and Arnold Wills). The church choir offered lunch time carols at the Christmas tree and there was late afternoon and evening entertainment in The Falcon Hotel. Uppingham First funded £300 worth of advertising in the Rutland Times and on Radio Rutland. Principal organisers were Nick Barfield of Smalls and Samantha Wedge of The Falcon Hotel. A number of businesses brought in staff especially for the day.

The majority of Business Forum members felt that this inaugural event had been successful with queues forming in some shops from 10am. Press coverage had been good. One or two shops however remained quiet. Following discussion, it was agreed that the event should be repeated in 2013 with the Wrap it Up Sunday theme being developed further. Improvements could include:-

- a) Providing amplification in the Market Place for the church choir and seasonal music
- b) Further promotion of High Street West, Orange Street and Ayston Road businesses
- c) A variation of the Golden Ticket offer, perhaps more closely geared to Christmas
- d) More businesses participating in 2013.

Nick and Sam were congratulated on their initiative and participating businesses thanked for their efforts. Next year's Wrap it up Sunday will be on December 22nd 2013.

6. Localism and Car Parking Subsidy Survey by Uppingham Town Council

Ron reported on the regular meetings now taking place between County and Town Councils to pursue the government's Localism agenda and secure greater local community control over the town's affairs and assets. Discussion had commenced on the possible acquisition of the town's main car parks and a new licensing arrangement for the use of the Market Place. As an interim step toward purchase or lease of the car parks, the Town Council had distributed a survey asking whether it should extend the present subsidy arrangements for visitor parking and whether businesses would be willing to contribute to the cost of the subsidy.

A number of survey returns were handed in at the meeting for forwarding to the Town Council. Discussion ensued with the great majority of businesses agreeing that the subsidy should be continued for a defined period while negotiations over ownership of the car parks continued. All respondents felt it was inappropriate for businesses to contribute separately to the cost as they paid business rates.

7. Banking Update

Ron reported on an Uppingham First Initiative to attract a new bank to Uppingham Town Centre. There had been preliminary confidential discussions with an international bank of high reputation. The bank was now to consider the matter at a regional level and report back within a month.

8. Fibre Network Update

Construction of the town's 1Gb fibre to the premise broadband network has commenced. Contractors are Errigals of Northamptonshire. Phase 1, at the north of the town, is scheduled for completion around the end of February with a public launch around mid- March. Phase two is likely to cover the Firs Estate, with the business centre of Uppingham being reached by early summer.

Various government departments and European agencies have expressed interest in the project, since Uppingham will be the first market town in the UK to have such a capability. The network should assist the economic prosperity of the town and offer a higher quality of life for young and old alike. Research in the south of England suggests that the impact on connected domestic property values will be in the order of 3%. Ultrafast Broadband speed is now very high on the list of purchaser aspirations according to several Estate Agent groups in the south east. Significantly the proposed Uppingham network will offer 'guaranteed minimum' upload and download speeds, rather than the traditional 'up to'. For the first year, local business Rutland Telecom will be the sole broadband provider. After that, the network will be opened up to other service providers.

9. Uppingham Neighbourhood Plan

Chair of the Uppingham Neighbourhood Plan Task Group Edward Baines provided Forum members with a brief update on progress being made with the Plan. It was hoped to have a draft plan put before the Town Council by the end of April 2013. A modified draft would then be forwarded to the County Council for independent external examination and public consultation.

Edward reported that the Task Group now sought final views from local business to supplement those already submitted in Uppingham 2025. In particular, views were sought on possible developments in the town centre, the station road industrial estates and the development site at Uppingham Gate. Any suggestions or ideas needed to reach Ron Simpson by the middle of February as he was preparing the first draft of the plan for submission to the Task Group. Comment and ideas should be sent to secretary@uppinghamfirst.co.uk

In the subsequent discussion and afterward by e-mail, the following observations were offered:-

- a) The majority of business views were collated for Uppingham 2025
- b) Signage – The possibility of heritage signing in the town centre pointing to the key business areas and the car parks

- c) Better lighting in some areas is required. Some light fittings are very old/degraded
- d) North Street West, Orange Street and Ayston Road – Anything that could be done to increase footfall in these parts of town would be welcomed
- e) Western Boundary of the Market Place – Would it be possible to enhance this? Make the view from the main road more attractive? Something in glass?
- f) A Board policy – could wall mounted heritage signs be an alternative?
- g) Parking policy and costs
- h) New entrance to Station Road at far end probably not viable for lorries because of narrow construct of main road
- i) Uppingham Gate development site still the main employment/new jobs opportunity.

Note that the Neighbourhood Plan Task Group has agreed to undertake a short survey of all town centre businesses to capture the views of those not present at this discussion.

10. Farmers Market

It was noted that it was planned to re-launch the market as a 'community market' with stalls that would not conflict with existing businesses.

11. Discover Rutland

Discover Rutland literature was distributed at the meeting at the request of the County Council. It was noted that five Uppingham businesses were now fee paying members.

12. Business Priorities for 2013

It was noted that Uppingham First was to debate the town's business priorities for 2013 at its next meeting. Thoughts and suggestions please to secretary@uppinghamfirst.co.uk

13. 2013 Events

The County Council is producing a county calendar of events. This will be circulated by e-mail when ready. Not receiving these minutes by e-mail? Send preferred e-mail address to rons@clara.net

14. Open Forum

- a) **Electricity Tripping** – It was noted that some business electricity circuits were tripped during the Christmas Lights season
- b) **Snow Clearance** – It was agreed to circulate the snow code advice published by the Met Office (attached). There was considerable discussion on the merits of High Street businesses clearing the pavement outside their own business premises. Some did and some did not. A coordinated approach was required, but difficult to organise.

Notes dated 11.2.2013.

Ron Simpson

Uppingham Business Forum

AGM Meeting Notes – 24.4.2013

Present

Edward Baines (Rutland Bookshop) Kath Gilbert (Gilberts Furnishings), Shane James (Rutland Telecom), Christer Karlsson (Rutland Telecom), Jane Lang (StitchUpp), Mark Shaw (AMS Building Services), Ron Simpson (RMJS Associates – Chair), Robert Wills (Arnold Wills).

Apologies

Geoff Pointon, Market Place Dental Health Practice, Uppingham Books, Freeway Travel, Crown Hotel, Woodbine Arts

1. Welcome and Opening Remarks

Colleagues were welcomed to the 2013 AGM of the Business Forum. Shane James was congratulated on her appointment as Managing Director of Rutland Telecom.

2. Notes of the 2012 AGM

These were received and noted with no matters arising.

3. Uppingham First Update and Annual Report

It was noted that 2012/13 had been a very productive year for Uppingham First and the Business Forum. A copy of a short Annual Report circulated at the meeting appears overleaf. Uppingham First Annual Accounts showed a balance at the end of the year of £4400. The 2013 AGM of Uppingham First would be held in late May so that it followed the AGMs of other Director nominating bodies.

4. Election of Chair

Ron Simpson of RMJS Associates was unanimously re-elected as Chair of the Forum for 2013/14

5. Nominations to the Board of Uppingham First

Robert Wills was unanimously re-nominated for re-election to the Board of Uppingham First. Tony Fowell's resignation had been received due to his imminent retirement. There was therefore a vacancy for a business nominee. It was unanimously resolved that Jane Lang of Stitch Upp be nominated for election.

6. Fibre Broadband Update

Shane James reported on the official opening of the Uppingham Fibre to the Premise Network on April 12th 2013. The event had been attended by the Mayor, Deputy Mayor, Robert Wills and a number of company representatives. There had been extensive publicity for the occasion with the network and Uppingham being featured on Anglia and Central TV as well as local media. Shane confirmed that Uppingham was now in the top 1% of the UK for broadband speed which was likely to have a significant impact on its economic development and sustainability. It was intended that the network will be extended to the town centre and the Station Road Estate by the summer.

7. Uppingham Neighbourhood Plan

Edward Baines, Chair of the Uppingham Neighbourhood Plan Task Group, provided Forum members with an update on progress being made with the Plan. It was hoped to have the draft plan put before the Town Council in early May. An approved draft would then be forwarded to the County Council for independent external examination and public consultation. Ron then led Forum member through a brief overview of the final content of the Plan noting that most suggestions made by local business had been included. There was general support for the ideas contained within the Plan. The referendum is expected around October 2013.

8. Business Priorities for 2013

It was agreed these included completion of the N Plan, the extension of the Fibre Network and further promotion of the town inside and outside the county.

9. Open Forum

- c) **Independent Retailer Support** – Jane Lang drew members attention to the 'support for independent retail' campaign at www.independentretail.co.uk

Notes dated 28.4.2013.

Ron Simpson

Uppingham First Update and Annual Report 2013

The following notes are written on behalf of the seven business Directors of Uppingham First, detailing the principal achievements of the Business Forum and the Partnership in 2012/2013.

Activity during the past 12 months has included:-

- Leading, through Director Edward Baines, the development of a draft Uppingham Neighbourhood Plan in partnership with Uppingham Town Council and other groups
- Providing the administrative lead to the Neighbourhood Plan, supporting and participating in its Task Group
- Securing a Ministerial visit to Uppingham
- Securing a visit by the Design Council
- The development of a strong working relationship with the Department of Communities and Local Government (DCLG)
- Securing a place for Uppingham in a national working party on the future of N Planning
- Supporting the construction of Phase 1 of the Uppingham Fibre Network
- Hosting the Official Opening of Phase 1 of the Uppingham Fibre Network
- Further promotion of the Electric Car project on behalf of Rutland Together
- Acting as guest speaker at a range of UK and European events
- The organisation of, and support for, a range of community events including Neighbourhood Plan Workshops, the Olympic Torch Event, Wrap it up Sunday and The Stilton Cheese Classic Vehicle Run 2013
- Meetings with a prospective new bank for Uppingham and Rutland
- Securing part funding for the Uppingham Webcam Project
- The hosting of a wide range of visitors to the town
- With sponsorship from Arnold Wills and Rutland Telecom, the further promotion of The Golden Ticket project which has attracted UK wide interest
- Sales of the Uppingham product range including the original Uppingham Mug and a 2012 Jubilee Mug
- The promotion of Uppingham on the web at www.uppinghamfirst.co.uk and on social media as 'Uppingham'
- Promoting the town via media articles, TV appearances and radio interviews
- Representing the town at a wide range of external meetings including the Infrastructure and Culture & Leisure Groups of Rutland Together
- Sponsorship contributions to Leighfield School, Uppingham Twinning Association, Wrap it up Sunday and the Eyebrook Walk
- Attendance at a number of partnership developmental events

In summary, the Business Forum and Uppingham First have had a very busy year and achieved a great deal with very limited resources. Uppingham businesses now have a very positive profile with government thanks to excellent collaborative work in the town. The active support of a number of businesses has been appreciated. Not least the financial and meeting sponsorship from Arnold Wills, The Falcon Hotel and Rutland Telecom (Golden Ticket).

Special mention should be made of Tony Fowell who is retiring this year. Freeway Travel has been the principal shop window for the sale of Uppingham and Jubilee Mugs. The efforts of him and his wife have resulted in almost all sales and a regular income to the Partnership. They will both be missed from the High Street.

Thanks are due to Uppingham School, Little Angels, Sycamore Harley - Davison and Gilberts Furniture for the provision of extra car parking space for the Stilton Cheese Run which attracted around 300 vehicles and over a thousand visitors.

Finally, Blossom is to close and the shop has been a Golden Ticket Partner. This support has been appreciated and a vacancy for any interested business now exists. Ron Simpson - Secretary – April 2013

Notes of a Meeting Held on September 5th 2013

Present

David Barnes (Uppingham School Bookshop) Kath Gilbert (Gilberts Furnishings), Shane James (Rutland Telecom), Jane Lang (StitchUpp), Mark Shaw (AMS Building Services), Ron Simpson (RMJS Associates – Chair), Neil Torbell (The Taxi Office), Robert Wills (Arnold Wills).

Apologies

Lake Isle, Deli, Market Place Dental Health Practice, Rutland Bookshop, Top Set, Uppingham Books, Woodbine Arts.

1. Welcome and Opening Remarks

Colleagues were welcomed to the meeting and in particular Neil Torbell who was attending for the first time.

2. Notes of the Previous Meeting

These were received and noted with no matters arising.

3. Uppingham First Update

It was noted that 2013 was proving to be a very productive year for Uppingham First and the Business Forum. The Partnership was now recognised as a business led Neighbourhood Plan Champion by government and has featured in a number of national circulars and web publications. The town's draft Neighbourhood Plan has been described as an 'exemplar' by national agencies and its second draft will soon be published for a further period of public consultation. As a result of all this good publicity for the town, the Design Council selected Uppingham as the venue to pilot a new national toolkit called Voicebox. Voicebox is a participative set of structured exercises which assist a local community to become involved in the design of new housing developments in their area. The pilot went well and the results will be published by October.

- a) In a major initiative to raise the profile of Uppingham around the world, Uppingham First has been successful in a competition to win part funding for a webcam in the market place. The remainder of the funding was secured using a crowd funding website. The initiative won a competition for 'best idea to promote a market town and its local businesses'. The camera will be mounted on The Vaults and look toward the Monument. Not only will it be able to feature major events such as the Fatstock Show online, but it will have a zoom facility to allow the creation of a 'Speakers Corner' at which local businesses will be able to promote their wares across the world with a live presentation. The webcam can also offer online advertising to any local business or community group. A planning application has been submitted to Rutland County Council as the site lies within a conservation area and The Vaults is a listed building. The market place is already an approved and publicly notified CCTV area and the camera should provide additional security for the Post Office and other nearby businesses.

The Golden Ticket initiative continues to receive support from Rutland Telecom which has agreed to sponsor two searches this year in September and December. The project still attracts interest from around the UK.

The Partnership's support for Phase 1 of the Gigaclear Fibre Broadband Network has paid off handsomely with 900+Mbs upload and download speeds now available to homes and businesses in that area. The initiative has attracted national government and media attention as it puts Uppingham, and the Uppingham Gate development site, in the top 1% of the world for broadband speed. With the support of local business and the Beeches Residents' Association, Uppingham First has funded broadband connections to social housing in Phase 1 of the project. Their first year of service has also been paid for.

The Partnership's event programme continues to attract visitors from far and wide. With the support of Uppingham School and local businesses for additional parking, this year's Stilton Cheese Classic Vehicle Run brought over three hundred cars and more than a thousand visitors to the town on a Sunday morning. The exercise will be repeated in 2014.

Finally, since the last meeting, the Partnership has supported a number of charities and community fund raising initiatives. It also funded this year's town twinning exchange gift for our twin town, Caudabec en Caux.

4. Neighbourhood Plan Draft 2

The second draft of the Plan should be ready for publication by the end of September and will be formally approved at the October meeting of Uppingham Town Council. This draft will confirm that following consultation with local business:-

- a) The County Council's present policy defining primary shop frontages in High Street East will be extended to cover the shops on the south side of High Street West and that part of Queen Street between Culpin's and Artisana
- b) A proposal to explore public ownership and future improvement of Station Road is supported by the Plan.

The second draft of the Plan will be published for a further six week period of consultation in October.

5. Broadband Update

Both BT and Rutland Telecom provided updating statements to the Business Forum. BT Regional Manager Bill Murphy said,

"Uppingham – exchange went live on 18th July – 2 months ahead of the original schedule. The Digital Rutland project is making excellent progress with the rollout nearly complete in Uppingham with over 1,800 business and residential

premises located in the town now able to get a fibre broadband service from over 60 service providers including Timico, Sky, Plusnet, Talk Talk and BT Infinity. Fibre on Demand is being rolled out by Openreach in a number of areas in the UK. Via the Digital Rutland project, Uppingham businesses can order a fibre service today offering speeds of up to 80Mbps and in due course they will also have an option to upgrade to Fibre on Demand offering speeds of up to 300Mbps."

Bill's statement followed an enquiry from several local businesses asking when 'fibre to the premise' would be made available in Uppingham by BT. His response confirms that no date has yet been set for a fibre to the premise (fibre on demand) capability in Uppingham.

At the Forum meeting Shane James, Managing Director of Rutland Telecom, reported:-

"RTL is planning the next stage in fibre to the home and premises in Uppingham, whilst working with Uppingham School to include them in the RTL 1Gbps network. RTL are very much aware of the need for their superfast fibre for the businesses in Station Road and see this as a priority. RTL are also in conversation with BT Openreach to gain access to BT fibre cabinets to explore the possibility that these may provide an interim speed upgrade whilst RTL's fibre to the premises is being installed. Meanwhile, RTL continues to offer excellent speeds over existing service."

6. Uppingham Hopper Bus

Ron Simpson reported on the work of an Uppingham First Task Group looking at the alternative business models for an Uppingham Hopper Bus. The group was liaising with the local Taxi Office and monitoring the outputs of a County Council Task and Finish Group looking at public transport. The next newsletter published by the Uppingham Neighbourhood Forum (See Appendix A) would include a community survey seeking residents' views on a possible Hopper service. The Forum and the Town Council were represented in the Task Group. A full viability study was being prepared for the Board of Uppingham First and the notes of meetings would be circulated.

7. Grimsey Review

The Chair of the Business Forum, Ron Simpson invited comment on the 31 recommendations in the Grimsey Review, published on September 4th (See appendix B). Following discussion it was agreed that:-

- a) The report was similar to Portas in that it tried to make the case for a management intervention in the High Street by local and national government. This was not considered to have much value based on experience to date in Rutland. The introduction of Town Teams (Portas), Town Centre Commissions and a High Street Minister would contribute little to the sustainability of Uppingham. If there was additional money to spend on supporting local businesses it should be in the form of lowering their costs and not ideas such as a publicly funded town centre administrator (recently suggested by RCC to consume remaining Section 106 monies)
- b) The recommendations on parking were supported
- c) The visions of a networked High Street and of a 'wired' town were supported with the acknowledgement that a long timescale applied. Uppingham was thought to have made an excellent start with its Digital Uppingham initiatives
- d) The concept of a 'one off' levy on big business was not supported.

8. Public Proposal to Close 10 parking spaces in the Market Place - Evenings and Weekends

It was noted that, to date, there had been no consultation with local business, the Town Council, the Neighbourhood Forum, Uppingham First or the Neighbourhood Plan Task Group regarding this proposal, although there was no doubt that the initiative was well intended. It was felt important to note that the Market Place hosted the frontage of the church, essential local services, gift shops, the monument and of course essential free parking.

In discussion, the Forum took the view that the notion of further developing the existing cafe society culture in Uppingham Town Centre was a good idea. However, such a strategy should be implemented so that it benefitted all of the town's businesses. Market Place parking is essential to the economic prosperity of existing businesses during the day and in the evening. It was not therefore considered appropriate to pursue the idea of regular closure of parking spaces.

It was further felt that if there were to be changes to enhance the market place, an early priority should be the removal of the ugly railings and their replacement with a lower physical barrier of heritage appearance. Such a new safety barrier could be in stone and be planted to enhance the beauty of the Square. Such a change could enhance the information board due to be erected in the market place as part of the proposed Uppingham Heritage Trail and would fit well into the heritage theme of the Draft Neighbourhood Plan.

9. Advertising on the Shoreline Buses

Publicity on the absence of an advertisement to promote Uppingham in the buses (there is an excellent advert for Oakham) was noted.

Uppingham First had sought to pay for an appropriate advertisement but had been refused by the County Council. The Chair was able to confirm that RCC Leader Roger Begy had been in touch and offered to correct the matter. It was agreed that Uppingham First should revisit the matter at its next meeting and agree to re-offer a suitable advert. It was further agreed to request that a fair proportion of future advertising space be made available to Uppingham businesses.

10. BMW Electric Car Event

BMW have announced the manufacture of their first electric car for the UK. It will arrive in the UK in early November. Uppingham First has agreed with BMW Sycamore Peterborough to host the launch of the car in Rutland at The Falcon Hotel on Tuesday December 3rd 2013. Local residents and businesses will be able to view and test-drive the car on that date. Both versions of the car

will be on show. One has a supplementary engine giving a range of up to 180 miles. Further Rutland events are being organised at the Barnsdale Lodge and Greetham Valley Hotels. BMW have also agreed to sponsor a number of additional charging points in Rutland. Test drives can be reserved by e-mailing secretary@uppinghamfirst.co.uk

11. Small Business Saturday – December 7th 2013

This initiative is to be used by UK government to indicate support for local shops and other small businesses. It is copyrighted in the USA by American Express. Uppingham's interest in the project has been registered and traders will receive a separate notification of planned activity.

12. Christmas Events

Wrap it up Sunday is scheduled for Sunday December 22nd. It is hoped as many town centre businesses as possible will open on that day. Music and entertainment is planned to encourage footfall.

The usual late night shopping event will be on December 5th this year. Lucy Stephenson will be in touch regarding arrangements. Last year's evaluation requested that the number of street stalls be limited to encourage visitors to enter shops and purchase goods.

13. Uppingham Gate Development Site

The Forum was reminded that this is the town's only major new employment development site, intended to create jobs and attract new employers. There is concern that the County Council is spending considerable sums of money promoting the Ashwell Prison site while apparently doing little to promote Uppingham Gate.

A delegation including the Mayor, Deputy Mayor and the Chair of the Business Forum are to meet with the Leader and Chief Executive of Rutland County Council to urge RCC to support a joint advertising campaign for Uppingham Gate. With its 1Gb fibre broadband connections and strategic highway location, the site is thought ideal for a Data Centre or other high tech businesses.

14. Parking Update

Forum members were brought up to date with the Town Council's efforts to secure better parking arrangements for Uppingham. The Town Council has extended the period of the present parking subsidy while discussions with the County Council are ongoing. The fundamental hurdle was that RCC was now making a substantial profit from parking charges and penalties (despite government guidelines saying they should not) and were reluctant to see a loss of income. Talks are ongoing.

Following discussion it was agreed that the Mayor and Deputy Mayor should be asked to use their good offices to pursue an urgent change in the enforcement culture being pursued by RCC. Visitors' cars were being photographed, numbers noted and a generally hostile environment created. The level of enforcement being implemented was thought to be ridiculous for a small market town.

15. Open Forum

- a) The town's possible interest in the £80k Revive and Thrive Competition has been registered.
- b) The town's interest in the £10k Post Office Community Project Fund has been registered
- c) It was noted that the cross hatching on the new yellow lines next to the School bookshop was now almost invisible
- d) The best footfall for some years was noted for the summer period. This was believed to be due to a combination of good weather and the substantial effort made by local business to promote a quality visitor experience
- e) Concerns about the serious loss of business being created by the overnight chimes of the church clock were raised for discussion at the request of a business not present. A major customer of many years had been lost by one establishment due to its senior staff not being able to sleep through the noise. Another establishment recently had two customers, who had booked to stay for two weeks, walk out after three days saying the noise was unacceptable and they could not sleep. A third establishment had registered its concern. It was agreed the Chair of the Forum contact the church make it aware of the economic and social impact of the clock chiming throughout the night.

Notes circulated by Ron Simpson 8.9.2013

Attachments:

Appendix A - Neighbourhood Forum Newsletter
Appendix B – The Grimsey Review - Summary

Uppingham Town Partnership Minutes

(References to the Neighbourhood Plan are highlighted in red)

Minutes of the meeting of Uppingham Town Partnership
7.30pm, November 28th 2011, Uppingham Town Hall

Present:

Lucy Stephenson	Rutland County Council (Chair)	LS
Phil Wignell	Community (Treasurer)	PW
Susie Burrows	Community (Secretary)	SB
Marc Oxley	Business (Vice Chair)	MO
Terry King	Rutland County Council	TK
Peter Rees	Town Council	PR
Dave Casewell	Town Council	DC
James Lammie	Rutland County Council	JL
Rachel Watt	Community/Church	RW
Dick Reeve	Town Council	DR
Edmund Hockley	Community	EH
Jadene Clegg	Youth Council	JC
Abi Haddon	Youth Council	AH

1. **Welcome:** Edmund Hockley was welcomed as a new community member. Kevin Cox was welcomed as a representative of CS Ellis Group, to tell us about the Rutland Run.

2. **Apologies:** Tania Kerr

3. **Previous minutes:** accepted

4. **Matters arising:**

- i) **Rutland Run:** The Ellis Group is celebrating 80 years in business with another Rutland Run of vintage commercial vehicles, ending up with lunch at The Falcon. They also have the use of a magnificent Victory concert organ, with screens attached and a wide range of music/film clips. Intend to come through Uppingham at 10am on Sunday July 7th, circuit Rutland and return to Uppingham at 1.00pm. This attracted 2,000 visitors on a similar occasion in Oakham, and the committee unanimously agreed in principle that we would like to host it and feel that it would showcase Uppingham well. We will communicate with Kevin before Christmas, and a working party will be set up. UTC should be asked whether, in principle, Tod's Piece could be used for some family friendly events, hopefully involving many local groups & perhaps a competition such as 'it's a knock out'.

Some concern was expressed over two road closures on the High Street in such a short space of time, but the working group will consider all options and canvas local opinion. Jadene suggested ideas to involve younger people such as "car races".

Rachel suggested a Town Diary should be established, under the auspices of the Council, and this was welcomed and will be on the agenda for our next meeting.

- ii) **Finance Report:** Phil provided a breakdown of the current financial situation, which is healthy.

- iii) **Neighbourhood Plan update:** the committee is largely in agreement about which areas should be developed for new housing, and are now discussing the use of Tod's Piece and will begin to look at the location of business areas next. There are a total of 7 separate areas to consider and this is being done one at a time so that there is time for full consultation with the town.

- iv) **Heritage Trail update:** 20 sites of historic interest have been identified, and ideally there will be 7 information boards along the trail. Each site will have an A5 QR board so it can be linked to a virtual trail. Quotes are now being obtained for the street furniture (a couple of local names were suggested) and a photographer is taking photos through the seasons. Rachel offered a link with the new Church photos. Quotes are being sought for the website. Hopefully, the Trail will be active by June 2013.
- v) **Living in Rutland Ad:** the committee agreed that it was not felt that £600 for a half page advert was a good use of funds. **LS** to decline suggestion.
- vi) **Rutland telephone app:** Discover Rutland tourism agency are asking for the two town partnerships to make a one off payment, ideally of £600. OTP has suggested we split this 50/50, but it was agreed that a payment of £150 was a better reflection of the size of our community and that in return we would ask for a page for Uppingham and good feedback on hits. It is a free app. **LS** to let Libby know, and to enquire about the annual fee for joining of perhaps £30.
- vii) **LNS:** things going according to plan. Members volunteered for marshal duties and flyer deliveries. Information pack for marshals will be emailed, and the sign up/phone numbers/high vis waistcoats will be available in the members room from Tues. **DC** will cover the Town Hall, and **RW** the Church. 5 people from the Youth Council have volunteered to help with the Fairtrade stand in the Church & Jadene will co-ordinate that.
- viii) **Signage working party:** **LS, MO, EH & RW.** 1st meeting to be arranged by email after LNS but before Christmas
- ix) **Fairtrade update:** Youth Council very involved, meeting had with Richard from the steering group. Planning to put together a list of shops, schools & Churches who are involved. Press cover arranged. Rachel said it is possible to tell people that bulk buying of FT goods can be done through Mary Lloyd, who runs the Church supply. It was agreed that once the complicated application form is completed, it will be brought to committee for consideration.
- x) **Board membership:** As per the information sent to everyone by Phil, the best route to becoming a company limited by guarantee is to form a new company and it was agreed that the name Phil suggested (accepted by Companies House) is a good one. The old company can then be dissolved and assets transferred. It was agreed that all members over the age of 18 will pay £1 as their maximum liability. Phil & Susie were elected as directors. It was agreed to use an agent (at a cost of around £100) to set it up correctly. Members will sign up as individuals rather than representatives of any organisation.

5. AOB:

- i) **LSP money:** It was agreed that money from this source should be used for the Rutland Run day.
- ii) **Cinema club:** To do the subject justice, it was agreed to discuss this at the next meeting.

NEXT MEETING: PLEASE NOTE THAT THIS WILL NOT BE ON OUR USUAL DAY, BUT ON THURSDAY JANUARY 3RD, 7.30 TOWN HALL. There will be no meeting in December, and the February meeting will be early in the month. Normal times will be resumed and dates established at the next meeting.

Minutes

Extraordinary Meeting of the Uppingham Town Partnership Board

At 7.00pm on Wednesday 14th December 2011

Council Chamber 7.00pm

1. **Apologies:** Alan Pickerskill, Susie Burrows

Present: Marc Oxley, Pete Rees, Terry King, James Lammie, Phil Wignell, Lucy Stephenson, Victoria Brambini (RCC Officer – non voting), Dave Casewell

2. **Declarations of Interests:**

None

3. **Vote to make The Uppingham Town Partnership a Ltd Company.**

Proposals to amend the Constitution's *Legal Status and Financial Status*

- It was noted that there had been 21 days notice for this constitutional change which had been given in writing.
- It was also noted that this was an enabling vote (i.e. the constitution has been changed so that the UTP can change its status).
- It was noted that the banking arrangements would be started from the beginning of the next financial year.
- A limited company will be opened first before a bank account.
- Ken Bool has been asked to ask Ron Simpson for the company name Uppingham Town Partnership Co Ltd that he recently bought.

Proposal 1: "The organisation shall remain an unincorporated association unless otherwise determined by the Board" be changed to "The organisation shall remain a company limited by guarantee unless otherwise determined by the Board."

Vote: unanimous

Proposal 2. "2. Rutland County Council will act as financial accountable body for the partnership. All expenditure will be approved by the board and authorised for payment by an authorised signatory of Rutland County Council." Be changed to "2. The Board will act as financial accountable body for the partnership. All expenditure will be approved by the board and authorised for payment by 2 of 3 signatories of the partnership."

Vote: unanimous

3. ***Any other business***

- **Election of one member to the new Neighbourhood plan task force:**
- Phil Wignell proposed by Dave Casewell and seconded by Pete Rees
- **Vote: unanimous**

**Minutes of the meeting of Uppingham Town Partnership
7.30pm, March 28th 2012, Uppingham Town Hall**

Present:

Marc Oxley	Business (Chair)	MO
Susie Burrows	Community (Secretary)	SB
Dave Casewell	Uppingham Town Council	DC
James Lammie	Rutland County Council	JL
Terry King	Rutland County Council	TK
Victoria Brambini		

Apologies:

Alan Pickersgill	Business	AP
Phil Wignell	Community	PW
Lucy Stephenson	Rutland County Council	LS
Peter Rees	Uppingham Town Council	PR

1. Welcome and apologies. Victoria was welcomed to the meeting.
2. Declaration of interest. None.
3. Minutes from meeting of 29th February 2012. Agreed.
4. Matters arising:

Dave is still waiting to hear from Phil whether Pete Toms has been able to pass on the original logo to be used for pop-ups. Dave hopes to get some done in time for the Brocante. **DC/PW**

5. Constitution.

Marc, Phil and Lucy met to check through the original constitution/mission statement, and to agree appropriate changes in the light of the formation of a limited company. Dave proposed that these are accepted, James seconded and it was unanimously agreed and signed.

Susie to obtain an appropriate official minutes book. **SB**

6. Finance Report.

Lucy will update this at the next meeting.

7. Brocante.

Marc raised 4 items: 1) As the High Street is to be closed the following w/end, it has been decided only to use Crown Yard and the Market Place – with the Town Hall as back up – to minimise inconvenience for residents. 2) 17 stalls booked so far, with a double booking from Ashwell Nursery to come. 3) An ad appeared in the Antiques Trade Gazette last week, with a larger item to follow in next week's edition. Ads will also appear in local press (**MO**), and local magazines have been informed. Posters will go up around town, and hopefully appropriate banners. James and Susie offered to join the other marshalls, but more are needed. 4) £500 from LSP has been very useful towards advertising etc.

8. Feast.

Phil has £310 in sponsorship from local businesses so far, and an excellent poster/flyer has been designed by Holly Toms. Phil and Dave are to liaise about a bid for support from the Town Council.

9. The way forward.

- i) LSP money has been allocated and the previous misunderstanding has been clarified by Terry. Katy Lynch will forward the money as and when it is needed. This will be a very valuable safety net for the Feast, as it is hoped this year's will be even more of a success than last year's.

- ii) As Uppingham was the greatest user of the mobile play equipment funded by the lottery, Lucy has arranged for this to be stored at the Scout Hut so that it can be used for after school activities now that mobile funding has ended. Lucy has a list of the equipment. Terry suggested that the trailer might be useful for storage and transportation.

10. The Portas bid.

Marc met with members of the Oakham Town Partnership to discuss this, and it was decided to put in a joint bid. It is expected that there will be 350 bids, and only 10 can be successful. However, it has been a very positive experience on both sides to make contact with Oakham Town partnership. A bid for £84K is being submitted following a very positive response from local businesses, particularly in Uppingham. 30 letters of support from local businesses have been provided, plus some from our MP, Mayor, High Sheriff. No business had any negative feelings about the proposal. Dave proposed that the UTP continues to work with OTP, Marc seconded this and it was agreed.

Uppingham Town Council has viewed the bid and supports it, and Oakham Town Council are discussing it on April 11th. The suggestions in the bid tie in well with the Heritage Trail plan, and the neighbourhood plan. Victoria reported that she has met with members of both Town Partnerships to fine tune the wording (making it clear that the emphasis is on local needs rather than tourism), and once the necessary video is completed it will be sent off. The County Council has provided secretarial help with the bid. We appreciate Victoria's help, and the support of Uppingham Town Council. **Data used in this bid can be made available to the Neighbourhood Plan.**

Once the short film that accompanies the bid is available, Marc will forward a copy of both the bid and the film to Uppingham Town Council and Uppingham First.

MO

11. Cinema Club, Diamond Jubilee and Farmer's Market.

There is no further progress on either the Farmer's Market or the Cinema Club at this time.

UTP was asked by the Town Council to help with the Diamond Jubilee celebrations, but it was felt to be too close to the Feast. Instead, UTP offered to help with finances for small groups using £1K from the LSP funds. So far, two groups have asked for £100. It was felt it may be worth contacting the local primary schools to see if they need any aid.

MO

12. Olympic Torch.

Details are now in the public domain. The torch will take around an hour to pass through Uppingham, and there will be some additional entertainment – possibly the Morris Men. Dave suggested that Marc writes to Uppingham Town Council and to Uppingham First to enquire what plans they have so that the day can be co-ordinated.

MO

13. AOB.

UTP has been invited to send two representatives to a training day at VAR on Thursday May 3rd (9.30 – 4) on how to use volunteers most effectively. Susie and Marc to attend.

The meeting ended at 8.50pm.

Next meeting:

Wednesday April 25th
Wednesday May 30th
Wednesday June 27th

**Minutes of the meeting of Uppingham Town Partnership
7.30pm July 25th 2012, Uppingham Town Hall**

Present:

Lucy Stephenson	Rutland County Council (Chair)	LS
Marc Oxley	Business (Vice Chair)	MO
Phil Wignell	Community (Treasurer)	PW
Susie Burrows	Community (Secretary)	SB
Pete Rees	Uppingham Town Council	PR
Dave Casewell	Uppingham Town Council	DC
James Lammie	Rutland County Council	JL
Ian Watts	Community (representing Rachel Watts/PCC)	IW

1. Apologies

Terry King (Rutland County Council)

TK

Ian Watts was formally welcomed on to the Committee, as a representative of Rachel Watts & the PCC. Alan Pickersgill has offered his resignation due to pressure of work. The Committee expressed regret at his leaving, and appreciation of the hard work he has done. It is hoped that Nicola Denbigh will be joining the Committee, as a Business member.

2. Declarations of interest

None. The changes of the code of conduct for both Councils was noted, and it was agreed that common sense will be exercised in the light of these changes.

3. Previous minutes

Accepted

4. Matters arising

i) *Forward plan*: All members have now received LS's plan and appreciation was expressed. [Full discussion of this will be on the agenda for next month, and any useful comments in advance of that should be emailed to LS]

ii) *Website*: Confirmation is awaited that the Feast website ownership has been transferred from DP's to UTP. Tony's friend has done a great job at no cost, and has further offered free use of his software to update the UTP website. DC suggested he might like to be invited to tender for the Heritage website, for which funds are available. PW to follow up. **PW**

iii) *Stationery*: letterhead template received by all, but PW is going to ask Ben Toms if the resolution can be improved in the next 2 weeks. If not, LS will ask a friend to work on it. **PW/LS**

iv) *OTP/UTP drinks*: LS to chase them for confirmation of 22.8.12 – but please all put the date in your diary **LS**

v) *Youth Council*: The inclusion of 2 youth members has been mentioned to Karen Haddon. An alternative might be to find 2 young Uppingham people via the Church: IR to make initial enquiries, & LS to chase Karen. [Agenda item for next month: getting input from local young people once we have 2 young volunteers] **LS/IW**

vi) *Recruitment*: we still need 2 business (one possibly Nicola Denbigh) & one active UTC member. DC & PR to pursue the latter

PR/DC

5. Items of business

i) *Finance*. Appreciation was expressed for the full accounts by PW. It was agreed that to have a floating amount available in order that entertainment can be confidently booked in good time next year is a plus. Financial report

approved, and next year's Feast event can be even bigger and better. Torch relay/Jubilee: it was agreed that DC will ask Susan for a breakdown of the £1K given to UTC.DC

ii) *Fair Trade*: Rutland has been a Fair Trade county – has this elapsed? It was agreed that it would be beneficial for Uppingham to be a Fair Trade town: SB to check how many local stockists there are & pass information to LS asap.

SB

iii) *Bags*: LS to ask shops if they would stock some.

LS

iv) *Constitution*: LS to forward a copy to all members – please email her with comments. For discussion/revision in the autumn.

LS

v) *Flower Show Tombola*: Please will everyone raise as many items (anything suitable, not only bottles) & drop them off at SB's house (Lantern Cottage, 9 Leicester Road – 3 doors past Exeter Arms) asap. 3 bags will be used as tombola items, and bags sold on the stall. PR to help SB set up the stall at 12, SB to email other volunteers (JL, DC, PW, MO) with times to help. LS to ask the Jervis family for the loan of a gazebo.

SB, PR, LS

vi) *LNS*. 1st meeting at Vaults, August 1st. PW to liase with Oakham Festival for a date so that stalls can be booked for both events.

PW

vii) *UF*: Agreed it would be a good idea to have a working party & to select a shared project – possibly Farmer's Market or Fairtrade. Perhaps put items on each other's websites. Ron has agreed to a further meeting with LS, SB & PW following an informal meeting with SB – SB to arrange. **SB**

6. AOB

i) *Subscribers/Company*. LS will check with Geoff Pook if it is acceptable for councillors to be subscribers (not directors), or if it would be better for each council to be a subscriber for their 3 members

LS

ii) 2nd *Portas Pilot* bid not successful, but has led to combined action between both town partnerships for work on such developments as sustainable transport

iii) *The Heritage Trail* bid has been successful, with an amount allocated of £39K

iv) *Todd's Piece* is currently under discussion and ideas would be welcomed from UTP [Agenda item for August], and comments on Neighbourhood Plan. There is a lunch for the latter at the Falcon on August 1st and it would be good if as many UTP members as available could attend: SB & LS told PW they were both available.

v) *New lift at Town Hall*. UTC wondered if the opening ceremony would be an appropriate use of LSP money. LS to enquire

LS

vi) *Local broadband* schemes were discussed.

Meeting ended at 9pm.

Next meeting at 7.30pm, Town Hall, Wednesday August 29th

Minutes of the meeting of the Uppingham Town Partnership
7.30pm, August 29th 2012, Uppingham Town Hall

Present:

Lucy Stephenson	Rutland County Council (Chair)	LS
Phil Wignell	Community (Treasurer)	PW
Susie Burrows	Community (Secretary)	SB
Marc Oxley	Business (Vice Chair)	MO
Peter Rees	Uppingham Town Council	PR
Dave Casewell	Uppingham Town Council	DC

1. Apologies:

James Lammie	Rutland County Council	JL
Terry King	Rutland County Council	TK

2. Declarations of interest

None

3. Previous minutes:

Accepted (but it is MO not PW working on the website)

4. Matters arising:

- i) Finance: PW gave a full report on the current financial situation. All money is now in the appropriate account and the account is in a healthy position. The tombola & bag sales raised £230 & appreciation was expressed for SB's efforts. PW also reported that the high resolution logo works well: it has been circulated but **PW** will check that Susan has it.
- ii) OTP/UTP meeting: on 22.8.12 was felt to be very useful in looking at ways to support businesses in both towns. The idea was raised by LS of offering training for any business wishing to expand by trading online. Hopefully the power-point details will be emailed out shortly, & **DC** will circulate his own notes. There are interesting new plans for tourist & work-shift bus timetables.
- iii) Youth members: One person has put their name forward – LS is awaiting more information.
- iv) Website: MO requested more photos for the Feast website (**PW** to re-send ones sent to the man who was helping). This person suggested we buy the domain names for the Brocante & LNS too, so that all three can be linked to the UTP website – which has had 16,000 + hits since January with the football fixtures being the most popular page. **MO** will get the minutes on to the website.
- v) Forward plan: it was agreed to accept the plan proposed by LS at the last meeting.
- vi) World conker championship: DC has been attempting to offer Uppingham as a location, but has had no response – will keep trying
- vii) Bags: our bags are now on sale in Baines, Banyan & Bilsdons with the Bookshop considering them. **LS** to ask if Sarah Harding will stock them.

5. Items of business:

- i) Fairtrade: SB has been in touch with Mary Lloyd, Jane Greenlaw & David Lewis (Chair of Rutland Fairtrade Steering Group). DC reported that the Council would be happy for Uppingham to be a Fairtrade town (and **DC** will encourage purchase of Co-op's Fairtrade coffee for the Town Hall and will ask for formal support). Agreement that a stall, perhaps in the market or at LNS, would be good publicity – possibly in Fairtrade week. **SB** to respond to David Lewis inviting a member to our next meeting where Fairtrade would be the first agenda item.
- ii) Constitution/Company: It was agreed that both Councils need to give formal agreement to members becoming subscribers – **DC** and **LS** to get this as early as is possible. **PW** to check a few points with Pete Hems. **LS, PW & SB** to meet shortly to revise the constitution for approval at the next meeting.

- iii) Neighbourhood Plan: PW & DC gave a very full feedback on the point that has been reached so far. Questionnaires are going out, open meetings have been held, a meeting with the developers which was open to all was particularly useful (& has led to consideration of a plot south of Leicester Road not on the original County Council plan). Housing is the major issue: a minimum of 250 houses to be built & 11 possible sites have been identified – 3 of 50+ houses, the rest 20 or less (and this includes ‘windfall’ sites). Tod’s Piece is an area of some controversy, and will be an agenda item for the next meeting so it would be helpful if everyone could think through any ideas they have: **PW** will circulate the NP current ideas, and **DC** those of the Council. We will then be in a position to write a brief report. Appreciation was expressed for all the excellent work PW has done on the NP group – a very active representative of UTP.

6. AOB:

- i) UF/UTP meeting 21.8.12: The points of agreement were A) to form a task & finish group looking into the possibility of a new Farmer’s market (SB has sent out a basic questionnaire to stall holders as agreed). B) to investigate different ideas for a potential merger of some form & the possible timeline. The meeting agreed that we needed to have UF’s ideas on the possible form they would envisage this taking. C) to form a task & finish group on the best ways to promote Uppingham: DC & PW expressed an interest – the Town Council are urgently attempting to get at least 2 representatives from Uppingham on the Discover Rutland board. It was agreed that in future meetings between UF/UTP would be most beneficial with equal numbers representing both groups. **SB** to forward these thoughts to Ron, and ask for an outline plan of their ideas for a possible combined future which could be discussed at our next meeting.
- ii) Members: **SB** to check that Rachel Watts is actually on the circulation list. Nicola Denbigh has expressed interest in joining – **LS** to follow that up, and talk to the owner of the Angel Shop (and ideally Uppingham School?). **PR** will make sure it is an agenda item at the October Council meeting to select a third member.

Next meeting: 26.9.12

Minutes of the meeting of Uppingham Town Partnership
7.30pm, October 24th 2012, Uppingham Town Hall

Present:

Lucy Stephenson	Rutland County Council (Chair)	LS
Susie Burrows	Community (Secretary)	SB
Marc Oxley	Business (Vice chair)	MO
Terry King	Rutland County Council	TK
Tania Kerr	Business	TK2
Dick Reeve	Uppingham Town Council	DR
Jadene Clegg	Youth Council	JC
Abi Haddon	Youth Council	AH

Our 3 new members were welcomed to the meeting.

1. Apologies:

James Lammie	Rutland County Council	JL
Dave Casewell	Uppingham Town Council	DC
Phil Wignell	Community (Treasurer)	PW

2. Declarations of interest: None

3. Previous minutes: Accepted

4. Matters arising:

- i) Bags: A number of shops are now stocking our bags, and Baines is on its 3rd lot
- ii) Heritage trail update: to be left until the next meeting in the absence of DC & PW
- iii) Website update: 1,000+ unique visitors during 2012. Still the football fixtures that attract most hits. A new page is to be added for neighbourhood watch alerts. All board members are asked to contribute items for the website.

5. Items of business:

- i) Successful £10K bid for signage:
 - a) **LS** to ring Alf (Chair of OTP) tomorrow to suggest a 60/40 split between the two towns.
 - b) Working party (**LS, MO, TK2**) to be set up, and they will compare notes with the 3 members of the OTP working party headed by Anika from Oakham School when both parties have had a chance to assess each town's needs.
Terms of reference: to survey the current signage, to decide what would be most beneficial to the town (directions within the town or signs to the town for example); to consult with other interested parties (Council, Highways, traders, Uppingham School; Rutland Water – **TK** is meeting with them shortly and will raise the issue and let **LS** know their thoughts; Uppingham First; to consider whether signage in the new tourist bus routes would be good; to look at the lack of signs from the Corby direction. **SB** to forward Anika's contact details to **LS**.
- ii) Finance report: to be updated at the next meeting when **PW** is present
- iii) LNS update: arrangements going well, except for a total lack of **livestock**... Any ideas/offers would be hugely appreciated! **JC** & **AH** agreed that they would help Paula on the making-Christmas-decorations stall in the church.
- iv) Neighbourhood plan: update at next meeting by **DC** & **PW**. Todd's Piece survey has gone out
- v) Fairtrade update:

- a) Terms of reference: 1) MO has written to Susan to ask for a resolution to be passed to support Uppingham becoming a FT town, which involves committing to using FT products at meetings/events. 2) There are 4+ local places stocking FT products & more could be encouraged to use them 3) FT products need to be used in local churches (both the Methodist and Parish Churches are strong supporters) & schools if possible 4) UF have agreed to discuss FT 5) there should be an item in the local press this week, and events are to be planned starting with a stall at LNS. **JC & AH** have experience of FT promotion in UCC and are willing to help – e.g. cakes made with FT coffee, recipes, lists of where to buy FT products in Uppingham etc. 7) there is already a local steering group. MO has invited Mr & Mrs Baggott to attend the next working party meeting on 26.10.12, 5.30pm at Town Hall.

Timescale: aim to establish Uppingham as a FT town in early 2013. Will be producing a business flyer and an FT directory to go on local noticeboards

Outcomes so far: Good ideas already being set in motion. **SB** to contact Uppingham School to ask for their support (& to invite a replacement member to join us/talk about signage).

6. Ratification of amended Constitution: LS proposed that it be accepted, SB seconded and this was duly carried by all present. **SB** to send a copy of the revised constitution to all board members (and it will go on the website).

7. AOB:

MO felt we should re-visit the idea of a local cinema club, and will prepare a report for the next meeting having looked at viability/location/people to run it etc. **LS** to enquire from RCC whether they have any helpful ideas/equipment/customer profiles/cost breakdowns as they have had experience of running films at the museum.

Meeting closed at 8.40pm

NEXT MEETING 28.11.12, 7.30 TOWN HALL

Minutes from the meeting of Uppingham Town Partnership, May 29th 2013
Uppingham Town Hall, 7.30pm

Present:

Lucy Stephenson	Rutland County Council (Chair)	LS
Phil Wignell	Community (Treasurer)	PW
Susie Burrows	Community (Secretary)	SB
Rachael Watts	Church/Community	RW
Peter Rees	Uppingham Town Council	PR
Edmund Hockley	Community	EH
Dick Reeve	Uppingham Town Council	DR
James Lammie	Rutland County Council	JL

1. **Apologies:** Marc Oxley, Terry King
2. **Minutes from April meeting:** Accepted (2 abstentions from members not there)
3. **Matters arising:** Covered in (5)
4. **Finance report:** Some outstanding transactions during May. Barclays has failed miserably in the attempt to open the new account following the change of name as listed with Companies House. **PW** will look into possible alternatives to banking with Barclays.
5. **Items of business:**
 - a) **Feast update:** Bands are all booked, and most of the entertainment. Money is being collected (currently around £1k). For some inexplicable reason there is a problem with stalls this year – perhaps a clash with another event? **SB**, **LS** & **JL** are phoning around to try and encourage more bookings. **PW** will need marshals & volunteers for flyer deliveries, and more muscle power for moving heavy items at the beginning and end of the event this year. **PW** will email people with rotas/delivery requests.
 - b) **Road run/family day:** **LS** reported that there are some community groups involved. A good deal has been made for hiring blow up items, including an adult sized space hopper track. Scouts are willing to help with children's entertainment/refreshments. Plans are under way for a BBQ & music, and for a tug of war. **Ellis's** are supplying marshals, but more volunteers will be needed. Rather than deliver flyers for this with the Feast ones, it was agreed more volunteers would be needed a week before to deliver house to house. **LS** to check insurance cover.
 - c) **Brocante:** report deferred until next month when **MO** will be present
 - d) **Signs:** one 4-finger post (to match Heritage Trail street furniture – **LS** to double check this) will cost £1,614 (including VAT), 2 will be £3,228. This does not leave enough money to also update the brown sign into Uppingham as hoped (£300). However, **LS** has yet to talk to Uppingham School about a potential donation, and possibly we could also ask antique shops if they would make a small contribution in view of the new 'candelabra' sign. **EH** to ask if they would contribute. However, it was unanimously agreed that if there is a shortfall, we would prefer to have two fingerposts & the brown sign update and pay any difference from our own funds.

Location: The fingerpost to go near bus stops/Co-op seems an easy decision: there is a post with a bin attached near the bowls club that can be clearly seen from the bus stops and it was agreed that this could be replaced (if planning permission is given) with the fingerpost. The location in the Market Place is more difficult. The favoured position was in place of a broken post that used to indicate 'motorbike parking', on a concrete base. It was acknowledged this might be a problem at Fun Fair time, and it might get hit again. However, it is central. Other options include near the fence that is to be replaced with railings (although getting clear visibility is tricky), the seating area near the surgery (getting the fingers pointing clearly might be hard) or Baines corner (might have to be so far out on to the pavement that it could cause a pedestrian

hazard). Please could all members have a look in the next few days and feed their thoughts back to LS, who is going to next week's Council meeting on June 5th to present the idea of fingerposts.

- e) **Cinema update:** 71 tickets were sold, and there seemed to be a very enthusiastic response around the town to the idea of regular films. We did make a loss this time, because of a number of one-off expenses, but were delighted at the response. To break even, we would need an audience of 40+. The Phoenix man is willing to do a monthly showing on the second Wednesday of the month from September (with the local sweet shop selling sweets).
- f) **WW1 commemoration:** There is a Rutland event in late June 2014 at the army barracks in Cottesmore. Would people please bring any ideas they have for an Uppingham event to the next meeting.
- g) **Neighbourhood Plan update:** There is a draft report ready for consultation. There is a meeting next week, which means that more information will be available at the June meeting.
- h) **Heritage Trail:** the contract for the website has been signed, and the street furniture is about to be ordered. The website/information boards are being designed to match up. Hopefully something will be ready by July.
- i) **LSP update:** This was deferred until the next meeting in order to get DC's input
- j) **Fairtrade application:** the application is under consideration (see MO's email of 29.5.13). Further information at the next meeting when MO is present.
- k) **UTP/UF meeting:** No meeting has yet been set up. We will pursue this actively once the next two major events are completed.

6. **AOB:** None

Next meeting: June 26th 2013, Uppingham Town Hall, 7.30pm

**Minutes of the meeting of Uppingham Town Partnership
Town Hall, 7.30pm, 21st November 2013**

Present:

Lucy Stephenson	Rutland County Council (Chair)	LS
Phil Wignell	Community (Treasurer)	PW
Marc Oxley	Business (Vice Chair)	MO
Susie Burrows	Community (Secretary)	SB
James Lammie	Rutland County Council	JL
Pete Rees	Uppingham Town Council	PR
Dick Reeves	Uppingham Town Council	DR
Dave Casewell	Uppingham Town Council	DC

Inspector Lou Cordiner
PC Adam Ploszczanski

1. Apologies:

Carolyn Cartwright, Edmund Hockley, Terry King

2. Minutes from October meeting: Unanimously accepted

2A: Police visit:

UTP were delighted to welcome Inspector Lou Cordiner & PC Adam Ploszczanski, whose visit to join our meeting was arranged by MO. Inspector Cordiner joined Rutland police in June 2013 and anticipates being here for a minimum of two years. Possibly tempting fate, she mentioned that Uppingham is very quiet in terms of crime at present. PC Ploszczanski reported that in the past year there have been only 5 reported house burglaries & 6 in other premises (less than half of the previous year). Thefts & fraud also down. Night time economy complaints also down, & Sargeant Kev Pulley is being tasked to check up on licenced premises when he joins Rutland next month.

PC Ploszczanski is kindly going to come to UTP meetings twice a year, and Inspector Cordiner once a year to keep the committee updated. The committee were very pleased that they had come, found it very useful and expressed their thanks before the police officers left.

3. Financial Report:

PW presented his usual detailed financial break down for the month. We still have a healthy balance in the bank (account not yet changed), but need to bear in mind it does include £3,300 for signage.

4. Matters of business:

- a) **Website update:** This will be deferred until the next meeting on January 29th 2014 when hopefully RW will be present
- b) **Signage update:** Before arranging for the fingerposts to be made, LS is awaiting confirmation from the town council regarding exactly what wording they would like (in addition to the school direction, which Uppingham School is willing to pay for). Sites are agreed (market place railings, Todd's Piece bus stop) & **LS** will email Susan directly to re-submit the paper with our recommendations & ask that it be discussed at the next meeting of the Council in December for confirmation prior to ordering.
- c) **Film Night update:** SB reported another successful film night this month (give or take a couple of technical glitches!), with an excellent atmosphere/following. 48 customers. It was agreed that the 3 people who bake free nibbles (which do add to the social atmosphere) will be allowed £5 towards costs & that this will be listed under 'refreshments'. Do please all come along to the festive film evening on Dec 11th – The Great Gatsby. Dressing up optional but encouraged, wandering down to the Falcon afterwards recommended.
- d) **LNS:** LS reported that all is well under control, and distributed flyers to be delivered. Please would everyone who is available let LS know what times they are free for marshalling, & try to involve some other sensible folk. **LS** to try & get an individual mention of LNS in Uppingham into the press.

- e) **Pop-up banner update:** SB brought along one of the 2 newly purchased banners, which the committee liked the look of. SB thanked for arranging their purchase.
 - f) **Uppingham in Bloom representative:** Karen Emery will be coming to meetings in the future, starting hopefully at the end of January.
 - g) **Police representatives:** See 2A
 - h) **Plan for January meeting:** It was agreed that there should be 2 meetings in January (none in December). The first will be on THURSDAY JANUARY 9th, 7.30 Town Hall, and this meeting will have only one item on the agenda: a discussion of what UTP would ideally like to see for Uppingham from a potential town manager for Rutland if it happens. The second meeting, on WEDNESDAY JANUARY 29th will cover the usual agenda. From then on, back to meeting on the final Wednesday of each month.
 - i) **Consultative body update:** letter to be sent to RCC by **LS** to officially request that UTP be listed as a consultative body.
5. **AOB:**
- a) **Neighbourhood Plan:** DC reported that the second draft of the plan has now been largely distributed throughout Uppingham households. UTP unanimously supports the new plan wholeheartedly & commented on what an impressive document it is (motion proposed by SB, seconded by JL)
 - b) **Fairtrade:** Susan has put in writing that UTC unanimously support Uppingham as a Fairtrade Town & will use FT products wherever possible. MO has sent this letter to the FT foundation, and anticipates a response in the new year.

Meeting ended at 8.45

Next meetings: Thursday January 9th (single item agenda)
Wednesday January 29th (usual agenda topics)

Newsletters

Extracts From Neighbourhood Forum Newsletters

October 2011

Next Forum Meeting Date Announced

The next meeting of Uppingham Neighbourhood Forum will be at 7pm on Wednesday October 12th in The Falcon Hotel. Discussion items will include:-

- Limes, Firs and Spurs Association
- Late Night Christmas Shopping
- **The Uppingham Neighbourhood Plan**
- **Town Site Allocations and Policy Document**
'A map of possibilities will be on show'
- Get on Line Project Update
- Uppingham in Bloom – What's next?
- Report from the Forum's representatives on Uppingham First
- New Neighbourhood Watch Arrangements
- Broadband Development
- Any other business notified to the Coordinator

Community, sports and charity group representatives and residents are invited to join their neighbours for lively discussion over their favourite tippie.

For more information, or to be put on the Forum's mailing list, send your contact details to:- enquiries@uppinghamneighbourhoodforum.org.uk

Community Message Board

Want your say about what is happening in Uppingham? Why not do it online? See the 'Community Forum' at:-

www.uppinghamfirst.co.uk

The Uppingham Neighbourhood Plan

Are you the Secretary or Chair of a local society, community organisation or sports club? Are your members concerned about the government's aims to simplify the planning process? Do you know what is possible in Uppingham from the RCC Site Allocations and Policies Document currently out for consultation? What do you feel is appropriate development for Uppingham Town Centre including Tods Piece and the Industrial Estate? Did you like the ideas in the Parish Plan and the Uppingham First publication Uppingham 2025?

A grant has been secured to help create an Uppingham Neighbourhood Plan. A well designed Neighbourhood Plan could help prevent inappropriate development. Come and see what the developers could do to Uppingham. Attend the Forum meeting on October 12th in the Falcon Hotel. Once the plan is completed it will be put to the community for approval. Seating is limited so book your place or seek more information from the Secretary of Uppingham First at:-

May 2012

A DATE FOR YOUR DIARY

'MEET THE UPPINGHAM DEVELOPERS'

JUNE 30th 2012 10AM TO 4PM – Town Hall

UPPINGHAM NEIGHBOURHOOD FORUM

The Voice of the Voluntary/Third Sector in Uppingham



Newsletter September 2012 Special Neighbourhood Plan Edition

An Opportunity to Vote

Welcome to this very special edition of the newsletter which is, on this occasion, funded by the Uppingham Neighbourhood Plan Task Group. In addition to the usual community news and information items you should find two double sided sheets attached to the newsletter, one of which is a voting paper to be returned to the Task Group. One of the attachments is a double sided map showing the location of the Uppingham development sites being considered by Rutland County Council and the Task Group. The other is a brief description of the sites, accompanied by the Task Group's recommendation as to whether further development should be permitted and, if so, what type of development. Where appropriate, an estimate of the number of properties possible on the site is included. Residents are requested to indicate whether they agree or disagree with the recommendations and to return the schedule to one of the locations listed. Please note the following:-

- This is an additional consultation to that required by the legislation enabling the Neighbourhood Plan. Residents on the electoral role will still have the opportunity to vote on the whole plan later in the year
- The total response/vote on the development site recommendations **will influence the Task Group's final decision on what goes into the Plan**
- The Task Group has deliberately indicated its support for more sites than needed to produce the 200 – 250 properties required by the town over the next few years. This is because the Group would prefer to see development phased and spread over a number of sites in clusters, rather than built as one or two large estates.

Please return your voting form as soon as possible and no later than September 14th 2012. Please also remember to enter your Post Code before handing it in.

Date of Next Forum Meeting

The next meeting of the Neighbourhood Forum will be held at 7.30pm on Thursday September 27th 2012 in the rear restaurant of The Falcon Hotel. Agenda items will include:-

- A formal welcome to the representatives of the new Branston Road Forum
- An update and discussion on the work of the Neighbourhood Plan Task Group
- The result of the community vote on the development site recommendations
- Executive Committee Report including Uppingham First matters
- An update on the Broadband Fibre Network and Uppingham Mast projects
- Updating reports from Uppingham in Bloom, Neighbourhood Watch/Policing, Rutland Consortium, Get on Line and Town Twinning.
- Tods Piece – a discussion on community priorities

Residents, community, sports and charity group representatives are invited to join their neighbours for lively discussion over their favourite tippie.

Draft Vision Statement - Uppingham Neighbourhood Plan

The aim of the Plan is to retain and enhance the traditional values of a small market town. Some of these values have already been recognised in Uppingham 2025 and the Parish Plan. The intention is to ensure that future development in Uppingham reflects the community's needs and aspirations. The built environment should be compatible with local

and national policies, but above all should enable all sections of the community to enjoy a sustainable way of life in Uppingham. Edward Baines - Chair

April 2013

An Opportunity to Comment on the Draft Uppingham Neighbourhood Plan

Welcome to this edition of the newsletter which is published just ahead of the next meeting of the Neighbourhood Forum. Residents attending this meeting will receive a presentation on the final draft of the Uppingham Neighbourhood Plan and are invited to comment on the draft proposals in it prior to it being formally considered by the Town Council in May.

Come along and learn where new housing is to be built. What is planned for sites off Leicester Road and around the Firs Estate? What changes might be approved on Tods Piece? What is planned for the Station Road Industrial Estate? What has happened to the idea of creating a community hub? What about local transport changes? All will be revealed at the meeting with the opportunity to ask questions. Come early for a good seat!

Are you housebound and unable to attend? Why not discuss the draft plan over the telephone by appointment? Call 01572 495050.

September 2013

The Neighbourhood Forum recently collaborated with the Design Council to pilot a new community toolkit called Voicebox. The toolkit is being designed to assist local communities get involved in the design of local housing developments.

In Uppingham Voicebox was used to shape up ideas for one of the Neighbourhood Plan development sites on Leicester Road. See the result at the next meeting of the Forum on September 26th.



Neighbourhood Forum September 26th 7.30pm at The Falcon Hotel

Welcome to this edition of the newsletter which is published just ahead of the next meeting of the Neighbourhood Forum. Residents attending this meeting will:

1. Meet the Forum's new Executive Team
2. Receive a presentation on the second draft of the Uppingham Neighbourhood Plan
3. See the first design ideas for Leicester Road
4. Hear about the Uppingham Hopper project
5. Be updated on the community hub project

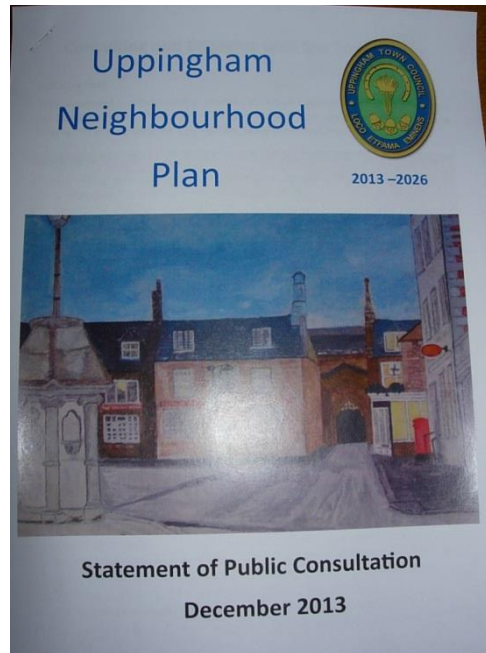
6. Hear updates from a variety of Community Groups

Come early for a good seat!

Are you housebound and unable to attend? Why not telephone for an update after the meeting? Call Uppingham First on 01572 495050.

January 2014

Neighbourhood Plan Approved



On December 23rd 2013 Uppingham Town Council unanimously approved the final version of the Uppingham Neighbourhood Plan and its accompanying Statement of Public Consultation. It agreed to forward them to Rutland County Council for adoption.

The Plan will next be considered by a qualified External Examiner to ensure it meets the necessary standards. He or she has the power to require changes to be made to the Plan if it does not meet certain basic conditions. It is expected that the Uppingham community will be invited to vote in a Referendum to adopt the Plan in May 2014. The Referendum will be conducted by Rutland County Council which has been given additional funding by Government to cover its costs in the matter. The final version of the Plan can be seen at:-

www.uppinghamneighbourhoodplan.info

UPPTOWN NEWS
UPPINGHAM TOWN COUNCIL NEWSLETTER
WEBSITE: www.uppinghamtowncouncil.co.uk
Tel: 01572 822681 Email: clerk@upptown.co.uk

The Town Hall
High Street East
Uppingham
Rutland, LE15 9PY

OFFICE OPENING HOURS

MON	CLOSED	
TUES	9—12	2—4
WED	9—12	2—4
THURS	9—12	2—4
FRIDAY	9—12	2—4

TOWN CLERK
Susan Awcock
01572 822681
JANUARY 2012
SPECIAL EDITION!

UPPINGHAM TOWN NEIGHBOURHOOD PLAN

The residents and businesses of Uppingham have been offered a unique opportunity to have a greater say in future planning of the town. A Task Group comprising of town organisations is now working on the development of a **NEIGHBOURHOOD PLAN** which should be able to outline the planning preferences of the town in its future development. In order to progress this plan it is important that as many of the residents and businesses of the town have their say on how they would wish the town to grow and develop to meet the particular challenges of the next 20 years, and the more general ones beyond that.

In support of this process Uppingham Town Council in collaboration with the Neighbourhood Plan Task Group will be holding a CONSULTATION DAY on SATURDAY 4 FEBRUARY in the Town Hall. All residents and businesses are welcome to attend either the morning session 10 am-12 noon or the afternoon session 2.00 pm-4 pm Both sessions will start with a brief explanatory presentation, before small table discussion sessions where all will have their chance to have their say. It would be helpful, but not essential, if you could let the clerk know of your intention to attend a session (contact as per the head of this newsletter). To give some structure to this consultation exercise, discussions will centre on a series of 7 themes, and questions within these themes. The questions are only a guide, and any thoughts are welcome!

THEMES

1) THE LOCATION OF NEW DWELLINGS. The county council are already in the process of consultation over the location of an envisaged 250 extra dwellings in the next 20 years in Uppingham in their “Site Allocation” document which has been on display in the town library and recently debated at length by the Town Council. Whilst the Town Council has responded over each of the proposed development sites in the town, the general thrust of their response has been to reject large scale estate developments in favour of smaller developments dotted over the town. Where would YOU want to see housing development? What sort of dwellings?

2) THE APPEARANCE AND DEVELOPMENT OF THE TOWN CENTRE SHOPPING AREA. One of the great attractions of our town is the heritage of our high street and other shopping areas. How would you like to see this develop in the next 20 years? What about the Market Square? How should it be used? What are your views on shop frontages, advertising, security, and of course....parking!

3) THE LOCATION OF INDUSTRY. We are where we are as regards the location of industry, but where would YOU like to see future developments? What should they look like? How should road access be developed for current and future developments?

4) THE TOWN'S INFRASTRUCTURE. A vibrant town needs an infrastructure that helps it run smoothly and be able to sustain its way of life. Broadband is an essential requirement of both home and business life. Does Uppingham have enough capacity in this regard? Is our sewage system adequate? Do we need a North /South bypass? Uppingham is reasonably well served with bus transport (during the day!) but the majority of movements within and to and from the town are by car, or by foot or pedal. How well does the town cope with this pattern? Do we need more one-way streets? Do we need more car parks? If so where? How do pedestrians fare? Are they safe? Should parts of the town be a pedestrian precinct? Would an internal "hopper" bus service improve the quality of life? Is Uppingham a cycle friendly town? If not, how could we make it one?

5) THE TOWN'S OPEN SPACES. Uppingham has several "green spaces" within the town, which add to the character of the town, but cost money to maintain. What priority should we give to these sites? Could they be better used? Tod's Piece is possibly the jewel in Uppingham's crown, but are we using this space to best effect? How might we improve this area to the benefit of all?

6) COMMUNITY SERVICES Does Uppingham give enough access to the community services that we all need at some time? Is the current health provision adequate? In the right place? Do we have enough dentists? What about our schools? Are they appropriate for our community? Does the town NEED a library? Where it is? Does the Town Council serve the community's needs? Is the Town Hall fit for purpose? Are we happy with policing arrangements, including the new location of a Police Office at the Town Hall?

7) ECONOMIC DEVELOPMENT AND DIVERSITY. In order for a small town such as Uppingham to survive it must avoid a dependency on a single industry or employer and look for futuristic new industries. The shopping area must avoid becoming a carbon copy of all high streets by offering a diverse selection of retail experiences. How does Uppingham stand up to this picture? What should be done to ensure that it can continue to develop rather than stagnate, and offer a unique retail offer to both residents and visitors alike?

YOUR VIEWS ARE WELCOME ON ALL THESE THEMES AND QUESTIONS, and indeed on any other aspect of the Town's development not mentioned above.

YOU CAN DO THIS BY:

- **WRITING/E-MAILING To the Clerk to Uppingham Town Council (address at the head of this newsletter)**
- **ATTENDING one of the two consultation sessions on SATURDAY FEBRUARY 4th and joining in the discussions. If necessary, just drop in, and you will be made most welcome.**

OR ANY COMBINATION OF THE ABOVE!

THIS IS A BIG OPPORTUNITY FOR THE TOWN. PLEASE GET INVOLVED AND LET US HAVE YOUR VIEWS

Before the plan can achieve formal status there will be a community vote to approve the content of this plan which will require a minimum of 50%+1 approval. We therefore need to get it right BEFORE this vote so PLEASE get involved NOW!

SOME FURTHER BACKGROUND: The Uppingham Neighbourhood Plan activity is one of a small number of "Path Finder" projects acting as a pilot for other parish and town councils and is funded by a £20000 grant from the Department for Communities and Local Government stewarded by Rutland County Council. The grant was originally obtained by Uppingham First who have formed a task group chaired by County Councillor Edward Baines to progress the project in collaboration with other Town Organisations. Full membership of the task group can be found on the Uppingham Town Council web Site.

YOUR VIEWS ARE WELCOME ON ALL THESE THEMES AND QUESTIONS, and indeed on any other aspect of the Town's development not mentioned above

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OR ANY COMBINATION OF THE ABOVE!

THIS IS A BIG OPPORTUNITY FOR THE TOWN. PLEASE GET INVOLVED AND LET US HAVE YOUR VIEWS

UPP BEAT – NEWS FROM YOUR LOCAL POLICING TEAM

First may we wish you all a Happy New Year. PC2113 Pete ICKE, PC1681 Adam PLOSZCZANKI and PCSO 6613 Andrew WYLIE make up your local Safer Neighbourhood Policing Team and are based at Uppingham Police Office, Town Hall, High St East, Uppingham, LE15 9PY. The Office at the town hall does not have public opening times but we will be happy to help if we are on duty.

We would like to know if you have any issues or concerns. Our local priorities are set by you the community. This can be anything from crime, traffic or nuisance behavior which the Police, County Council or other partner agencies can realistically tackle by work-ing together. See below how to contact us. The forum for this working group is called the JAG (Joint Action Group) and takes the form of monthly meetings usually chaired by Oakham's LPU Commander Kam Mistry and our partner agencies. These include Rut-land County Council, Spire Homes, Social Services, Youth Offending Team, Youth Services, Leicestershire Fire Brigade to name a few. Our current beat priority is to tackle anti social behavior in and around Uppingham C of E Church.

We like to keep the local community informed of any emerging issues and send requests for information from the public. This is achieved via Neighbourhood Link which is our online message service which allows Leicestershire Police and our partners Leicester-shire Neighbourhood Watch to issue regular bulletins aimed at keeping you up to date in regard to crime and concerns in your local area including seasonal crime prevention advice. It is a flexible system which can be filtered to suit your individual circumstance i.e., homeowner, retailer, business owner or farmer etc. We encourage you to register for this at www.neighbourhoodlink.co.uk

Should you wish to speak to us in person our next beat surgery is at Uppingham Town Hall between 1100-1200 on Saturday 9th Feb-ruary 2013.

How to contact the police, 999 - In an emergency, for example when life is in danger or a crime is being committed.

101 – For all a non emergencies, (i.e. not requiring immediate police attendance).

To contact your Safer Neighbourhood Team▪ Voice mail – Call 101 – Follow the instructions and when prompted, enter Officers identification number and leave a message.

ALLOTMENTS

There are vacant allotments on Tod's Piece and the Leicester Road site. The cost for Tod's Piece is £20 p.a. Leicester Road £25 p.a. Now is the time to consider undertaking one to prepare for planting next spring.

Further information from the Clerk.

MESSAGE FROM THE MAYOR

What will the year 2013 hold in store for Uppingham Town Council? Or , more importantly, what will be in store for the Townspeople?

One thing is certain , and that's uncertainty! The political world in which the Town Council lives, both at county and national level is a difficult one beset with economic problems , and this is giving the great political experiment of "localism" a difficult infancy with

outcomes perhaps different from those envisaged when the parliamentary bill was passed in 2011. The idea behind localism was to

ensure that political decisions that affect local people should be made as locally as possible; and therefore in Uppingham's case, the task is to see which local decision processes and services can be sensibly devolved from Rutland County Council to the Town Council.

This will be a top priority for the Council in 2013, and they will hold a series of discussions with the County Council over how best local services and buildings can be organised and controlled to continue to support the fabric of life in the town. This continues a pro-cess began in 2012 during which a relationship of mutual respect has grown between the Town Council and the officers and politicians of the County Council.

One of the key parts of localism is that of local control of planning decisions, and Uppingham is a national leader in its work to develop its own "Neighbourhood Plan" .Representatives from a wide variety of organisations have been working and consulting for the last 12 months to create this plan , and it is hoped that the Town Council will have a draft plan ready for final consultation and local approval by the end of the year. If approved by local referendum, the Neighbourhood Plan will be the crucial significant planning document for the town over the next 20 years.

In order to guide its future activities the Town Council has drawn up a "Vision , Aims, Objectives and Priorities" document which outlines the council's direction of travel. In summary the Strategic Aims cover: an adequate and appropriate housing supply , vibrant shops and businesses, sustainability of its economic development, an appropriate physical and social infrastructure, the maintenance of open spaces , and the continuing capacity of a town council to meet the growing demands of localism and the needs of the town's population . Quite a challenge!

Finally, there has been a great deal of talk of transparency. We at the Town Council aim to be as transparent as is possible in all our deliberations and judgements . All our meetings are public and we welcome the attendance of members of the public to view our proceedings . We have been getting just such attendance at our last few meetings , and we would LOVE to see our council chamber "public gallery" filled! The details of our next meetings appear in this newsletter.

And even more finally , if you would like to meet with me, or indeed, any of the town councillors, you would be most welcome. Simply contact the Clerk, contact details above, and a meeting can be arranged. We are your elected representatives and always welcome debate and discussions with townsfolk.

Best wishes, David Casewell, Town Mayor

FIELDS IN TRUST—QUEEN ELIZABETH 11 PLAYING FIELDS DEED OF DEDICATION—TOD’S PIECE

In association with the National Playing Fields Association, Uppingham Town Council has agreed to dedicate Tod’s Piece as a Field in Trust. There is no change in ownership, nor day-to-day management. Tod’s Piece is there for sport, play and recreation, by protecting it Council are opening up opportunities to apply for funding for improvements. The council are currently considering providing adult fitness equipment and renewing the skate park.

HERITAGE TRAIL

Progress on the development of the town’s Heritage Trail continues. The 20 sites on the trail have been agreed, and the working group are liaising with the Uppingham Local History Study Group to gather historical information for these sites. The plan is to mark the trail with a series of 7 “information boards” and an information sheet/map showing the route round the trail. Each site will be marked with a small plaque indicating its number and offering a “QR” code which will lead to further information about each site. The whole trail is backed by a major web site which is currently in development, but can be viewed at www.uppinghamheritagetrail.org.uk.

In early July, the trail was given a trial run by about 20 townspeople who responded to a press request for help, and their comments helped us arrive at a final version of both the “information boards” and the leaflet. Thank you to them!

At the time of writing we await planning permission and finalisation of all the design work before we move to the construction of the boards in acid etched steel, and their erection on site. It is hoped to have the trail available this autumn, with a formal launch in the spring of 2014.

The trail development is managed by Uppingham Town Council with support from many other local organisations, and funded by Her-itage Lottery Funds.

TOWN SIGNS

The Uppingham Town Partnership has acquired “Portas” funding to provide 2 finger directional posts within the town. 1 will be sited on Tod’s Piece and the 2nd will be sited in the Market Square. It is intended that these signs will be in the same style as the Heritage Information Boards

A GUIDE TO BONFIRES

Many people assume there are bylaws prohibiting bonfires. There aren’t.. But if a neighbour is causing a nuisance by burning rubbish they can be stopped by using the Environmental Protection Act 1990. To be considered a nuisance the bonfire would have to be a regular problem and interfering substantially with well-being, comfort or enjoyment of your property. Therefore if the fire is only occasional it is unlikely to be considered a nuisance. Similarly if you are troubled by a series of bonfires from various neighbours each of whom only burns occasionally, this would not be considered a nuisance because no individual can be held responsible.

Good bonfire guidance

Avoid lighting in unsuitable weather conditions e.g. when the wind will carry smoke over roads or onto other people’s property. Only burn dry material. Avoid burning at weekends and on bank holidays when people are more likely to be in their garden. Never leave the fire unattended or leave it to smoulder. **BE CONSIDERATE.**

NEIGHBOURHOOD PLAN

The Neighbourhood Plan Task Group are grateful for the many responses received following distribution of the draft document. All responses are being discussed and a second document is being prepared for further consultation which will be delivered to all residences and businesses in Uppingham and Ayston. Copies will also be available for collection from the Town Hall.

**UPPINGHAM SENIOR CITIZENS’ 6TH CHRISTMAS TEA PARTY
HOSTED BY AGE CONCERN UPPINGHAM
Sunday 1st December 2013 2.45 pm – 5 pm in the Town Hall
Tickets available on Friday 15th November
10 am – noon at the Church Rooms**

Needed; Volunteer dog wardens who will be able to serve fixed penalty notices to dog owners who do not clean up after their dogs. Free training on 23rd August 2013 from 2.30pm to 4.30pm.

Venue Bottesford Parish Council, expenses paid.

Interested?

Please contact the Clerk: clerk@upptown.co.uk for details.

Workshops and Events

In Partnership with the Uppingham Neighbourhood Forum; Uppingham Town Council and Uppingham Town Partnership

Uppingham Neighbourhood Plan Workshops

Uppingham Town Hall

Saturday February 4th 2012

10am to 12noon & 2pm to 4pm

Programme

1. Welcome

Edward Baines – Board Member Uppingham First and Chair, Uppingham N Plan Task Group
Cllr Peter Rees – Town Mayor

2. What is a Neighbourhood Plan and Why Did Uppingham First bid for Front Runner Status

Ron Simpson – Board Member Uppingham First and Project Lead Officer.
Brett Culpin – Senior Planning Officer (Planning Policy), Rutland County Council.

3. Workshop Organisation, Themes and Feedback Arrangements

Cllr Lucy Stephenson – Task Group Member and Uppingham Ward Councillor

4. Discussion Groups

Attendees to rotate around groups according to areas of interest (refreshments available)

- A) Housing and New Build**
- B) Town Centre and Market Square**
- C) Industrial Estates**
- D) Infrastructure**
- E) Open Spaces & Todds Piece**
- F) Community Services**
- G) Economic Development and Sustainability**

5. Feedback and Closing Summary

Edward Baines

Background Information

The Uppingham First Partnership

Information on Uppingham First is available at www.uppinghamfirst.co.uk. Task Group Chair is Edward Baines, local businessman and County Councillor. Project Lead is UF Company Secretary Ron Simpson C Mgr FCMI CFCIPD MEd. He can be contacted directly on the telephone numbers below and via his direct e-mail rons@clara.net

Procurement Standards

Uppingham First is both a public/private sector partnership and a company limited by guarantee registered with Companies House. The company requires all its Directors, trading partners and contractors to observe the latest procurement, quality and service standards required by EU and UK legislation. The company observes the Nolan Committee's Principles of Public Life and the Codes of Conduct of Rutland County Council and Uppingham Town Council.

Unless otherwise requested please direct all correspondence to The Secretary, 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA

Uppingham Neighbourhood Plan

Public Consultation Workshops 4th February

Notes of feedback

1. Branston Road Housing Development

2 Branston Road residents were concerned about demolition and new development taking place on Spire Homes flats site.

They wanted to know proposed tenure split of new properties. Source of their concern is impact of increased traffic, particularly on street parking inhibiting visibility and dangers to children playing in street. Additional concern about more development on site of garages. Both people rent garages and state that there is good use of garages. Concern that these will be lost adding to on street parking plus more parking and traffic from redevelopment of the garages site.

Options discussed included provision of garages in their rear gardens that back onto garage site service road or redevelopment of site taking place in a way that met tenants demand for garages.

Possible loss of Public Open Space in area to new housing discussed. View was that a reduction in the area for open space would be acceptable if a good quality equipped play area was provided for the local children and the garages needed were retained – allowing for the proposed redevelopment for housing still to take place.

Discussion then on need for two Primary Schools in Uppingham. Scope for releasing the CofE Primary School for new housing was considered with expansion of the Leighfield Primary School to cater for future needs.

2. Need for More Executive Housing/Service Charges /Site for Medical Centre/ sites for new housing/ Tod's Peice

Two residents of the town called for the provision of more Executive Homes in the town to attract people that would improve the balance of the community and potentially bring jobs to the town.

They suggested that service charges for garaging on properties in the Firs Road area need to be controlled, people were facing 4 fold increases since moving in.

They stated that the medical centre was strained to the limit. They called for a centre modelled on the Syston example. They suggested that the Fire Station site would be a good location for a redevelopment of community facilities. Alternatively the Pavilion site off Seaton Road would be a good location and with a Pharmacy would draw shoppers further down High Street east and improve the retail offer in the town. They suggested the Cricket Pitch could be moved to the Leicester Road football pitch site.

They suggested that a lot of empty properties off Branston Road, to the rear of the Spires demolition site.

They were supportive of larger scale housing land releases off Leicester Road as the best location.

They expressed concerns about use of Tod's Peice by older children – drugs, alcohol, vandalism etc. New ramp for Skate boarders has improved things but more could be done with the site to make it better and more safely used.

3. Better facilities for the elderly

Two residents called for better walking facilities, including walking leaders to arrange organised walks. They said they didn't use the Library much as it is not welcoming, is in poor state of repair, not a good range of books.

They called for a better medical centre – parking difficulties were raised. Also long queues and waiting times to get telephone calls through to make appointments.

4. Improved Bus services/planning for educational needs

An elderly gentleman called for improvements to bus services to Peterborough, especially to access the new hospital. He claimed that most GP referrals at the medical centre were now to the new Peterborough

Hospital and not to Leicester or Corby. Despite the better bus services to those towns he felt the elderly would be better served by improved bus services to Peterborough. At present Uppingham only has one bus to Peterborough a day.

An Uppingham Hopper service was called for. He asked that consideration be given now for planning the facilities for the increased elderly population to come due to the demographic profile of the town.

He also raised questions about the future planning of school places. He was concerned about the complication in planning adequate facilities brought about by parental choice and the opportunity for schools to secure Academy status and take themselves out of the control of the Local Authority and compete for children.

5. Tod's Piece

A small group of residents called for a flagship investment in improving facilities at Tod's Piece. They said it was a large featureless unwelcoming place. They suggested peripheral bunding and tree/shrub planting to contain the site with fencing to protect ball game areas. They suggested a Community Hub should be located there to give the space a focus and if necessary the football club should move, although the political difficulties in doing this were acknowledged. They suggested this space should be prioritised for any developer contribution investment.

6. Provision for the Creative Arts

There was a call for workspaces for the creative arts to be accommodated - a location behind the NFU building was suggested. This would improve the aesthetic quality of this northern gateway into the town. A craft centre was suggested for the Petrol Filling Station site which should move out to the by-pass for a better commercial position.

7. Need for small infill housing sites rather than large housing estates

A local resident argued for more small sites, especially infill where a better quality design can be achieved that reflects better the local vernacular. He argued small sites should be identified in the neighbourhood plan and protected for development so that they could be counted as part of the overall housing supply available to meet the towns housing target. He stated that small housing sites attract local builders who use local traders so more local employment is achieved by promoting such new development.

NOTES FROM TABLE 1 (HOUSING) SAT 04 FEB

SPECIFIC TO HOUSING

- New Housing should be in character with locality
- A village green feel would be good for new developments
 - Community feel
 - Informally supervised children play area
- Must consider play areas in new developments
- Concern over loss of play area to west of Branston Rd garages. Promises that the area would be landscaped have not been fulfilled. Now a dog toilet
- Support for infill proposals
- Support for small developments Why?
 - Generally better quality using local builders who can be held to account
 - Local builders employ local workers
- Need 1 or 2 bed houses...starter homes (several comments)
- BUT do not ignore "top end" housing for balance and wealth infusion. Individual plots for private development?
- All new dwellings should have requirement for 2 parking spaces

- Garaging arrangements for some in Firs/Lime area where garages are in “courts” are unsatisfactory and expensive. Should not be repeated
- Parking an issue not just in town centre but in housing areas. Demolition of Spire Home garages will create parking problems on Branston Rd
- Need for bungalows for the elderly in Samuel Court replacement (need to remember original objectives of SC)
- General point re dwellings for younger families and elderly (Uppingham becoming a refuge from villages for elderly)
- SAL/UPP 04 should be 14 not 18 dwellings (involved party)
- Poor communication between contractors /owners with locals over Samuel Court demolition. Apparent ignoring of restrictions asked for by Town Council
- Importance of communication at all times

GENERAL

- Internal shuttle bus to new location of doctor’s surgery New Surgery location not helpful to non car users. Could be threat to chemist businesses in town centre, particularly Ashdale
- Current surgery is at max capacity (at least 2 mentions)
- New Surgery location not helpful to non car users
- Will Fire Station site soon be free? Central site which could contribute to town
- Schooling to cope with growth
- Unpopularity of Uppingham becoming a dormitory town
- Need for employment opportunities
- Development of Industrial area in N of Town needs to carefully consider aspect from the North
- Starter units in this area . High Tech importance . Link with UCC
- Could town develop starter “craft” units to encourage self employed artisans? These can often be a tourist attraction.
- Need for youth facilities
- Need for a community building . Town Hall @ full capacity. Could Scout hut have multiple usage/development? (3 mentions)
- Could the Bowls/Football club building be developed? Could the Football Club follow cricket club out of town?
- Improved parking signage .Parking too cheap. Why should Uppingham residents subsidise cheap parking?
- Unease re Oakham Hopper arrangement
- Please bring back Peterborough bus . Currently 1 a year!
- Resite garage at roundabout (At least 3 mentions) . Possible small scale Supermarket at Roundabout to serve N& W of town, BUT not to threaten high street -some tension. Petrol station in dangerous location
- Could Upp School be persuaded to sell Upper Cricket Ground for development: housing/ parking?
- De trunk A6003 to enable (weight) restrictions or other chicane dissuasions for HGVs
- Much interest in discussing By Pass. All in favour, but understand the long term nature of project

Notes from Saturday Neighbourhood Planning Day: Community Services:

Morning Session: *4 residents came to our table*

Surgery:

- Discussion of out of hours service not being long enough / too early in the evening
- Discussion r/e location: issues for disabled access and lack of ease for dropping patients off safely

- Discussion r/e use of the Doctors' car park – this would ease the issue (but obviously a knock on effect on parking elsewhere in town if the car park is used for blue badge holders / picking up and dropping off)

Preschool:

- Good in terms of activities available
- Query r/e advertising: currently leaflets from the health visitor and netmums. Action point: LS to compile a list and ask for it to be posted on the UF and UTP websites
- Idea of a soft play area well received but issues raised r/e reasonable pricing (ref. Oakham – quite expensive and have to buy food and drink there) also issue re cost of running such a facility

Youth:

- General agreement that more services are required
- Ideas: Street Dance – could the Town Council help to subsidise by allowing the hall to be used free of charge so the dance instructor could charge the minimum (this is something that could be sorted now ...)
- Discussion r/e providing transport to Jules in Oakham

Councils:

- Positive feedback r/e Town Council newsletter – could this be modernized? E.g. email circulation
- Impressed with customer services at RCC: efficient and knowledgeable
- Some suggestion that there needs to be more communication from RCC – particularly if you don't read the local newsletters. Perhaps this is something that could be included in the Town Council newsletter? (i.e. a brief summary of events for each quarter?)

Library:

- Children's section is good
- The rest needs improving in terms of quality and range

Elderly:

- Generally good but need to work on providing specific support groups e.g. strokes

Community Hub:

- Well received as an idea by all people who came to our table

Communication:

- Need for a database of contact details of people who could volunteer some time

FEEDBACK FROM NEIGHBORHOOD PLAN WORKSHOP 4TH FEBRUARY 2012

Date	Person or group	Suggestion	Alternative	Impact	Our Response
04/02/2011	Alec Crombie	Turn into a car park	Find other parking in town	Lose open space	
			Keep open space but allocate some for parking		
	Alec Crombie	Move Football club		Able to use open space for children, plus area for town events	
	Mrs Dalby	Branston Road park area shut down (being used for development?)	This is going to happen (Spire homes are going to build)	No Play area for Children	Any future development to have designated open space for children etc. (not just toddlers)
	Mike & Linda Todd	Tod's piece is open windswept & ugly. Make more welcoming. Make more aesthetically pleasing. More trees			
		Move Football Club		see above	
		Scout hut to be used for Youth club etc. Very little for young people to do. Multi purpose building for Scouts Bowls youth etc .			
	Alice Trangmar	Tod's piece-Quiet area for people to sit, flower bed , trees etc	Extend throughout town	.	
	David Trangmar	Leave as is - football to stay.			
	Alec Crombie	"A" frames in street			
	Alec Crombie	Parking, New builds to have sufficient parking for 2 cars			

Ideas and Concepts Emerging from Neighbourhood Plan Discussions

Housing and New Build

Should attract 'local' people

All new build to have parking for two cars

Use an infill strategy*

250 extra dwellings for Uppingham is ridiculous.

No new dwellings for 100m either side of A47

A need for more low cost older persons flats/bungalows to buy

A need for more starter homes (young people)

A need for more single person accommodation

Build 2/3 bed homes

No infill!

Not just social housing – attract all levels of society

Build in small clusters**

Build smaller tasteful estates or infill (Station Road?)

Build in North West quarter

Proposed development 05 and 06 acceptable in size and location

Site 03 should be developed

No development on plots 07, 15, 16, 26

Ensure Developer contributions come to Uppingham not Oakham

Town Centre and Market Square

Remove Traffic Wardens

Bring back cobbles or similar heritage appearance*

Web cam in town centre

Restore western side of Market Place

Old fashioned lampposts

Better lighting required - 20th Century lanterns?

Parking signage inadequate

Relocate toilets**

Build nicer toilets

Street Cleaning machine for town centre

Review Market Place façade e.g. fence, lack of shelter etc. Create wider entrance, archway, part cover?

Uneven pedestrian surfaces on East side of Market Place

Relocate annual fair to Tods Piece – An accident waiting to happen in square – damages trade**

Create two story galleried structure along fence line, glass wall overlooking Market Place

Bike and electric car parking in square

Separate pedestrian and vehicle entrance to Market Place

Put small garden where present toilets are

Create a place for events

Problems in High Street with parking both sides

More car parking required to cope with expansion of town

Extend layby in Gainsborough Road

No entrance from High Street East to Triangle or sign as Access only

No parking in High Street East 9am to 2pm Market Day

Remove 'A' Boards. Alternative type of sign?

Industrial Estates

Relocate to edge of town***

Expand Station Road Industrial Estate

Create a new entrance off Seaton Road** *Do not create new entrance off Seaton Road*

Improve present entrance to Station Road and resurface

Improve road surface to existing units*

Further industrial development should be at north of town

Station Road Est. Turn into residential and move all industry to North. Good access from A47

Develop Uppingham Gate - Factory

Parking/width issue in Station Road requires resolution

Industry to go to Corby?

Expand industry to the East

Keep as main industrial area*

Support Cottage industries

Caution with development. We do not want to become like Corby!

Improve security

Infrastructure

Important to preserve town's character

Review roads and pedestrian crossings including pedestrian access to Market Square*

Reserve line of bypass ****(to the West) To the East *

Do not build bypass*

Repair and protect church wall

Cycle path on Ayston Road*

Parking issues in Branston Road because of closure of Samuel Court

Leicester Road Traffic Issues – Speed, increased volume, extend 30mph limit?

Create new car park on East side of London Road

Extend Ayston Road layby northward to create more parking

Seaton Road – Speeding

Too many street lights on dusk till dawn

Stone buildings in keeping with the town

Approaches to the town should be attractive

More parking spaces required

Create pull off for buses at Tods Piece

Relocate Sycamores and Arnold Wills to Uppingham Gate*

Upgrade Broadband*

HGV restrictions (Access only)

Sewage and drainage concerns (extra loading)

London Road Traffic Problems. Speeding. Weight restriction/declassify road if restrictions cannot be enforced

Relocate Library - Create Car Park on old Library site

Open Spaces and Tods Piece

Need of new play area Branston Road

Think the unthinkable - Move school cricket field from Seaton Road to enable parking

Retain some open space on Tods Piece if possible

Tods Piece is open, windswept and ugly

Turn Tods Piece into a Car Park

Create quiet area on Tods Piece

Create a Community Hub. Build at rear of Tods Piece*****

Football Club precedence! Why?

Football Club to stay. Move Football Club

Could be made more attractive without impinging on football pitch*

Replace old tennis courts

More sports participation

Keep Tods Piece for sports and recreational activity

Tods Piece too close to main road – needs to be safer

Use small section of Tods Piece for car parking*

Hold Spring and Summer Fairs

Open Space very important

Improve Tods Piece with appropriate planting* (See park in Market Harborough)

Tyre Swings

More play equipment

Develop Tods Piece to have more activities

Nowhere for older children to go

Increase security/surveillance on Tods Piece

Use Scout hut as Youth Club

Dog issues

Litter around church – community litter pick?

Build community spirit by getting more people into church

Community Services

Plan must incorporate requirements of 21st century life

A 6th Form College at UCC*

Develop Football Club into Sports Club

Bigger supermarket with parking required – will stop people going out of town*

Second supermarket on edge of town. Will increase employment and reduce traffic in town centre

Move Doctors surgery** Doctors moving to Uppingham Gate – Good News!

New medical centre required to cater for larger numbers*

Build a proper youth centre/community centre or Community Hub*

Very poor library *

Dire need for youth provision * – not sports led! Drop in coffee bar etc.

Community meeting place needed for old folk

Hopper Bus required (doctors?)

Reduce parking demand with Hopper Bus

Indoor Play area

Make things cheaper

Link school and public libraries

We do not want to be a town of just retired people. Give the young a reason to stay!

Economic Development and Sustainability

Sustainability must come from enriching commerce and trade, not more regulation

Relax planning requirements and speed up Planning Department at RCC

Increase diversity of shops

Lower rents and rates

Empty Shops!

Convert empty shops to living accommodation if long term problem

Increase employment opportunities

Preserve appearance of empty shops and encourage new retailers

Pollution concerns (vehicles climbing hills)

New developments should incorporate flats for elderly

Create start up units

Encourage small Artisans

Have a bike shop

Pet shop

Make it warmer in the Coop

More children's clothes in shops

Hobby Shop

More activities required

Heritage versus Modern – A mix required

Extend Uppingham

More recycling

Greater use of Solar Panels

Build in the town centre, not on the edge

Improve the Coop and its parking

Concern about environmental impact of extra new build! Water and Sewage capacity!

More building- less opportunity for natural drainage, Will extra electricity be required?

More security? More cameras?

New industrial Estate on A47

Less bureaucracy and more community involvement and activity –Think outside the bureaucratic box!

26.4.2012

NEIGHBOURHOOD PLAN TASK GROUP

DEVELOPERS DAY

**Come and meet the Landowners/Developers
hoping to build in Uppingham**

Uppingham Town Hall

Saturday June 30th 2012

11am to 4pm with a break for lunch at 12.30pm

All residents are invited to join the Developers Day event commencing at 11am which will run to 4pm with a break for lunch. This event will update everyone on the progress being made with the Neighbourhood Plan, look at the sites which may be developed in the town and receive presentations from those proposing to build. In the afternoon, residents will be able to join small group discussions on any of the sites in which they are particularly interested.

Want more information?

contact Ron Simpson on 01572 823465

E-mail: secretary@uppinghamfirst.co.uk

NEIGHBOURHOOD PLAN TASK GROUP
DEVELOPER DAY JUNE 30TH 2012
UPPINGHAM TOWN HALL 11AM TO 4PM

Programme

- 10.00am - Preliminary session for residents of Branston Road to meet with representatives of Spire Homes regarding the redevelopment of Samuel Court.
- 10.55am - General public and developer representatives admitted to workshop
- 11am - Formal Welcome - Cllr David Casewell, Mayor of Uppingham
- 11.05am - Workshop Objectives – Cllr Edward Baines
- 11.10am - N Plan Update and emerging community aspirations – Ron Simpson UF and Phil Wignell UTP
- 11.30am - Developer Inputs – brief outlines of developer offers and aspirations
- 12.30pm - Lunch Break
- 2.00pm - Community Workshops around themed tables
- 3.50pm - Summary and Action Plan – Edward Baines

Participant Notes:

1. Event is in the main hall of the Town Hall. Please note car parking capacity is limited. Long stay car park is in North Street. Display boards etc. can be unloaded at the rear of the Town Hall. The building will be open from 9.30am.
2. The Task Group will provide a large screen, laptop and projector for power point presentations. It is proposed that presentations be brought on a USB stick. It is suggested that presentations are no longer than 10mins.
3. Developer contributors are invited to join members of the Task Group for lunch at a local restaurant. Please confirm how many persons will be in your party to Ron Simpson at secretary@uppinghamfirst.co.uk or telephone mobile 07710328469 no later than noon on Friday June 29th 2012.
4. In the event of any last minute questions or enquiries on the day before the event (Friday) please contact Ron Simpson by mobile on 07710 328469.
5. Order of presentations will be agreed upon arrival at the event. Thank you for participating.
6. The event is being widely publicised in the press and the High Street this week. It is hoped there will be between 50 and 100 persons attending

Ron Simpson 28.6.2012

Tel: 01572 823465

Mobile: 07710 328469

DCLG Visit – August 1st 2012

Programme

12.30pm - DCLG Colleagues arrive at Kettering Station and are transported to Uppingham by Electric Car – Pick-up Driver can be identified by Uppingham First Logo on shirt

1pm – Guests greeted at Uppingham Town Hall by Mayor, Deputy Mayor, Town Clerk and Task Group Chair

(Media may be present)

1.30pm – Buffet Lunch in the Oak Room of The Falcon Hotel with invited guests (up to 20)

2.30pm - Tour of Neighbourhood Plan Area including afternoon tea at Uppingham Cricket Club, one of the town's most successful community projects. Visit to include brief viewing of Uppingham School Sports Centre, Seaton Road Affordable Housing Project, Spire Homes Development Site, Uppingham Gate Development site, Wifi Project, Leicester Road/Firs Housing Development Options, Station Road Industrial Estate and Tods Piece.

4.30pm - Attend meeting of the Neighbourhood Plan Task Group in The Oak Room

Agenda to include:-

a) A short presentation by RS/PW on the group's methodology and approach to sustainability with supporting commentary by David Troy of Rutland County Council

b) Discussion /decision item to approve/amend Task Group's draft recommendations on housing development sites. Note that this document will form the basis of an interim community consultation via a Neighbourhood Forum Questionnaire

c) Discussion/decision item on the use of consultancy support for the Sustainability Report

d) A question and answer session – Task Group and DCLG

e) N Plan Draft Update

Short Break

6.30pm Informal Meeting with Local Business and Community Leaders

Evening Discussion over Dinner with Station Road Employers and Property Owners

Notes of a Meeting (Physical on March 20th 2013 and subsequently by E-Group) of Business and Property Owners in the Station Road Industrial Estate hosted by Edward Baines, Chair of the Uppingham Neighbourhood Plan Task Group and a Director of Uppingham First.

1. Introduction

Edward Baines outlined the facts behind Uppingham securing government backed front runner status to produce a Neighbourhood Plan. Objective is to have a draft plan ready by mid-April. This will then be formally presented to the Town Council for their approval and forwarding to the County Council. The Plan, covering the period up to 2026, will then be subject to public consultation, independent examination and finally a community referendum. A number of themes/areas requiring action had been identified by the Task Group. These included consideration of future and existing employment sites in the town.

Discussion revolved around the role of Uppingham Gate, the future development of Station Road as an employment site, the improvements/changes that might be made, what other issues should be addressed in the N Plan that might support increased employment and economic sustainability of local business.

2. Station Road Issues/Observations/Recommendations

- a) Majority of business owners wish to remain in Station Road for the foreseeable future with a few envisaging future (five to ten years) relocation due to anticipated business growth [SCT – Uppingham School's Estates departments (Maintenance, Grounds, Gardens) content to remain in Station Road, but would be willing to relocate to Uppingham Gate provided rents were comparable, and subject to relocation costs]
- b) **Site should be made safer** with better signage, street lighting, mains drainage and improved access by limiting car parking at entrance to Station Road [SCT – agreed]
- c) New access to Seaton Road thought to be impractical due to cost and terrain. Improvement efforts should concentrate on possible upgrade/adoption of road, road surface treatment at junction with London Road and pressure pad warning system of oncoming traffic at junction with London Road [SCT – agreed]
- d) RCC should include road in winter salting/gritting schedule as an urgent safety issue [SCT – most important]
- e) Gigaclear Fibre Broadband Network (due in Station Road around June 2013) important to future sustainability/property values [SCT – and also to business efficiency]
- f) Building owners would be prepared to join discussion on possible upgrade and public ownership/adoption of road [SCT – not applicable to Uppingham School as private road begins beyond School's units]
- g) Existing BT lines (on elderly poles) require attention as now being overgrown by trees

3. General Issues that should also be addressed by the Plan

- a) Encourage town's skillset and help attract/sustain employment by encouraging local apprenticeships/traineeships - An Uppingham Skill Scheme? [SCT – in principle, a good idea; questions arise about method and funding]
- b) We are a town on hill – Plan should help empower local transport [SCT – absolutely, as impinges on recruitment and employment: I made this point at a meeting this week with the BE Group consultants appointed by RCC to look at Employment Land Assessment Review],
- c) We have no 'drop in' Youth Centre - this could be in a new Community Hub/meeting place as envisaged in the publication Uppingham 2025 [SCT – sounds good]
- d) Plan should encourage image of Uppingham as 'quality' destination for visitors [SCT – Uppingham School happy to help with this endeavour]
- e) Car Parks, enforcement and charging policy should be brought under local control. [SCT – agreed]

- f) Charging policies should reflect operating costs. [SCT – presume this means reduced not increased charges, to encourage shopping/visitors to Uppingham]
- g) Size and character of building signage e.g. For Sale signs, should be controlled. [SCT – (i) possibly controversial with owners/landlords wanting to achieve sale/rental; (ii) may fall foul of RCC planning powers; (iii) Uppingham School wishes to retain control over its corporate signage, which requires further work and is, in any case, in good taste!]

Notes prepared by Ron Simpson
Secretary Uppingham First
Lead Officer Neighbourhood Plan Task Group

21.3.2013

Update1. 22.3.2013- Comments from Uppingham School added.

Planning Minister Visit to Uppingham – February 15th 2013

Programme

2pm – Nick Boles MP arrives by car at The Falcon Hotel accompanied by two civil service colleagues. A parking place has been reserved in the hotel car park which is entered from the rear of the hotel in North Street East (Next to the garage). Minister to be escorted to the Oak Room upstairs in the hotel where he will be welcomed by Cllr Edward Baines, Chair of the N Plan Task Group Task Group and introduced to some members of the Neighbourhood and Business Forums.

2.30pm – Arrival of civic party. Formal welcome to Uppingham by Cllr David Casewell, Town Mayor and Cllr David Ainslie, Deputy Mayor accompanied by Town Clerk Susan Awcock.

Group photograph (Media may be present)

2.45pm - Tour in electric car of Neighbourhood Plan Area including Uppingham Cricket Club, one of the town's most successful community projects. Visit to include brief viewing of Uppingham School Sports Centre, Seaton Road Affordable Housing Project, Uppingham Gate Development site, Wifi and fibre to the home broadband project, the Leicester Road Housing Development Options and Tods Piece.

3.45pm - Meeting and discussion over tea and cakes with the Neighbourhood Plan Task Group in The Oak Room. Representatives of Rutland County Council will attend. A housing developer may also be present.

4.30pm Minister departs.

Ron Simpson 13.2.2013

In the event of a travel delay or other form of emergency please contact 07710 328469

Key Correspondence, Questionnaires and Surveys

UPPINGHAM TOWN COUNCIL

NEIGHBOURHOOD PLAN TASK GROUP

STATEMENT OF COMPLIANCE WITH LOCAL GOVERNMENT REGULATIONS

As a community/business representative elected to serve on the Uppingham Neighbourhood Plan Task Group, I confirm I have read Legal Topic Notice No LTN7 (Non - Councillor Members of Committees) dated August 2012 from the National Association of Local Councils (NALC) and that I am not in any way barred from serving on the Task Group.

Name.....

Organisation representing.....

Signature.....

Date.....

Chair: Robert Wills Vice Chair: Kenneth Bool Secretary/Treasurer: Ron Simpson

All Chairs of Governors/Trustees and Heads/Principals
Uppingham Schools
Uppingham
Rutland

8.1.2012

Dear Colleagues,

Invitation to Participate in the Creation of the Uppingham Neighbourhood Plan

I write as lead officer for the Uppingham Neighbourhood Plan Task Group to invite your school pupils, parents, staff and governing body to participate in the preparation of the Uppingham Neighbourhood Plan which is scheduled to be completed by the end of March and adopted by the Town Council in April 2012.

As you may be aware, the Partnership was able to secure a £20k grant and Front Runner status for the town for this community led planning initiative. The Task Group appointed by the UF Board is chaired by Edward Baines, an Uppingham First Director. I attach a copy of the original submission to government.

During January and early February the Task Group wishes to receive as many views and ideas as possible on the developments required in the town to sustain its future. The group would particularly welcome contributions from our younger citizens and from adults involved in the world of education. Some existing ideas can be found in the publication 'Uppingham 2025' at www.uppinghamfirst.co.uk

Contributions to the plan might come from school projects, school surveys, staff and/or governor discussions, guided discussion or simply individual letters or e-mails. All contributions would be welcomed.

To collate residents ideas, two half day discussion workshop are to be organised on Saturday February 4th 2012 in the Town Hall; one in the morning, and another in the afternoon. You may wish to ensure appropriate representation in one or both workshops for your establishment.

If it would prove helpful, a CRB checked and qualified member of the Task Group is willing to facilitate an in-house discussion for you. Please let me know if this service is required.

The Partnership looks forward to receiving the thoughts of young and old. Please do not hesitate to contact me if you require more information. A schedule of the themes likely to be covered by the Plan is detailed overleaf.

Yours sincerely
Ron Simpson CFCMI CFCIPD M Ed.
Secretary
Uppingham First

Issues Raised by Leighfield School Children in Two Half Hour Discussions

Young Ones (Year 2)

Q - Why do you like Uppingham?

Don Paddy's

Park area near the Coop

Because it's quiet

Fatstock Show

Q - What can you do on Tods Piece?

Play with your dog

Swing

Play with frisby

Football

Bowl

Q – How would you describe Uppingham to a Visitor and what can you do in it? (Talking in pairs)

The Park

Chip Shop

Sweet Shop

It is quiet!

Skate Ramp

Go to the toilet! (Some towns have lost their public toilets)

Q – What would you do to make it an even better town?

Remove Traffic Wardens

Build nicer toilets

Indoor play area is wanted

Make things cheaper

Have a bike shop

Better shops

Pet Shop

Swimming Pool with sweets

Have Tyre Swings

Have a Zoo

Another Pancake Shop?

Make Tods Piece look prettier (See park in Market Harborough)

More play equipment

Make it warmer in the Coop!

Make the Falcon Hotel bigger!

Open the Vaults later (from adult in room on behalf of 20+ year old)

Older Children (Year 6)

Q - How would you Describe Uppingham to a Visitor?

Fatstock Show

Market

Farmers Market

Stalls

Tods Piece

Peaceful

Has everything

Chippy

No Hobby Shop!

Needs Children's Clothes shops

Bustling and busy

Parking problems

Cafes

More 'activities' required

Show of Hands as to who has visited Theatre or Galleries

About half!

Theme Responses Following Group Discussions

Housing and New Build

Heritage versus Modern – A mix required

We should extend Uppingham

Recycling – solar panels – special glass

Build in the Town Centre, not on the edge

Town Centre and Market Square

A place for events

Industrial Estate

Better road to Car Wash

Better security

Infrastructure

Review roads and pedestrian crossings

Bypass for heavy traffic

Improve the Coop and its parking

Open Spaces

More sports participation

Tods Piece too close to main road – needs to be safer

We need more activities for youth!

Develop Tods Piece to have more activities

Nowhere for older children to go

Community Services

Q – Do you feel Safe in Town Centre and on Tods Piece?

On a show of hands around a third said no!!!

Reasons – Smoking teenagers hanging about; BB Gun incident; Smoking at Skateboard Ramp; Poor behaviour of older children.

UPPINGHAM TOWN COUNCIL
THE TOWN HALL, HIGH STREET EAST, UPPINGHAM, RUTLAND LE15 9PY
Website: uppinghamtowncouncil.co.uk



Town Clerk:
Susan Awcock

Tel: 01572 822681
Email: clerk@upptown.co.uk

8th August 2012

Mrs. Victoria Brambini
Rutland County Council
Catmose
Oakham
LE15 6HP

Dear Victoria

Uppingham Town Neighbourhood Plan

We wish to inform you, that Uppingham Town Council is now the accountable body for the Uppingham Town Neighbourhood Plan as per minute 360/11 of the meeting held on Wednesday 2nd May 2012.

Also we write to inform you that the Town Council Neighbourhood Plan task group are requesting a change of boundary for their neighbourhood plan. They wish the plan to include the whole of the Town as defined by its boundaries, with the addition of some land to the south of the A47 Uppingham Bypass currently lying within the Parish of Ayston.

We have tried, with little success, to gain definitive assent from the Ayston Parish meeting to this inclusion, but neither have received any negative comments. The inclusion of this small percentage of Ayston Parish will enable a more coherent planning perspective of possible town developments to be gained. We have reserved a place of the Task Group for an Ayston representative should they wish to participate

The reason for widening the scope of the Neighbourhood Plan is similarly to gain a broader perspective on the development of the town, acknowledging that a coherent holistic view is far preferable to piecemeal views about sections of the town. The Town is of a size whereby activity in one area is likely to influence activity in others.

Our intention for the plan as a whole remains as before, namely to allow a greater participation of the town communities in the planning of the future development of the town within local and national guidelines. The council, working through the task group, is firmly committed to the gaining of a wide spectrum of town views before the drafting of the plan, and also values the assistance of officers from Rutland County Council in this plan development.

You have already received an electronic map indicating the new boundary, but for the sake of completeness I attach a further copy

Yours sincerely

Susan Awcock, Clerk to the Council



Rutland
County Council

Rutland County Council
Catmose Oakham Rutland LE15 6HP
telephone: 01572 722 577 **fax:** 01572 758 307
email: enquiries@rutland.gov.uk
web: www.rutland.gov.uk **DX:** 28340 Oakham

22nd August 2012

FAO Susan Awcock
Clerk to the Council
Uppingham Town Council
The Town Hall
High Street East
Uppingham
Rutland
LE15 9PY

Dear Susan

Uppingham Town Neighbourhood Plan

Thank you for your letter of the 8th August 2012 requesting a change of boundary for your neighbourhood plan. Your letter to Victoria Brambini has been passed to me to respond. The information you have submitted meets the requirements of the Neighbourhood Planning (General) Regulations 2012 where an application is being made for designation of a neighbourhood area under sub-section 5. I can now arrange for the following information to be placed on the Council's website;

- a) A copy of the area application;
- b) Details of how to make representations; and
- c) The date by which those representations must be received – this will be not less than 6 weeks from the date on which the area application is first publicised on the website.

We are aiming to have the 6 week notice period end by October 31st which means placing the notice on our website on 17th September. We will also do a Press Release and a Public Notice which we will share with you before its release. We will write to both yourself as Uppingham Town Council and Ayston Parish Meeting asking for the Notice to be displayed as you see fit. We will specifically invite Ayston Parish Council to make any representation they may wish to make in response to the Notice. We will also place the Notice in Uppingham Library. It would be helpful if you would put information we will send to you on your website too directing people to make any representations to RCC. It may be that partner organisations such as those represented on the Uppingham Neighbourhood Plan Working Group may wish to use the press release and /or Notice to publicise the application as well e.g. within the local business community. I will liaise further with you on this once we have the above material ready.

It is expected that this work will be completed by the end of the week beginning 10th September.

If you wish to talk through these processes in any further detail please do not hesitate to contact me on 01572 758251 or by e mail at b.culpin@rutland.gov.uk

Yours Faithfully
Brett Culpin
Senior Planning Officer



Rutland
County Council

Rutland County Council

Catmose

Oakham

Rutland

LE15 6HP

telephone: 01572 722 577 **fax:** 01572 758 307

email: enquiries@rutland.gov.uk

web: www.rutland.gov.uk **DX:** 28340 Oakham

21st September 2012

FAO Mr Finch
Clerk to Ayston Parish Meeting
6 Main Street
Ayston
Oakham
Rutland
LE15 9AE

Dear Mr Finch,

Uppingham Town Neighbourhood Plan

I am writing to inform you that the County Council is about to publish on its web site an application submitted by Uppingham Town Council dated 8th August 2012 requesting a change of boundary for the Uppingham Town Neighbourhood Plan (UTNP). The information submitted meets the requirements of the Neighbourhood Planning (General) Regulations 2012 where an application is being made for designation of a neighbourhood area under sub-section 5. Accordingly, the following information is to be placed on the Council's website on September 24th 2012;

- a) A copy of the area application;
- b) Details of how to make representations; and
- c) The date by which those representations must be received which is 5th November 2012 (i.e., not less than 6 weeks from the date on which the area application is first publicised on the website).

We have also prepared a Press Release and a Public Notice which is attached for your information. We are asking both Ayston Parish Meeting and Uppingham Town Council for the Notice to be displayed as you see fit. You may be aware that an initial area was described in the original 'fronrunner' designation of the UTNP area which only covered the town centre and Station Road Industrial Estate areas of the town. The proposed extended area follows the Uppingham Parish boundary but also includes parts of Ayston Parish as indicated by cross hatching on the map attached to this Notice. As the area application submitted covers parts of Ayston Parish we are specifically inviting Ayston Parish meeting to make any representation you may wish to make in response to the Notice within the consultation period.

If you wish to talk through the area application in any further detail please do not hesitate to contact me on 01572 758251 or by e mail at b.culpin@rutland.gov.uk

Yours Faithfully
Brett Culpin
Senior Planning Officer

Chair: Robert Wills Vice Chair: Kenneth Bool Secretary/Treasurer: Ron Simpson

Waitrose Ltd (and other major supermarket groups)
Doncastle Road
Southern Industrial Area
Bracknell
Berkshire
RG12 8YA

6.1.2013

For the Attention of the Director of New Developments

Dear Colleague,

Uppingham Gate Development Site – Rutland

Uppingham is the second Market Town in Rutland, England's smallest county. The town has quality parish status and is one of only a handful of business led government approved 'Front Runners' currently preparing a Neighbourhood Plan with associated 'development orders'. An approved Plan will mean that developments agreed within it will have an advantage regarding planning permission from the County Council.

The Neighbourhood Plan Task Group, led by Uppingham First, has now approved a number of housing sites for development and is currently looking at its major employment/industrial development site known as Uppingham Gate. The site is located at a major junction on the A47, will have access to a new 1Gb fibre to the premise open access broadband network, has excellent transport links and is the agreed location of a major new health centre and office complex.

Consultation with the local community has revealed the desire for a major new supermarket development as the town only has a very small Coop store at present. Oakham, the county's only other market town, has a large Coop and a Tesco store and has declined applications from other major stores.

As Chair of the Uppingham Business Forum, Secretary of Uppingham First and lead officer for the Uppingham Neighbourhood Plan Task Group, I would be delighted to discuss the potential for a store development here in the south of Rutland with an appropriate member of staff. I can promise your representative a warm welcome and positive economic data from this affluent community.

If your company is interested in our development opportunity please do not hesitate to get in touch. I would be happy to give a guided tour and discuss the possibilities over lunch in our superbly renovated Coaching Inn, The Falcon Hotel.

I look forward to hearing from you.

Regards

Ron Simpson

Chair - Uppingham Business Forum

UPPINGHAM FIRST Community Partnership

Chair: Robert Wills Vice Chair: Kenneth Bool Secretary/Treasurer: Ron Simpson

All Business Proprietors
Uppingham Town Centre

14.3.2012

Dear Business Colleague,

Invitation to Participate in the Creation of the Uppingham Neighbourhood Plan Electronic Survey of Business Opinion

I write as lead officer for the Uppingham Neighbourhood Plan Task Group to invite you to contribute to the proposals and ideas to be contained within the Uppingham Neighbourhood Plan.

As you may be aware, the Partnership was able to secure a £20k grant and Front Runner status for the town for this community planning initiative. The Task Group appointed by the UF Board is led by local businessman Edward Baines, an Uppingham First Director and Chairman of Rutland County Council.

In February, the Task Group collected many ideas from members of the community via a meeting of the Uppingham Neighbourhood Forum and two Saturday workshops held in the town hall. In addition, many members of the community have written in on an individual basis. The Task Group now wishes to collect the views of local business. At a recent meeting of the town's Business Forum it was agreed that an electronic survey would be the best approach.

I write, therefore, to seek your agreement to participate in the survey by sending a one word e-mail saying '**Survey**' to the following address:- secretary@uppinghamfirst.co.uk You will then receive a link to the survey early next week.

Long standing businesses will recall the ideas produced some two years ago by local business for the publication Uppingham 2025. You may consider many of these still relevant. The document can be viewed at www.uppinghamfirst.co.uk

The Neighbourhood Plan is being constructed around seven themes. They are:-

Housing & New Build - Quantity, character, location, distribution, eco status.

Town Centre and Market Square - Character and heritage appearance, shop fronts, lighting, signage, security, parking, toilets, events.

Industrial Estates - Character, location, security, signage, access.

Infrastructure - Roads, bypass, broadband & community wifi, public transport, energy, sewage.

Open Spaces & Tods Piece - Youth/sports/leisure provision, events, development.

Community Services - Health, education, community safety and care, councils, Community Hub

Economic Development & Sustainability - Business diversity/tourism/arts/residents/Schools

An underlying theme of the document will be sustainability!

While your views on any of the above themes will be welcomed, Uppingham First would be particularly pleased to receive responses on the themes of the Town Centre, the Industrial Estate, Infrastructure and Economic Development. I hope you can find time to complete the survey.

Should you have any queries please do not hesitate to get in touch.

Yours sincerely

Ron Simpson

Secretary
Uppingham First

Unless otherwise requested please direct all correspondence to The Secretary, 7 Hawthorn Drive, Uppingham, Rutland LE15 9TA

Company Limited by Guarantee: No: 6788282 Registered Office: 4 Queen Street, Uppingham Rutland LE15 9QR VAT Reg. No: 996401391
Tel: 01572 823465 Mobile: 07710 328469 E-mail: secretary@uppinghamfirst.co.uk

Uppingham Neighbourhood Plan Survey of Business Opinion

Seventeen responses as at 26.4.2012

	Yes	No	N/A
1. Do you support the concept of localism? i.e. More powers for the Town Council	15	0	2
2. Do you think signage in the town centre should be improved?	13	2	2
3. Should limited development be allowed around the edge of Tods Piece?	6	8	3
4. Should the Town Council consider buying the Market Place and Car Parks from RCC?	14	0	3
5. Should there be local regulation to control business signage e.g. size?	10	5	2
6. "A" Boards on the pavement are unlawful. Should their removal be enforced?	6	10	1
7. Would an 'agreed size of hanging wall sign' be an acceptable alternative to an A Board?	8	6	3
8. Do you agree with proposals to further improve the heritage appearance of the town centre?	13	1	3
9. Would your business benefit from better broadband?	11	6	0
10. Would you be willing to use designated business parking if not too far from the town centre?	9	5	3
11. Would you object to a 24 hour web cam being located in the market square?	4	12	1
12. Would a bypass be good for your business?	2	12	3
13. Do you believe a bypass would be good for the sustainability of the town?	3	12	2
14. Do you support the idea of more housing for the town being limited to around 250 homes?	9	3	5
15. Do you agree that at least 25% of the additional housing should be so called 'affordable'?	0	4	3
16. Would you consider using an electric car/van for your business?	7	9	2
17. Should a new entrance be created at the bottom of Station Road?	13	2	2
18. Do you believe the Town Council should allocate funds to support local business?	14	2	1
19. Should the Uppingham Gate development contain new housing as well as starter business units?	9	4	4
20. Would you agree with a speed camera being positioned on the London Road if funding available?	8	7	2
21. Should a youth/community facility be built on the rear of Tods Piece?	14	1	2
22. Should the plan provide for new toilets to be built in a car park and the present ones demolished?	7	6	4
23. Do we need another supermarket in or around Uppingham?	4	11	2
24. Should the town's bus interchange be improved as suggested in Uppingham 2025? (Inset)	10	4	3
25. Should the Town Council remove the Traffic Wardens if it takes over parking?	9	7	1
26. Do you agree with Wifi being made available throughout the town centre?	13	3	1
27. Do you agree with the suggestion of moving the annual fair onto Tods Piece?	12	4	1
28. Should High Street road closures for events be limited to no more than six per year?	10	5	2
29. Should more public money be spent on subsidising parking charges?	8	8	1
30. Do you believe the County Council offers equal support to Oakham and Uppingham businesses?	2	12	3
31. Do you support the idea of a developers' workshop to look at the options in Uppingham	11	2	4
32. Do you support the RCC proposal to borrow £2.3M and give it to BT for better broadband?	4	12	1
33. What changes in the town would most benefit your business? Please list below:-			

See separate record

34. What other changes do you believe would most benefit the town? Please list below:-

See separate record

Results of Survey undertaken by the Uppingham First Community Partnership and the Uppingham Business Forum to inform the Uppingham Neighbourhood Plan Task Group.

April 2012.

Contact: Ron Simpson secretary@uppinghamfirst.co.uk Tel: 01572 823465 Mobile: 07710 328469

Q33 Answers - What changes would most benefit your business?

RCC to collect business waste
Start-up grants from TC or RCC
Increased traffic flow and better parking
Willingness of businesses to come together and hold larger events
Longer parking
Better and cheaper parking
Moving the fair
Improve heritage appearance of town
Good signs to link High St East with High St West
Parking policy that encourages people to visit and stay
Better publicity and flyers to surrounding villages
Fewer empty shops
Permanent office sign awaiting approval by RCC
Disengagement from RCC as much as possible
Regular unstructured meetings of business people
Encouraging tourism
Free parking
More thought given to which shops open up e.g. LOROS; Age Concern

Q34 Answers – What other changes would most benefit the town?

Pedestrianise Market Place*
Car parking on Tods Piece
More tourist attractions
Anything that brings people into town
Affordable rental/leases
Start-up discounts
Lower pricing
Moving Fire Station to free up site for long stay car park
Secure site for arts/theatre
Moving the location of the annual fair
Improving heritage appearance
Proper supermarket on edge of town? (A47 roundabout)
More signage on A47 to advertise Uppingham
Improve roundabouts but no plastic grass like Oakham
More interesting shops selling what locals need but fun for visitors as well
More enthusiasm and functions to promote the town
Do not move toilets
Limit residential parking permits to free up some on street parking – one permit per household?
Bypass will take a long time. Start now!
Affordable rents
Free parking
More buses from Peterborough
Banks open every day inc. Saturday
Businesses trying hard to work together.

Community Questionnaire Tod's Piece (Week commencing Monday October 1st 2012)

Date..... Time of Day..... Interviewer.....

Please print /circle responses clearly

1. Name (optional).....

2. Post Code.....

3. Age Group Primary/Secondary/Adult/Retired

4. Gender Male/Female

5. How often do you use Tods Piece? Rarely/Regularly/Once or twice per month/..... days per week/Daily

For what purpose(s)?

6. Which of the present facilities do you value?

7. How would you improve it?

.....
.....

8. Which of the present proposals for change would you support?

a) More planting around the edge

b) An inset bus interchange

c) A community building at the rear of the site

d) Additional toilets

e) Day time parking Monday to Friday down the Gainsborough Road edge (on grass blocks)

f) Use of part of the allotment site for a community building

g) More events on Tods Piece

h) Wifi and Internet Access point to allow large screen displays e.g. Sporting Events/outdoor cinema

i) A Sensory Garden to replace the old tennis courts to be created by Uppingham in Bloom

j) Other uses. Please state which

.....
.....
.....

9. Do you wish to add anything to your responses?

.....
.....
.....

S/LS 23.9.2012

R

Data from Tod's Piece Survey

Row Labels	Count of Age Group	Average of Current Rating
Retired	64	7.15
Adult	43	6.06
Secondary	1	5.00
(blank)		
Grand Total	108	6.58

Row Labels	Count of Gender	Average of Current Rating
Female	58	6.64
Male	41	6.72
(blank)		6.75
Grand Total	97	6.58

Row Labels	Count of Frequency of Use	Average of Current Rating
Rarely	46	6.56
Regularly	29	6.81
Once or Twice Per Month	16	6.63
Daily	7	7.36
Never	4	5.00
2 Days per Week	2	9.00
(blank)		6.00
Grand Total	104	6.58

Row Labels	Count of Current Rating
0	3
2	2
3	3
4	6
5	20
6	13
6.5	2
7	15
8	15
8.5	1
9	7
10	17
(blank)	
Grand Total	104

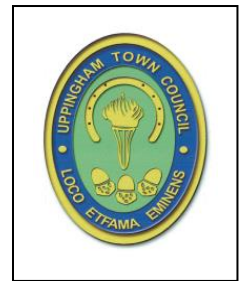
Detractor	0 - 6	49	47%
Neutral	7 - 8	31	30%
Promoter	9 - 10	24	23%
	Net Promoter Score	-24%	

	Proposal - More Planting	Proposal - Bus Interchange	Proposal - Community Building	Proposal - Additional Toilets	Proposal - More Parking	Proposal - More Events	Proposal - Large Screen	Proposal - Sensory Garden
Yes	59	32	35	57	28	77	13	68
No	7	21	16	15	61	17	26	9
No Answer	43	55	57	28	19	14	70	31
In Favour	53.70%	29.63%	32.41%	62.04%	25.93%	71.30%	12.04%	62.96%
Against	6.48%	19.44%	14.81%	13.89%	56.48%	15.74%	23.15%	8.33%
No Answer	39.81%	50.93%	52.78%	24.07%	17.59%	12.96%	64.81%	28.70%
In Favour (of Voted)	89.23%	60.36%	68.63%	81.71%	31.46%	81.91%	34.21%	88.31%
Against (of voted)	10.77%	39.62%	31.37%	18.29%	68.54%	18.09%	65.79%	11.69%

UPPINGHAM TOWN COUNCIL

www.uppinghamtowncouncil.co.uk

Neighbourhood Plan Task Group



Chair: Edward Baines Lead Officer: Ron Simpson Town Clerk: Susan Awcock

The Town Clerk
Thame TC

6.1.2013

Dear Colleague,

Request for a Neighbourhood Plan Task Group Visit

I write as Lead Officer to the Uppingham Neighbourhood Plan Task Group to request, at the suggestion of DCLG, your agreement to a short visit by members of my Task Group. Task Group Chair is County Cllr Edward Baines, a local businessman and a Director of Uppingham First.

Uppingham is Rutland's only Quality Parish and has Front Runner Status which was secured by our Community Partnership Uppingham First. Our Task Group is now an official working group of the Town Council. We hope to have our Draft Plan ready by April 2013, but have been encouraged to visit other Front Runners to 'compare notes' prior to its completion.

Gareth Bradford at DCLG suggested I contact you to see if this is possible, in say February? If you are happy to agree in principle then I will suggest a possible date.

Task Group members here would be particularly interested in the content of your Plan including any housing developments and industrial/commercial areas. We would also be interested in your consultation process and general approach to gathering your plan data.

Please let me know if a visit is possible. I can be most quickly reached at rons@clara.net

Regards

Ron Simpson

Secretary
Uppingham First

The Uppingham Neighbourhood Plan Task Group is a working group of Uppingham Town Council. Administration by Uppingham First
www.uppinghamfirst.co.uk

Task Group Membership

Andrew Dighton: Uppingham School; Tony Fowell: Uppingham Business Forum; Chris Merricks: Uppingham Neighbourhood Forum; Mark Shaw: Beeches Residents Association; Lucy Stephenson; Phil Wignell: The Uppingham Town Partnership Ltd; Town Councillors: Richard Reeves and David Casewell; David Ainslie: Limes Firs & Spurs Residents Association.

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UPPINGHAM FIRST Community Partnership

Neighbourhood Plan Task Group Chair: Edward Baines

For the Attention of all Uppingham Developers and their Representatives

28.5.2012

Dear Colleague,

An Invitation to the Uppingham Development Workshop - Meet the Uppingham Community Saturday June 30th 2012 10am to 4pm - Uppingham Town Hall

I write as lead officer for the Uppingham Neighbourhood Plan Task Group to invite your participation in the above workshop intended to share the aspirations of developer and community for our beautiful market town. This invitation is being extended to all developers who have indicated a desire to construct commercial or domestic premises in the Uppingham and Ayston parishes. This includes those sites which, at present, would require 'exception site' planning approval.

As you are aware, the Partnership was able to secure a £20k grant and Front Runner status for the town for this community led planning initiative. In line with recent legislation, Uppingham Town Council has now become the 'accountable body' for the production of the Neighbourhood Plan. The Council has asked the Task Group continue its work and prepare a draft plan for submission to its Planning Committee and the Uppingham community. To achieve this objective, the Task Group has spent some time collating ideas put forward by the local community and would wish to share their aspirations with you.

Accepting that the ultimate goal is to make a profit from your development, the Task Group nevertheless believes that there is mutual benefit in meeting at an early date to share initial thoughts and objectives. The group also believes that providing an opportunity for you to share your outline ideas and experience with the local community could help you to determine the best way forward with your application. Please note that we are not asking you to reveal the final form of your application, but we would be generally interested in what you have to offer to the town.

Because there is an existing outline planning application for Branston Road already lodged with RCC and the Town Council, we would not wish discussion on this matter to spill over into our more general exchange of ideas. Our day is therefore being organised in the form of a participative workshop as follows:-

- 10.00am - Spire Homes Branston Road Proposal – Updating meeting for affected residents
- 11.00am – Developer Day opens with welcome from Cllr David Casewell, Uppingham Town Mayor
- 11.05am – Workshop Objectives – Cllr Edward Baines
- 11.10am – Emerging community aspirations – Phil Wignell UTP and Ron Simpson UF
- 11.30am – Developer inputs – brief outlines of developer offers and aspirations
- 12.30pm – Lunch with the Neighbourhood Plan Task Group
- 2.00pm – Community Workshops around themed tables
- 4.00pm – Summary and Action Plan – Edward Baines

I hope you feel able to accept our invitation. We are confident of a productive day. It would be helpful if you would copy Uppingham Town Clerk Susan Awcock into your reply at clerk@upptown.co.uk

Ron Simpson

Secretary – Uppingham First

Uppingham Neighbourhood Planning Group

Theme Area: Community Services:

Please note that this is not an exhaustive report and any information about services will be gratefully received.

Aims:

- To identify what Uppingham currently has in respect of community services.
- To identify changes in provision from the 2007 Parish Plan for Uppingham.
- To identify potential areas for development in each area.

Structure of this report:

- Each section is colour coded to match the aims outlined above.

Health:

- The Uppingham Surgery currently serves 10,000 patients from Uppingham and nearby villages.
- It has 5 doctors and 2 registrars as well a range of nursing staff offering a range of specialist services.
- It is located in the centre of town within ready walking distance of the town car parks.
- It is open 5 days a week and has extended hours on a Monday evening and is open for 2 and ½ hours on a Saturday morning.
- The current patient information booklet has contact details for out of hours care and offers a comprehensive guide to the services offered.
- Defibrillators: the market place has one now in addition to those identified in the 2007 Parish plan.
- It should be noted that the following services were offered according to the 2007 plan:
 - Podiatrist
 - Dietician
 - Community mental health team
 - MacMillan nurse
- The above services are subject to GP referral to Leicester; although it should be noted that there is a Wednesday afternoon surgery in Uppingham for high intensity mental health conditions.
- Maximising the use of Oakham hospital: a valuable resource that is much more accessible than Leicester for Uppingham patients.
- This is clearly an area where feedback from the community will be essential to guide future planning.

Education / Provision for Young People:

- Uppingham currently has 2 primary schools, 1 secondary school (academy status, specialising in technology), 3 nurseries and there are various pre – school parent / toddler groups available at a range of venues offering a range of activities in Uppingham.
- Activities for young people:
 - Bowling (advertised on Rutland Raw4Youth website)
 - Scouts / cubs/ brownies / guides
 - Football (The football project at UCC)
 - Netball
 - Cricket
- Services for young people:
 - Youth club once per week
 - Sexual health drop in

- Rutland Wanderer (spring / summer – and on a rotation around Rutland)
- Cellar Bar – this was open 2 – 3 nights / week but due to a variety of reasons including health and safety (no toilets / access issues) no longer happens
- More services / facilities need to be provided for our young people – please see conclusion section about the vision for a community hub.

Services for the elderly:

- A very active 'Age Concern'
- Weekly coffee mornings in the Parish Church
- Indoor bowls
- Luncheon clubs
- Walks
- Coach outings
- Sheltered housing / residential homes
- Odd job scheme
- This appears to be much the same as outlined in the Parish Plan (2007)
- Maximising how we can harness volunteers to help our elderly to age well in Rutland (thinking particularly about the highly able bodied / skilled 'young' elderly people. (Perhaps exploring how something like the Southwark Circle works and setting up a similar scheme).

Information Services / Councils

- Library with internet access
- Town Hall
- Information boards around Uppingham and outside the Town Hall
- Active involvement of local shops with the advertising of community events
- Monthly stalls at the Friday market – VAR
- Town Council
- Rutland County Council: 3 councillor places
- Uppingham First – with website
- Uppingham Town Partnership – with website
- Getting more people involved with activities within the community: how can this be achieved? Creating a database of all residents who could provide an hour of their time to assist with community projects – what does VAR currently do in respect to this?

Community Safety / Policing:

- 2 policeman working alternate shifts (7am – 4pm, 3pm – 12am, weekends 5pm – 3am)
- 1 PCSO working alternate shifts (7am – 3pm, 2pm – 11pm)
- New police offices within the town hall
- Regular response officers from Oakham should an incident occur.
- Action points for 2007 plan:
 - more visible policing – particularly in evenings – this seems to have been achieved
 - action to deter drunkenness in young people: achieved?
- Dog fouling: seems to be on the increase

Overall Vision for theme area:

- Building a community hub: (with an aim to have opening hours of 8am – 10pm)

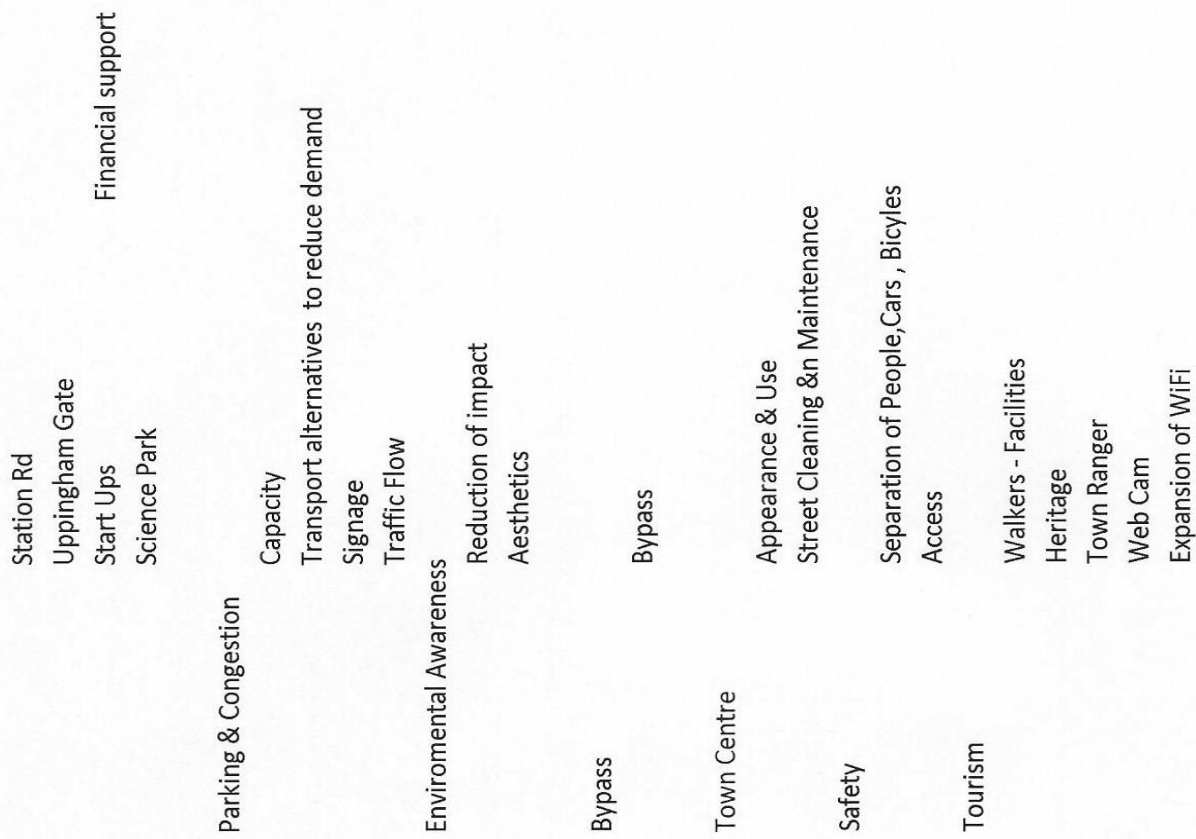
- Library
- Internet café (opportunity to support local business by franchising out the café)
- Venues for services for elderly / youth: youth club / lounge area/ meeting room
- Study area – attached to the library?
- Manager's office
- Kitchen
- Full access
- Considerations:
 - Funding to build
 - Funding to run the facility
- References to LDF that support the above vision:
 - 'Providing easy local access to community, education, leisure and cultural facilities is critically important in terms of supporting sustainable settlements and communities and meeting the diverse needs of all members of the community.'
 - 'Any scope to add or improve existing facilities through new build, sharing facilities or mobile services would be supported.'

Evidence of Additional Issues

ISSUE	SOURCE	
1. Science Park/Fibre/Broadband	2025 No 9 + Individual responses	
2. Street Cleaning/Maintenance	2025 No 4 + Parish Plan	
3. Public Information System	2025 No 10 + Parish Plan	
4. Town Ranger	2025 No 25	
5. Access Issues	Parish Plan	
6. Move Football Club	Workshop Feedback	
7. Facilities for Walkers	Workshop Discussions	
8. Prioritise Developer contributions to Community Hub	Workshop Discussion on Tod's Piece	
9. Provision for Creative Arts	Workshop discussions	
10. Defibrillator Network	Theme Group Notes	
11. Internet Café/Access	Theme Group Notes	
12. Surgery Bus Route	Community Services Notes	
13. Volunteer Database	Community Services Notes	
14. Support for dwellings south of Leics Road + Beeches	Developer Day feedback	
15. Develop Concept of Village Greens	Table 1 Feb 4 th	
16. Need for two primary schools	Workshop Discussions	
17. Funding to support local business	Business Survey	
18. Limiting Road Closures	Business Survey	
19. Community Ownership of Assets	Business Survey	
20. Expansion of Public Wifi	Business Survey	18.7.2012

Analysis of Issues and Themes

Issues Summary	Issue	Total	Issue#1	Issue#2	Issue#3
Key issue Community	Community	41	3	2	1
	Local	100	20	19	2
	Location	67	4	19	17
	Parking	20	58	19	0
	Encourage Industry	19	56	1	0
	Human Health	24	54	9	12
	Health & Safety	22	49	6	15
	Housing	19	49	11	8
	Congestion	16	45	13	3
	Encourage Visitors	23	40	4	9
	Improve Appearance	22	39	2	13
	Heritage	14	37	9	5
	Infill	7	21	7	0
	Enviroment	9	20	2	7
	Security	7	17	5	0
	Toilets	5	14	4	1
Housing	Tods Piece	3	0	3	0
	Open Spaces / Events/Arts				
	Youth Provision/Education				
	Community Services				
	Supermarket				
Independent Architectural review for larger buildings	Public Information System				
	Defibrillator				
	Appropriate accomodation for various groups				
	Location				
	Clustering				
	Design Standards				



Ideas and Concepts emerging from Neighbourhood Plan Discussions V3

Theme	Suggestion	Include	Primary Issue	Secondary Issue	Tertiary Issue	Sustainability Impact
Housing and New Build	Should attract 'local' people	Yes	Housing	Local	Encourage Industry	
Housing and New Build	All new build to have parking for two cars	Yes	Housing	Congestion		
Housing and New Build	Use an infill strategy*	Yes	Housing	Infill	Local	
Housing and New Build	250 extra dwellings for Uppingham is ridiculous.	No	Housing	Local	Education	
Housing and New Build	No new dwellings for 100m either side of A47	Yes	Housing	Local		
Housing and New Build	A need for more low cost older persons flats/bungalows to buy	Yes	Housing	Local		
Housing and New Build	A need for more starter homes (young people)	Yes	Housing	Local		
Housing and New Build	A need for more single person accommodation	Yes	Housing	Local		
Housing and New Build	Build 2/3 bed homes	Yes	Housing			
Housing and New Build	No infill!	Yes	Housing	Infill		
Housing and New Build	Not just social housing – attract all levels of society	Yes	Housing			
Housing and New Build	Build in small clusters**	Yes	Infill			
Housing and New Build	Build smaller tasteful estates or infill (Station Road?)	Yes	Infill			
Housing and New Build	Build in North West quarter	Yes	Location	Infill		
Housing and New Build	Proposed development 05 and 06 acceptable in size and location	Yes	Location	Infill		
Housing and New Build	Site 03 should be developed	Yes	Location	Infill		
Housing and New Build	No development on plots 07, 15, 16, 26	Yes	Location	Infill		
Housing and New Build	Ensure Developer contributions come to Uppingham not Oakham	No	Community			
Town Centre and Market Square	Remove Traffic Wardens	No	Parking	Congestion	Encourage Visitors	
Town Centre and Market Square	Bring back cobbles or similar heritage appearance*	Yes	Heritage	Encourage Visitors		
Town Centre and Market Square	Web cam in town centre	Yes	Security			
Town Centre and Market Square	Restore western side of Market Place	Yes	Heritage	Encourage Visitors		
Town Centre and Market Square	Old fashioned lampposts	Yes	Heritage	Encourage Visitors		
Town Centre and Market Square	Better lighting required - 20 th Century lanterns?	Yes	Security			
Town Centre and Market Square	Parking signage inadequate	Yes	Parking		Encourage Visitors	
Town Centre and Market Square	Relocate toilets**	Yes	Improve appearance	Toilets	Encourage Visitors	
Town Centre and Market Square	Build nicer toilets	Yes	Improve appearance	Toilets	Encourage Visitors	
Town Centre and Market Square	Street Cleaning machine for town centre					
Town Centre and Market Square	Review Market Place façade e.g. fence, lack of shelter etc. Create wider entrance, archway, part cover?	Yes	Improve appearance	Encourage Visitors		
Town Centre and Market Square	Uneven pedestrian surfaces on East side of Market Place	No	Health & Safety	Community		
Town Centre and Market Square	Relocate annual fair to Tods Piece – An accident waiting to happen in square – damages trade**	No	Encourage Visitors			
Town Centre and Market Square	Create two story galleried structure along fence line, glass wall overlooking Market Place	Yes	Improve appearance	Encourage Visitors		
Town Centre and Market Square	Bike and electric car parking in square	Yes	Parking	Encourage Visitors		

Town Centre and Market Square	Separate pedestrian and vehicle entrance to Market Place	Yes	Health & Safety	Community	
Town Centre and Market Square	Put small garden where present toilets are	Yes	Improve appearance	Toilets	
Town Centre and Market Square	Create a place for events	Yes	Encourage Visitors	Community	
Town Centre and Market Square	Problems in High Street with parking both sides	Yes	Parking	Health & Safety	
Town Centre and Market Square	More car parking required to cope with expansion of town	Yes	Parking	Encourage Visitors	Congestion
Town Centre and Market Square	Extend layby in Gainsborough Road	Yes	Parking	Encourage Visitors	Congestion
Town Centre and Market Square	No entrance from High Street East to Triangle or sign as Access only	Yes	Health & Safety		
Town Centre and Market Square	No parking in High Street East 9am to 2pm Market Day	Yes	Parking	Encourage Visitors	Congestion
Town Centre and Market Square	Remove 'A' Boards. Alternative type of sign?	Yes	Health & Safety	Improve Appearance	
Industrial Estates	Relocate to edge of town***	Yes	Location	Encourage Industry	Local
Industrial Estates	Expand Station Road Industrial Estate	Yes	Location	Encourage Industry	Local
Industrial Estates	Create a new entrance off Seaton Road** *Do not create new entrance off Seaton Road*	Yes	Congestion	Encourage Industry	Local
Industrial Estates	Improve present entrance to Station Road and resurface	Yes	Congestion	Encourage Industry	Local
Industrial Estates	Improve road surface to existing units*	Yes	Encourage Industry	Local	
Industrial Estates	Further Industrial development should be at north of town	Yes	Encourage Industry	Congestion	Local
Industrial Estates	Station Road Est. Turn into residential and move all industry to North.	Yes	Location	Housing	Encourage Industry
Industrial Estates	Good access from A47	Yes	Location	Encourage Industry	Congestion
Industrial Estates	Develop Uppingham Gate - Factory	Yes	Parking	Congestion	
Industrial Estates	Parking/width issue in Station Road requires resolution	No	Location	Encourage Industry	Local
Industrial Estates	Industry to go to Corby?	Yes	Location	Encourage Industry	Local
Industrial Estates	Expand Industry to the East	Yes	Location	Encourage Industry	Local
Industrial Estates	Keep as main industrial area*	Yes	Location	Encourage Industry	Local
Industrial Estates	Support Cottage Industries	Yes	Encourage Industry	Local	
Industrial Estates	Caution with development. We do not want to become like Corby!	No	Local	Encourage Industry	
Industrial Estates	Improve security	No			
Infrastructure	Important to preserve town's character	Yes	Heritage	Improve Appearance	Encourage Visitors
Infrastructure	Review roads and pedestrian crossings including pedestrian access to Market Square*	Yes	Health & Safety	Community	
Infrastructure	Reserve line of bypass ****(to the West) To the East *	Yes	Location	Congestion	
Infrastructure	Do not build bypass*	Yes	Location	Congestion	
Infrastructure	Repair and protect church wall	No			
Infrastructure	Cycle path on Ayston Road*	Yes	Health & Safety	Human Health	
Infrastructure	Parking issues in Branston Road because of closure of Samuel Court	Yes	Parking	Community	
Infrastructure	Leicester Road Traffic Issues – Speed, increased volume, extend 30mph	Yes	Health & Safety	Community	
Infrastructure	Create new car park on East side of London Road	Yes	Parking	Encourage Visitors	Congestion

Infrastructure	Extend Ayston Road layby northward to create more parking	Yes	Parking	Encourage Visitors	Congestion	
Infrastructure	Seaton Road – Speeding	Yes	Health & Safety	Community		
Infrastructure	Too many street lights on dusk till dawn	Yes	Health & Safety	Security	Environment	
Infrastructure	Stone buildings in keeping with the town	Yes	Heritage	Improve Appearance	Encourage Visitors	
Infrastructure	Approaches to the town should be attractive	Yes	Improve appearance	Encourage Visitors	Congestion	
Infrastructure	More parking spaces required	Yes	Parking	Health & Safety		
Infrastructure	Create pull off for buses at Tods Piece	Yes	Congestion	Encourage Industry	Local	
Infrastructure	Relocate Sycamores and Arnold Wills to Uppingham Gate*	Yes	Location			
Infrastructure	Upgrade Broadband*	Yes				
Infrastructure	HGV restrictions (Access only)	Yes	Congestion	Health & Safety		
Infrastructure	Sewage and drainage concerns (extra loading)	Yes	Environment	Health & Safety		
Infrastructure	London Road Traffic Problems. Speeding. Weight restriction/declassifi					
Infrastructure	road if restrictions cannot be enforced	Yes	Health & Safety			
Infrastructure	Relocate Library – Create Car Park on old Library site	Yes	Parking	Community	Location	

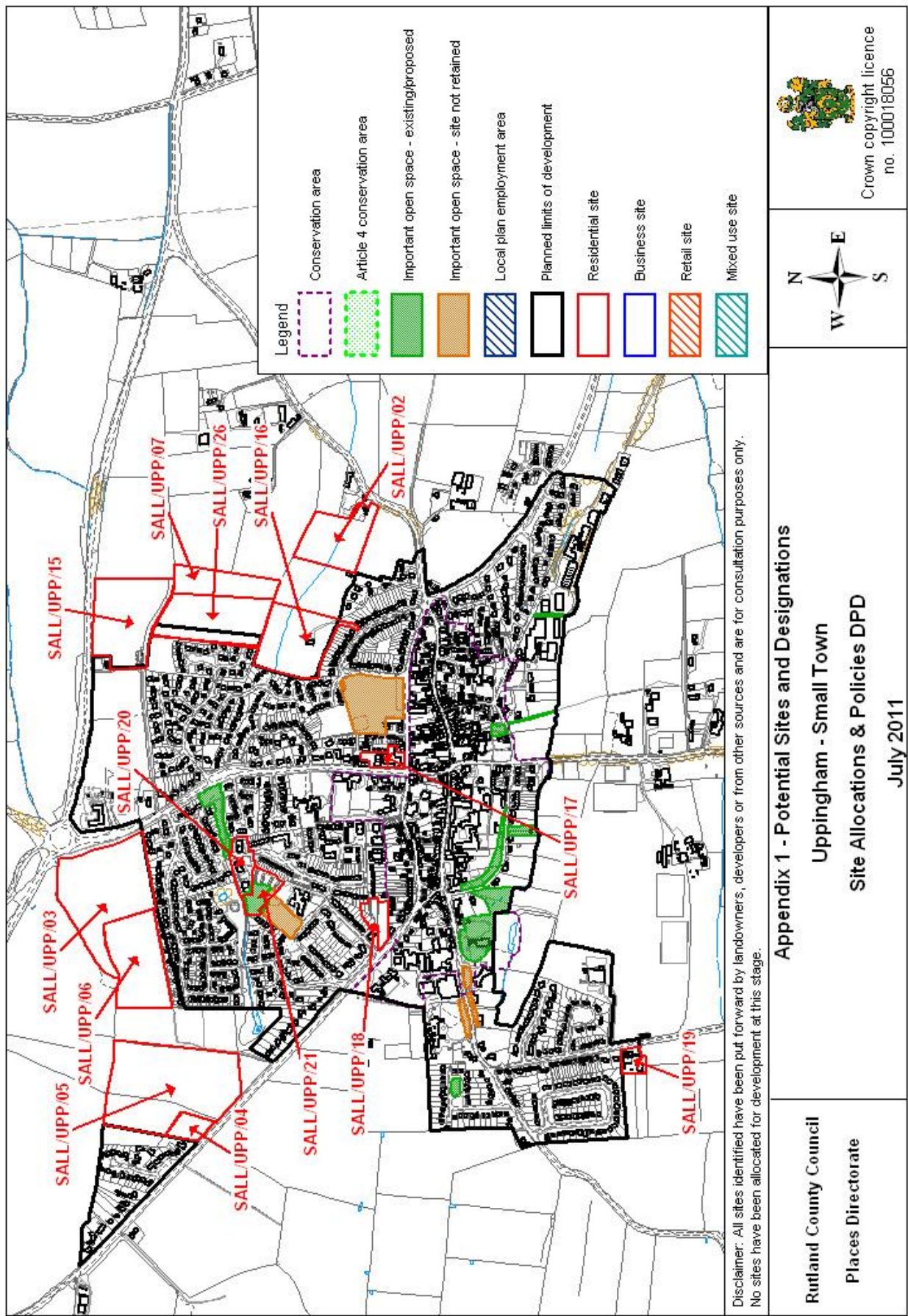
Open Spaces and Tods Piece	Need of new play area Branstion Road	Yes	Community	Human Health		
Open Spaces and Tods Piece	Think the unthinkable - Move school cricket field from Seaton Road to enable parking	No	Location	Parking		
Open Spaces and Tods Piece	Retain some open space on Tods Piece if possible	Yes	Improve appearance	Community		
Open Spaces and Tods Piece	Tods Piece is open, windswept and ugly	Yes	Improve appearance	Community		
Open Spaces and Tods Piece	Turn Tods Piece into a Car Park	Yes	Parking			
Open Spaces and Tods Piece	Create quiet area on Tods Piece	Yes	Community	Human Health		
Open Spaces and Tods Piece	Create a Community Hub. Build at rear of Tods Piece*****	Yes	Community	Local		
Open Spaces and Tods Piece	Football Club precedence! Why?	No	Community	Human Health		
Open Spaces and Tods Piece	Football Club to stay. Move Football Club	Yes	Community	Human Health		
Open Spaces and Tods Piece	Could be made more attractive without impinging on football pitch*	Yes	Improve appearance	Community		
Open Spaces and Tods Piece	Replace old tennis courts	Yes	Community	Human Health		
Open Spaces and Tods Piece	More sports participation	No	Human Health	Community	Local	
Open Spaces and Tods Piece	Keep Tods Piece for sports and recreational activity	Yes	Human Health	Community	Local	
Open Spaces and Tods Piece	Tods Piece too close to main road – needs to be safer	Yes	Location	Health & Safety		
Open Spaces and Tods Piece	Use small section of Tods Piece for car parking*	Yes	Parking	Community		
Open Spaces and Tods Piece	Hold Spring and Summer Fairs					
Open Spaces and Tods Piece	Open Space very important	Yes	Community	Human Health	Local	
Open Spaces and Tods Piece	Improve Tods Piece with appropriate planting* (See park in Market	Yes	Community	Human Health	Local	
Open Spaces and Tods Piece	Tyre Swings					
Open Spaces and Tods Piece	More play equipment					
Open Spaces and Tods Piece	Develop Tods Piece to have more activities	Yes	Community	Human Health	Local	
Open Spaces and Tods Piece	Nowhere for older children to go	Yes	Community	Human Health	Local	
Open Spaces and Tods Piece	Increase security/surveillance on Tods Piece	Yes	Security	Health & Safety	Community	
Open Spaces and Tods Piece	Use Scout hut as Youth Club	Yes	Community	Local		

Open Spaces and Tods Piece	Dog Issues	Litter around church – community litter pick?	Build community spirit by getting more people into church
Community Services	Plan must incorporate requirements of 21 st century life	No	Human Health
Community Services	A 6 th Form College at UCC*	Yes	Community
Community Services	Develop Football Club into Sports Club	No	Human Health
Community Services	Bigger supermarket with parking required – will stop people going out of town*	Yes	Local
Community Services	Second supermarket on edge of town. Will increase employment and reduce traffic in town centre	Yes	Local
Community Services	Move Doctors surgery** Doctors moving to Uppingham Gate – Good	Yes	Human Health
Community Services	New medical centre required to cater for larger numbers*	Yes	Human Health
Community Services	Build a proper youth centre/community centre or Community Hub*	Yes	Community
Community Services	Very poor library *	Yes	Local
Community Services	Dire need for youth provision * – not sports led! Drop in coffee bar etc.	Yes	Local
Community Services	Community meeting place needed for old folk	Yes	Human Health
Community Services	Hopper Bus required (doctors?)	Yes	Congestion
Community Services	Reduce parking demand with Hopper Bus	Yes	Congestion
Community Services	Indoor Play area	Yes	Human Health
Community Services	Make things cheaper		
Community Services	Link school and public libraries	Yes	Local
Community Services	We do not want to be a town of just retired people. Give the young a reason to stay!	No	Encourage Industry
Economic Development and Sustainability	Sustainability must come from enriching commerce and trade, not more regulation	No	Encourage Industry
Economic Development and Sustainability	Relax planning requirements and speed up Planning Department at RCC	No	Housing
Economic Development and Sustainability	Increase diversity of shops		
Economic Development and Sustainability	Lower rents and rates		
Economic Development and Sustainability	Empty Shops!		
Economic Development and Sustainability	Convert empty shops to living accommodation if long term problem	Yes	Encourage Industry
Economic Development and Sustainability	Increase employment opportunities	Yes	Local
Economic Development and Sustainability	Preserve appearance of empty shops and encourage new retailers	Yes	Improve Appearance
Economic Development and Sustainability	Pollution concerns (vehicles climbing hills)	No	Human Health
Economic Development and Sustainability	New developments should incorporate flats for elderly	Yes	Human Health
Economic Development and Sustainability	Create start up units	Yes	Local
Economic Development and Sustainability	Encourage small Artisans	Yes	Local
Economic Development and Sustainability	Have a bike shop	No	Local

Economic Development and Sustainability	Pet shop	No	Encourage Industry	Local	
Economic Development and Sustainability	Make it warmer in the Coop				
Economic Development and Sustainability	More children's clothes in shops				
Economic Development and Sustainability	Hobby Shop				
Economic Development and Sustainability	More activities required	No	Community	Human Health	
Economic Development and Sustainability	Heritage versus Modern – A mix required	Yes	Heritage	Improve Appearance	Encourage Visitors
Economic Development and Sustainability	Extend Uppingham	No	Location	Housing	Encourage Industry
Economic Development and Sustainability	More recycling	Yes	Environment		
Economic Development and Sustainability	Greater use of Solar Panels	Yes	Environment		
Economic Development and Sustainability	Build in the town centre, not on the edge	Yes	Location	Housing	
Economic Development and Sustainability	Improve the Coop and its parking	No	Parking	Congestion	
Economic Development and Sustainability	Concern about environmental impact of extra new build! Water and Sewage capacity!	Yes	Environment	Health & Safety	
Economic Development and Sustainability	More building- less opportunity for natural drainage, Will extra electricity be required?	Yes	Environment	Health & Safety	
Economic Development and Sustainability	More security? More cameras?	Yes	Security		
Economic Development and Sustainability	New Industrial Estate on A47	Yes	Location	Infill	
Economic Development and Sustainability	Less bureaucracy and more community involvement and activity –Think outside the bureaucratic box!				



Housing Site Data



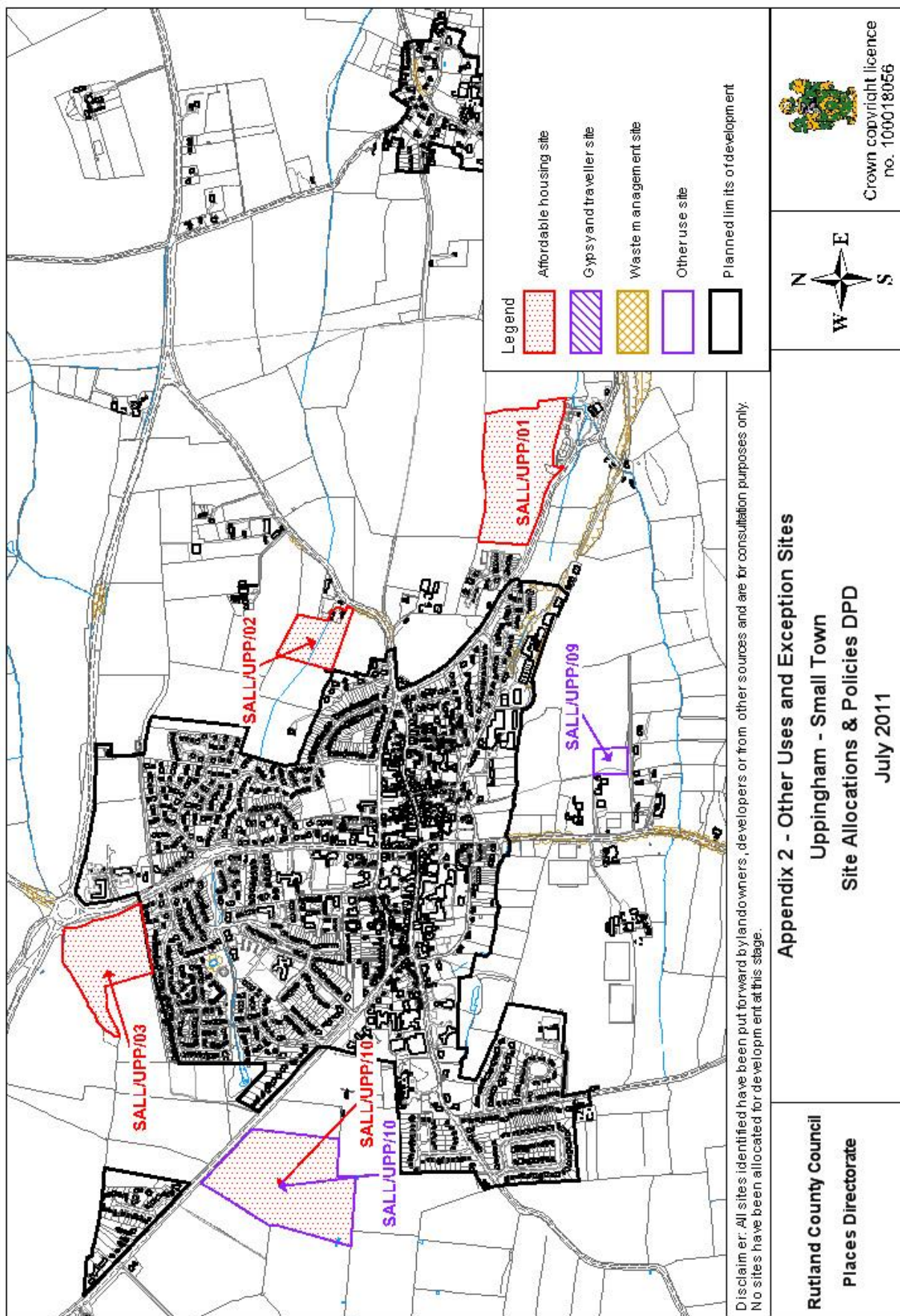
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Appendix 1 - Potential Sites and Designations **Uppingham - Small Town** **Site Allocations & Policies DPD**

July 2011

Rutland County Council
Places Directorate



TASK GROUP RECOMMENDATIONS ON DEVELOPMENT SITES 16.8.2012

Also public vote **For** (in **support**) or **Against** recommendations 29.9.2012

In Order:

Site Reference; Site Address; Task Group Comment; Estimated No of Dwellings; Task Group Recommendation

	% For	% Against	Don't Know	Recommendation
UPP01 Seaton Road				
Too far from facilities. Contrary to RCC Core Strategy ?				Not supported
	51%	35%	14%	
UPP02 Field, White House Glaston Road				
Dangerous access onto already dangerous road. Contrary to RCC Core Strategy ?				Not supported
	59%	28%	13%	
UPP03 Field next to A47 roundabout				
Contravenes RCC policy which sets out criteria for open spaces and frontages. Has poor access via Firs Avenue in presented scheme?				Not supported
	76%	9%	14%	
UPP04 Leicester Road (Site A in Plan)				
Small development in line with UTC preferred options. Meets cluster criteria subject to house types 14				Supported
	89%	5%	6%	
UPP05 North of Leicester Road (Site B in Plan)				
Suitable for part development of mixed dwellings. Cluster/Village Green concept important in presented scheme 50				Supported
	85%	9%	7%	
UPP 06 North of Leicester Road				
Suitable for part development of mixed dwellings. Cluster/Village Green concept important in presented scheme 50				Supported
	65%	28%	7%	
UPP07 & UPP26 Land off Hazel Close on the Beeches				
Small number of Executive houses possible? Not in North West Quarter but would complete The Beeches development 18				Supported
	87%	8%	5%	
UPP08 Glaston Road				
Not considered suitable for development				Not supported
	54%	4%	41%	
UPP09 Land at London Road, Red Hill				
Query regarding other uses. Refer back to RCC for more info.				Not supported
	73%	7%	20%	
UPP10 Leicester Road (Site C in Plan)				
Development here would relieve North West Quarter requirements.100.				Supported
	70%	23%	7%	
UPP11 & UPP24 Queens Road. West of 17 Johnson Road				
Small development to include affordable dwellings.10.				Supported
	59%	30%	12%	

UPP12 UPP13 UPP14 Queen Street. North Street East

North Street East Existing Car Parks. In line with policy.

85%

2%

13%

Not supported for development

UPP15 Land adjacent to Uppingham Gate (Additional Employment Land Designated in Plan)

Should be designated as employment land (light industry) High tech possibilities because of new fibre network?

Garage, Farm Shop, Starter Units supported?

87%

7%

7%

Supported

UPP16 Land off the Quadrant

Contravenes RCC Core Strategy. .

53%

33%

14%

Not supported

UPP17 Ayston Road/North Street East

Should be retained for car parking.

80%

7%

7%

Not supported

UPP18 Queens Road /Leicester Road

Small Development. Could assist cluster and affordable targets.18.

60%

33%

7%

Supported

UPP19 Land at 56 Gypsy Hollow

Small Development. Could assist cluster and affordable objectives.12.

86%

7%

7%

Supported

UPP20 Land west of Branston Road

Could assist cluster and affordable targets 20

85%

9%

7%

Supported

UPP21 North West of 18-40 Branston Road

Should be preserved predominantly as open space/green site.

87%

4%

9%

supported

UPP22 North of 1-8 Farleigh Gardens

Retirement homes. 8.

88%

3%

9%

Supported

UPP23 South of 18 Branston Road.

Three dwellings 3

61%

28%

11%

Supported

UPP25 Spring Back Way

Existing green space 0

82%

6%

12%

Not supported for development

Action on Responses to First Public Consultation

Consultation Feedback on First Draft of Plan

Resident Responses

A Morse - 'Excellent Plan' comment noted. Doctors surgery capability noted

C Hodgkin – Comments ref Station Road noted – Issues include ownership, gritting. Car parking still under active consideration by Town Council. **Add parking provision to CIL list in Plan**

M & D Demaine – Bypass debate noted – Realistic first step might be link road in N West quarter – Real issue is heavy lorries! Check with DCLG ref bypass point

D Ford – Station Road issues noted, particularly safety. Agreed more work should be done

E Speirs – School capacity checked by Cllr Stephenson. All ok according to RCC Study on Admissions policy.

Add Schools to CIL list as a safeguard

I Hay – Compliment on Plan noted. Parking concerns noted

J Greenlaw - 'Thoughtful Plan' comment noted. Link Road possible solution to North of Leicester Road Bypass debate

J Thompson – "Well presented and easy to read" comment noted. Speed issue noted. **Put 'play area' in site design requirement for UPP 05?**

J & A Gough – Generous comment on "A job well done that deserve success" appreciated and particularly welcome from new residents

J Portlock – Heritage and population comments noted. Plan must produce housing numbers required in county council strategy. Event and signage comments noted. No known evidence of Stockerston Road speed issue

J Tookey – Negative comments noted. Task Group do not agree! RCC asked to check compliance with Town and County Planning issues. **Agreed that extension of retail shop front proposals pals in Plan be defined in detail by street and number (Orange Street to be excluded?)**

L Cunnington – Excellent document comment noted. Traffic light possibility noted (legal in UK?) Speed on London Road issue noted

J & M Bell – "Congratulations on producing a very informative plan" comment noted. Support for coach stop noted

N Grindley – "A well-considered draft plan" comment noted. **Agreed to incorporate 'Antiques' in text**

N Sudborough (2 responses) – "Congratulations to Authors on their detailed work" comment noted. Increased traffic environment comments noted. Parking, lorries and street furniture comments noted. **Agreed to comment in text on developments in neighbouring authorities and the need to have dialogue with them**

P Green – "Well set out" comment noted. Picture comment noted but Task Group do not agree. Narrow street comment noted. Nearby residents do not want change

P&M Ind – Location comment noted. Task Group acknowledged popularity of chosen sites in community survey. Noted that windfall sites could be anywhere in town. **Agreed that text in Plan be strengthened in this regard.** Call for housing detail noted.

R Apel – Comment on "Clear and well-presented document" noted. Half bypass comment noted

R Farmer – 24 hour operation concerns noted. **Agreed to note good vehicle access to site and acknowledge main concern is about overnight noise**

R Seden – Argument on site locations and housing numbers noted. RCC Core strategy limits Task Group options. Task Group notes the significant community support for UPP 10. Amended site layouts and max housing numbers to be agreed later in meeting. By pass comments noted. **Agreed to address this in second draft**

Rutland Access Group – Positive comment on proposed improvements to pedestrian environment noted. Access to historic buildings point noted but felt by Task Group to be outside its brief. However the Plan does aspire to improve accessibility

S Durant - "Well done to all those involved" comment appreciated by Task Group. Station Road and signage comments noted

S Taylor – "N Plan reads well and its broad scope is impressive" comment noted. **Proposals for change and amendments accepted and to be included in second draft**

V Allen – Point about development in the West noted but Task Group limited by RCC strategy and local plan. Pressure on public services point noted.

Developer /Landowner Responses

Ancer Spa (Uppingham Gate) – Argument about housing noted by Task Group but decision to retain for employment purposes only is retained. While Task Group is supportive of an enhanced retail offer within the town centre it is believed it would be detrimental to the town sustainability to support a significant retail food store development at Uppingham Gate

Bidwells (Site off Branston Road) – After careful deliberation and receipt of RCC advice, the Task Group agreed to retain its present position with regard to the non-inclusion of the Branston Road site in the N Plan and continue to support the proposed green space as requested by residents

Marrons (North of Leicester Road) – Following further deliberation by the Task Group and advice received from RCC, it is proposed to amend the Plan so as to approve the whole site for housing development but limit

development within the period of this Plan to an area of 3 hectares within the site boundary providing a total of 75 houses at a density of 25 houses per hectare

Marrons (East of The Beeches) - The Task Group noted the argument presented for increasing the total housing provision but on the advice of RCC rejected the proposal. Comments on the need to conform with the Local Plan reinforce the Task Group's decision not to support further development East of The Beeches. The Task Group further noted that in the event of the Branston Road site not being developed there remained sufficient capacity on the three recommended sites to make up the shortfall

Bloor Homes/Oxalis Planning (south of Leicester Road) – Following further deliberation by the Task Group and consideration of the points made in the submission, the Task Group agreed that the present location of the x-y line was correct and that land at the rear of the site should be designated as recreation land. The Group also agreed that four hectares between the x-y line and Leicester Road be approved for future housing development and that 3 hectares within that area be approved for the construction of up to 75 homes at a density of 25 homes per hectare within the period of the Plan

Larkfleet Homes (West of Ayston Road & North of Firs Avenue) – The Task Group considered this lengthy response carefully. It contains a number of untrue assertions. It suggests that no sustainability screening has taken place. This is not the case as the Task Group used a template process developed by RCC and commended by DCLG. It suggests that the Task Group are unaccountable. Not true as the Task Group is working group appointed by, and accountable to, the Town Council. It suggests a lack of transparency in the Task Group's activities yet all meetings are minuted and it has regularly reported in public. Concluding its deliberations and having regard for the public support for the draft plan and the limited housing needs of the town up to 2026, the Task Group could find no substantial reason to change its recommended sites for housing.

Note 1: In a number of the above submissions issue was taken with the methodology and calculations by which RCC arrived at its recommended housing figures. The Task Group is advised by RCC that there is no substance in the arguments put forward. The Task Group has therefore accepted RCC advice in this regard.

Note 2: It was agreed that all respondents would receive a written response from the Town Council and that all responding developers/landowner representatives would be offered the opportunity of a debriefing/progress meeting with the Task Group.

National Agency Responses

English Heritage – This positive and supportive response was welcomed by the Task Group

Other Agencies – No response yet received – **Agreed that these be chased up!**

RCC Response

It was agreed that many of the issues covered had been addressed during the day's discussions with some points likely to be picked up during redrafting. It was noted that the response was from RCC and not just the Planning Department.

Action on Responses to Second Public Consultation

Consultation Feedback on Revised Draft Plan

Resident Responses

Brett & Tania Durden - 'Professional and High Quality' comment noted. Comment about 'Sites A,B & C providing sensible options' noted, Concern about the limited number of sites chosen noted. Missed opportunity to spread sites comment noted. **Action – Explain limitation of sites choice available to comply with RCC strategic plan. Also limited number of houses required within life of Plan. Economy will determine pace of development**

Mr & Mrs Ind – two letters – Concern about urban sprawl noted. Cllr Ind's declared interest noted. Concern about neighbours' views noted but not consistent with limited number of negative responses received or positive views repeatedly expressed at Neighbourhood Forum meetings. Concern about maintaining quality of approach to town noted. **Action - Write stating that Task Group does not accept that their proposals represent urban sprawl. Agree about need to ensure that any development enhances character of town and has regard for neighbours during construction phase. Advise that windfall housing allocations will help distribute development around town**

L Fenelon - Comments about merit of bungalows noted and supported. **Action – Bring to attention of developers**

N Sudborough – Job well done comment noted. Roundabout at south entrance of town still in Plan. Street furniture and traffic calming points noted. **Action – Write advising roundabout still in Plan. Other traffic calming measures on London Road still possible even if not detailed in Plan**

Karen Mellor- Rutland Access Group – Support in Plan for people with disabilities comment noted. Disabled parking provision comment noted. **Action – Advise that Town Council will be asked to pursue this issue as part of its parking strategy**

G Maskell – 'Congratulations to team who compiled document' comment noted. Heavy traffic comment noted but as stated in Plan requires collaboration with other authorities. **Action – Write confirming Plan has no specific policy but UTC intends to pursue heavy traffic issue in collaboration with Highways Authority**

RC & J Fisher – Ayston Road speed comment noted. Branson Road traffic comments noted. **Action – Write confirming Ayston Road speed view supported and will be monitored during development of Uppingham Gate. Advise that Branson Road traffic issues are being addressed as part of the Spire Homes development**

R Boston – Support for Plan noted. Concern about scale of any future development noted.

A Haigh – 'Excellent work of all concerned in preparing Plan' comment noted. Observations about schools, youth, affordable housing noted. **Action - Advise that all schools invited to participate but not all responded. Advise that flexible facilities may be part of community hub proposals. Advise that Branson Road development is outside of Task Group remit, but more affordable housing very much part of Plan**

S Forsyth - 'Congratulations to all who have been working on Neighbourhood Plan' comment noted. 'A clear and informative document' comment noted and appreciated

Mrs Deveraux – Concern about adequacy of policing following development noted. **Action - Advise that this issue will be monitored by Town Council**

M & M McWhinnie – Approval of N Plan noted. Pedestrianisation comment noted. **Action – Advise of debate about and decision taken around Pedestrianisation of Market Place. Proposal carried little support!**

K & W Edmond – Support for revised draft of N Plan noted. Also removal of North/South bypass line

L Bennett – Concern about housing proposals impacting on school place availability noted. **Action – Advise that RCC has reassured Task Group existing provision is adequate for current number of additional homes proposed**

Roy Seden – 'Appreciation of work done and support for majority of Plan' comment noted. Support for deletion of bypass route noted. Support for dialogue with developers and landowners noted. Detail of objection 1 discussed and noted. Detail of Objection 2 noted including concern about Site C and surrounding landscape. Call for greater housing dispersal noted. **Action – Advise of limitations put upon Task Group re housing site dispersal, rational behind red/pink areas. Explain dispersal required use of south of Leicester Road, also shared aspirations for additional recreation space. Explain dialogue with landowners has limited their aspirations but demonstrated sustainability and deliverability of proposals including much needed affordable housing. Landscaping of developments will be a key design issue to address environmental concerns and protect town's heritage. Developers/landowners have been made aware of this.**

Business Response

a) Post Office – Concern about apparent downgrading of establishment in revised draft plan noted. **Action – Advise that change was no reflection on quality of staff, but reflected Access Group concerns about access for the disabled.**

Developer/Landowner Responses

Ancer Spa (Uppingham Gate) – The Task Group welcomes the positive comments on the revised draft of the N Plan and notes with interest the content of the possible master plan submitted. The support expressed for Proposal 6 concerning the Local Enterprise Partnership is welcomed. **Action - To assist this developer in their endeavours to attract employers to the site, the temporary amendment previously agreed to the list of prohibitions in Policy 7 on page 20 is now made permanent. The Task Group would welcome further dialogue with this developer.**

Bloor Homes/Oxalis Planning (south of Leicester Road) – The Task Group welcome the positive comment on the revised Plan and is pleased with the progress of the deliverability discussions for this site. The updated maps with the more accurate line of division between housing land and recreation are approved for inclusion in the Plan as is the minor change suggested for Policy 4 and the textual changes for page 17.

Action – Update plans on pages 31 & 32. Amend Policy 4. Amend text where requested on page 17.

Larkfleet Homes (West of Ayston Road & North of Firs Avenue) – The Task Group considered this lengthy response carefully. It contains a number of untrue assertions and, in the opinion of some Task Group members, is potentially libellous. The Task Group notes the objections to Policies 1, 4, 9, and 11, but does not share the author's views. The Task Group notes the argument about the legality of the N Plan but takes the view that this is a matter for RCC, DCLG and the External Examiner. **Action – That 1) The Chair of the N Plan Task Group write to Larkfleet's representative outlining the Task Group's arguments for not accepting Larkfleet's objections (Copy letter attached to these notes) 2) The Task Group urge the Town Council to consult with partners and DCLG to arrange appropriate legal representation to support the Plan in the event of a legal challenge to the Plan submitted by Larkfleet at the External Examination.**

Rutland County Council Responses

The Task Group notes that the RCC Scrutiny Panel of November 28th 2013 considered the revised Draft N Plan without proposing any change

The Task Group notes the helpful comments of the RCC Director of Places

The Task Group welcomes the detailed advice and comment made for the post plan period by the RCC Climate Change Coordinator

National Agency Responses

English Heritage – This positive and supportive response is welcomed by the Task Group

Environment Agency – This positive and supportive response is welcomed by the Task Group

Natural England – The comment that "Natural England welcomes the Draft Plan and considers that it provides a strong framework for achieving the sustainable development of Uppingham" is welcomed by the Task Group.

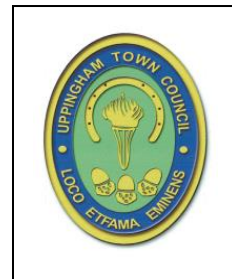
Following deliberation on the above responses and actions, it was agreed that:-

'The Task Group commends the amended Plan to Uppingham Town Council for their formal approval'.

UPPINGHAM TOWN COUNCIL

www.uppinghamtowncouncil.co.uk

Neighbourhood Plan Task Group



Chair: Edward Baines Lead Officer: Ron Simpson Town Clerk: Susan Awcock

Neil Osborne
Senior Director
DLP Planning Ltd

23.12.2013

Dear Mr Osborne,

Uppingham Neighbourhood Plan (UNP) – 2nd Draft Consultation

Thank you for your response of December 18th 2013 on behalf of Larkfleet Homes. I acknowledge your comments and confirm that they have been discussed at length by the Task Group.

I note that your main concerns are about the lawfulness of the UNP. In our opinion, this is a matter for the Inspector dealing with the Rutland County Plan and, in due course, for the External Examiner appointed to assess the UNP. It would appear that your response does not appreciate the wide-ranging implications of localism. In particular it ignores the considerable weight given to local opinion.

Your comments regarding evidence, accountability and community involvement are not accepted.

- e) Evidence – From the outset surveys, open meetings and developer engagement have formed the basis of our deliberations and discussion. Detailed records of these will be available to you when the Plan's Databook becomes publicly available in January 2014
- f) Accountability – The UNP Task Group was formed as a result of an Uppingham First (business led) initiative. From the beginning the group included representatives of business and voluntary sectors as well as Town Councillors. When the legislation required, the group became an official working group of Uppingham Town Council. All published documents have been ratified by the Town Council (UNP is always an agenda item). Minutes of all meetings have been kept and are publicly available either online or in the Databook
- g) Community Involvement – The Department of Communities and Local Government (DCLG) has commented with approval that formal consultations, as well as the myriad of other engagement initiatives (v.s. para a)), considerably exceed legal requirements
- h) General – DCLG has been actively involved from a very early stage and has been consulted frequently on process. Similarly, Rutland County Council has been involved throughout and an officer of the Council has attended numerous Task Group meetings.

In view of the Task Group's considerable efforts to engage developers in the process, it is disappointing that Larkfleet alone has chosen legalistic argument before constructive dialogue.

Yours Sincerely,

Edward Baines
Chairman of the Uppingham N Plan Task Group writing on behalf of the Group

The Uppingham Neighbourhood Plan Task Group is a working group of Uppingham Town Council. Administration by Uppingham First
www.uppinghamfirst.co.uk

Task Group Membership

Andrew Dighton: Uppingham School; Tony Fowell: Uppingham Business Forum; Chris Merricks: Uppingham Neighbourhood Forum; Mark Shaw: Beeches Residents Association; Lucy Stephenson; Phil Wignell: The Uppingham Town Partnership Ltd; Town Councillors: Richard Reeves and David Casewell; David Ainslie: Limes Firs & Spurs Residents Association.

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