

UPPINGHAM FIRST

Community Partnership

Chair: Edward Baines Vice Chair: Mark Shaw Secretary/Treasurer: Ron Simpson BEM

Uppingham Webcam



Uppingham Hopper

Minutes of a Board Meeting held at 6pm on Thursday July 6th 2023 in The Falcon Hotel

In Attendance

Business Directors: Edward Baines, Kath Gilbert, Ron Simpson BEM, James Torbell, and Nick Townsend

Community Directors: Mark Shaw and Janet Thompson BEM

Statutory Sector Directors: Lucy Stephenson (Local Government), John Leslie (Health and Wellbeing)

Community Liaison Representative: UNF Executive Member Christine Edwards

Guest: Liz Sargeant MBE

1. Apologies for Absence

Business Director: Trevor Ellis

2. Chair's Opening Remarks

Edward Baines welcomed everyone to this third board meeting of 2023 and noted the scheduled 7pm arrival of guest Liz Sargeant MBE, a senior health service professional and Uppingham resident.

3. Declarations of Interest

Board member interests in various businesses, councils, charities and community groups within the town and the county were noted. RS asked the board to note in particular his appointment as President of Rotary in Uppingham for the year 2023/2024.

4. Minutes of a Board Meeting held on April 13th 2023

Circulated and approved as a true record.

5. Matters Arising

None.

6. Secretary/Treasurer Report

- a) **Finance and Budget Update** - In accordance with insurance requirements, transactions for the period April 5th to July 6th 2023 were witnessed and signed by an attending director. In addition, it was noted that, before future board meetings, all directors would receive a copy of the updated income and expenditure Excel spreadsheet. Current bank balance was £12,886.09 (Incorporates the Hopper, UNF, Rutland Lottery, Project, Event and Defibrillator funds). Credit Card balance is zero). An updated 2023 work programme and budget revealing 2023 income to date of £13,957 and expenditure of £17,856 was received and approved. An imminent grant of circa £8K from the National Lottery Community Fund toward the 2023 operating costs of the Uppingham Hopper was noted with satisfaction
- b) **2022 Accounts** - The final 2022 accounts were approved by the board and authority granted to submit them to Companies House and HMRC. This would be done in collaboration with volunteer accountant and scrutineer TA. It was noted that the 2022 accounts (Income of £40,728 and expenditure of £32,842) revealed that the company would have a corporation tax liability for the first time. The work done over a number of years by volunteer accounts scrutineer TA was noted with grateful thanks. The board acknowledged that given the continued success of the partnership it was now wise to formally appoint and employ an accountant/auditor for its 2023 submissions. This appointment could be made at the 2023 AGM in August
- c) **UTC Invitation** – Board members noted the receipt of a letter from the Uppingham Town Clerk Sharon Coe inviting the company to speak on its activities before a meeting of the town council. Directors also noted requests for more information on the company from new county councillors. Following discussion, it was noted that:-
 - such information was regularly given at the Neighbourhood Forum
 - no recent requests for further information had been received from members of the public
 - the partnership's annual report would be published in August
 - It would be more efficient to arrange one briefing session open to all interested elected members

It was therefore agreed to welcome the increased level of interest in the partnership and write to both town and county councils inviting elected members to attend a presentation and Q & A on the work of Uppingham First and its constituent forums following the August publication of its 2023 Annual Report. The date of Tuesday September 5th 2023 was agreed for this event. Venue to be The Falcon Hotel

- d) **Director Resignation** – Acknowledging the supportive content of resigning director DA's letter, it was agreed that the Secretary write on behalf of the board formally thanking him for his warm words and extensive service to the partnership and the Uppingham community. It was further agreed that his offer to continue to be a Hopper lead volunteer be accepted. The Secretary confirmed that the resignation had been registered at Companies House and the authorised signatures updated at the bank

- e) **Voluntary Sector Survey** – The Secretary confirmed the partnership’s participation in the organising group of the RCC commissioned survey of the Rutland Voluntary Sector and receipt of an early draft of its findings
- f) **Significant Correspondence, Events and Meetings** - Highlights since the last meeting included:- i) Sycamore Harley Davidson’s award as the top EU and UK dealership bringing considerable recognition to the town ii) the action taken by the Secretary with regard to the Post Office iii) correspondence with regard to a new Rutland crematorium iv) Photo request from Classic Car Weekly v) a new contact request from the Community Engagement Officer of Live and Local vi) confirmation that the partnership will be acting as a judge in the 2023 Women’s Awards vii) correspondence from Ian Reynolds, RCC Armed Forces Officer regarding an Uppingham based event viii) Correspondence regarding the UF First Aid Certificate training course for local businesses and community groups.

7. Social and Economic Forums

- a) **Business Forum** – The minutes of the meeting, held on May 31st 2023 were circulated and noted
- b) **Neighbourhood Forum** – It was noted that the next meeting of the UNF will be its 2023 AGM to be held on Thursday August 24th 2023 at 7.30pm in The Falcon Hotel. Invitees include Uppingham Surgery and the police
- c) **Vanguard Board** – It was noted that the next steps for the Vanguard Board will be to address a range of policing, education, health and environmental matters with leaders in those sectors as well as monitoring the progress of the Regulation 16 edition of the updated Uppingham Neighbourhood Plan.

8. Planning, Environment and Economic Development Matters

- a) **High Street Update** – Due to the absence of Damon Le Geyt this matter was adjourned to the next meeting
- b) **Rutland Crematorium** – It was noted that the applicant company had appointed a new lead person on this project who was waiting to hear from the partnership. It was agreed that the Secretary facilitate the requested contact with UF Director NT to progress matters
- c) **Uppingham Post Office** – The Secretary reported on the action taken following the last meeting of the Uppingham Business Forum and his efforts to contact the post office building owner. Further action was planned including a possible visit to Belgium
- d) **Station Road Signage** – An offer to fabricate a Station Road sign at cost from a local employer was welcomed . It was agreed to contact RCC highways with regard to design and location via the relevant new portfolio holder
- e) **Station Road Highway Study** – Director NT presented a previously circulated pro bono professional report from a business contact on the challenges presented by the proposed further development of Station Road. The challenges were both technical and financial.
- f) **Uppingham Neighbourhood Plan** – The Secretary reported on the UTC sign off of the Reg 14 (soon to be Reg 16) draft of the UNP. Prompt action from RCC on the required public consultation was now awaited.

9. Health and Wellbeing

- a) **Surgery Update by UF director and PPG Chair John Leslie** – John presented a further informative update on recent developments at the surgery. Issues raised included a revised website, the date of the next newsletter, the arrival of a new trainee GP, the dates of practice closures for staff training (July 27th September 21st; October 26th and November 16th), a report on the Covid Booster programme and Autumn Flue jab, an invitation to participate in a Covid research study and finally surgery statistics for the period June 1st to June 28th 2023.
- b) **Collaborative Venture with Rotary and Community Health Volunteers** – The Secretary introduced national health colleague Liz Sargeant MBE who was to take a lead in a number of joint HS/Rotary/UF projects to be initiated with the partnership by Rotary in liaison with health service and surgery colleagues. It was agreed that the first step should be a joint meeting of LS, JL and RS. An update will be presented at the next meeting.
- c) **First Aid Training Course** – This was full and well received. Certificates have now been issued to the successful course participants.

10. Community Transport

- a) **Uppingham Hopper – Operational Matters** – It was noted that following the resignation of DA as an UF director, full legal responsibility for the Hopper now lay entirely with the partnership. He would however continue driving, fund raising and preparing the monthly duty rota
- b) **Bisbrooke Hopper Trial** – It was agreed that this had been a success and the changes to the Friday timetable made permanent
- c) **Hopper Bus Replacement** – Directors MS and JL (bus working group) updated board members on the research undertaken to secure a suitable replacement for the Hopper. The ideal outcome, if possible, was ownership of two vehicles: One electric and one diesel. Costings had been secured. A bid to the National Lottery was being prepared by DA. Arnold Wills had offered a location for a charging point and invited comment on a desired specification. Following further discussion, it was agreed that all options be kept open and the opinion/support of the national lottery sought.

- d) **Levelling Up Fund** – The progress made by RCC officers in progressing the detail of the health, tourism and transport elements of the levelling up fund bid was noted.

11. Events

- a) **Coronation Report** – Director JT reported on her attendance at the Coronation with another Forum Executive member and with her spouse at a subsequent Royal Garden Party
- b) **Uppingham Feast 2023** – Directors LS and JT reported on a very successful 2023 Feast Day event despite having to end at 6pm due to severe weather
- c) **LNS 2023** – On behalf of the event coordinators RS reported that forward planning for the 2023 event was going well
- d) **Social Sundays 2023** - Director JT reported positively on the launch of this year's events which featured live music every Sunday 2pm to 4pm.
- e) **Stilton /Round Rutland Runs 2023** - Directors RS and MS reported on a very successful 2023 Stilton Cheese Run. Bookings were now being taken for this year's Round Rutland Run.

12. Community Safety

- a) **Monthly Crime Statistics** - These are now published online at www.uppinghamonline.co.uk when made available
- b) **Policing Changes** – It was noted that the town once again had a new neighbourhood beat officer (PC Rebecca Angel). It was agreed that she be invited to the AGM of the Uppingham Neighbourhood Forum in August
- c) **Community Emergency Plan** – The Secretary reported that this was still scheduled for update in August.

13. Any Other Business

- a) **Rutland Statue** – Director JT pointed out that the planning application had now been submitted for the former Queen's statue to be erected in Oakham. She urged those who supported the statue to submit positive comment online at the planning portal.

14. Date of Next Meeting

The date of the UF AGM was agreed as Thursday August 17th 2023 at 6pm in Don Paddy's

Notes distributed: 23.7.2023

Copies to: social and economic partners; local and national government; media

Uppingham First is the 'all sector' Community Partnership for Uppingham which brings together the voices of community, business and statutory sector representatives. It incorporated as a limited company in January 2009. The objects for which the company was established are, "To protect and promote the interests of Uppingham Town helping to sustain its vitality and economic viability ensuring it remains an attractive place to live work and play."

Uppingham First is a member of Live & Local, the national charity Locality, and the Community Transport Association (CTA) and administers the Uppingham Business Forum and the Uppingham Neighbourhood Forum.

The partnership provides social and administrative support to a large number of residents and community groups and has helped deliver a wide of projects including Digital Uppingham, the Uppingham Webcam, the Rutland Lottery, the Uppingham Defibrillator Network, the Uppingham Hopper, UppWatch, Neighbourhood Watch and the Community Emergency Plan. It also supports the innovative Uppingham Vanguard Board which brings together developers, landowners, town and county councillors, schools and other agencies pertinent to the future development of Uppingham.

Events supported this year include the Midlands Women's Awards, the Stilton Cheese Run, Uppingham Feast Day, Social Sundays, the Round Rutland Run and Christmas Late Night Shopping.

The company is financially sound with grants and donations having been received from a wide range of sources including residents, businesses, community groups, national and local government, Locality and the National Lottery.

**UPPINGHAM
FIRST**

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

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