



# Annual Report & Accounts

1<sup>st</sup> April 2016

to

31<sup>st</sup> March 2017



# Contents:

---

|   |           |
|---|-----------|
| ❖ Mayor's Report                                      | Page 3-5  |
| ❖ Balance Sheet at 1 <sup>st</sup> April 2017         | Page 6-7  |
| ❖ Income & Expenditure to 31 <sup>st</sup> March 2017 | Page 8    |
| ❖ Supporting Notes                                    | Page 9-12 |

*High Street East & Market Place, Uppingham*



# Mayor's Report:

---

“Year of Evolution”

*Alec Crombie*



---

This has truly been a year of evolution for Uppingham and its Town Council.

In making studied recommendations to our County Council for development sites, we have been looking at the period 2026-2036. With the constraints of the Town's topography this is challenging; yet we must continually have regard to the mix of homes, jobs, and educational facilities to avoid the label of "dormitory."

There is thus an imperative to maximise use of our space and the needs of all, young and old, able and less able.

Your Council is undertaking a review of all our open spaces to build on our work on Tods Piece and in harmony with the inspirational work of Uppingham in Bloom. Meanwhile the skate park, new toilet and new cross-park path are all giving value.

Ever since the relocation of our doctors' surgery the crossing of Ayston Road has been much on my mind as a hazard to the elderly and infirm. Rutland County Council has now determined an intelligent crossing will be installed opposite the Surgery at no cost to Uppingham. Hopefully this will happen this year.

Traffic of course equates to parking, something that is taking up more and more of our time on the Council. Spring Back Way is a particular hot-spot. Having profiled the views of residents we have submitted recommendations to Rutland Highways and will rely on that Department's expertise to realise our West-East prioritisation option. Attention will also be given to parking provision and traffic calming as part of the overall solution.



# Mayor's Report:

---

On a related theme I plan a Mayor's Walk, a modern version of Beating the Bounds, which will double as an audit of possible new parking areas as well as noting litter hot-spots and the state of our pavements. My fellow Councillors and I will set off from Uppingham Market Place at 10.30 am on Sunday 25th June, returning to our starting point in time for our annual Feast. A plan of the route will be published. Do please join us.

Summing up this part of my report and echoing my correspondence in the Rutland Times of last September, we as your Council maintain a keen interest in Cllr. Simpson's ideas for a Town Centre and Business Zones plan.

An early draft of this Plan was published in the Autumn. That draft contained some far-reaching ideas of a "blue-sky" nature although certain operational proposals, especially related to our Market Place, proved something of a distraction.

Version Two of the plan should be made public by the time this Report hits the streets, and we are looking forward to debating it in the Town Council and in public session at the Town Hall.

Moving on, a further element of evolution has featured governance, the process of running your Council for the good of our Town. Uppingham's Neighbourhood Plan, one of the first in the country, has set us on a dynamic path and indeed work to refresh the Plan is already in the offing.

To compliment this we are widening the franchise of townsfolk to serve on our prestigious Neighbourhood Planning Committee and look forward to the benefits that should result from this reform.

Reform has also been the object of our efforts to rationalise partnerships with community organisations in Uppingham, hitherto the subject of much confusion. These efforts are going well.

Similarly we put a premium on being accessible to you all, and that includes plans to install disabled access to the front of the Town Hall.

During the year our Council has run surveys to gain your views, each of which elicited heavy responses:--

- \* Continuity of the 747 bus service to and from Leicester;
- \* Location of the Chartered Fair; and
- \* Views on the nomination of an asset of community value.

# Mayor's Report:

---

Which prompts me to mention in passing that the number of hits on our website increased during the year from 45,000 to just under 100,000, surely a prompt for the new "Love Uppingham" site which I hope will come on stream in the next few months and features the very popular heritage trail.

Add to this our monthly Councillor Surgery, plus our Clerk's "open-door" approach to life, and we have I believe a recipe for vibrant communication.

And talking of our Clerk, I cannot overdo my appreciation for the skill and effort that Mr Neil Wedge has invested in his role. Now halfway through his third year in the job, Neil continues to engage with all sectors of the public as well as providing statutory guidance to me and my fellow Councillors. In particular Neil is now qualified with the Certificate in Local Council Administration, which means we have regained the General Power of Competence referred to in the last Annual Report, enabling your Council to undertake a broader range of activity.

In conclusion I have during the year represented our Council at something approaching 50 events and meetings apart from meetings of Uppingham Town Council and its committees. During the year I have been fortunate in coinciding with numerous people around the County, not least of these being our inspirational High Sheriff, Dr Sarah Furness.

I thank all of these folk for their help and good fellowship, not forgetting my fellow Councillors and especially my Deputy, Cllr. Stephen Rozak and of course my ever-supportive wife Caroline.

*Spring 2017 planting by Uppingham in Bloom and Uppingham School*



**Uppingham Town Council 2016/17**

**Balance Sheet as at 1st April**

**31st March 2016**

**31st March 2017**

| <b>Current Assets</b>      |  |        |                |
|----------------------------|--|--------|----------------|
| 722                        | Debtors  | 817    |                |
| 2,062                      | VAT Control Account                                  | 4,556  |                |
| 33,059                     | HSBC Bank Account                                    | 3,059  |                |
| 72,935                     | Lloyds Bank Account                                  | 1,652  |                |
| 12,425                     | Lloyds Allotment                                     | 467    |                |
| 60,000                     | Natwest  | 75,000 |                |
| 0                          | CCLA   | 75,000 |                |
| 44                         | Petty Cash   | 15     |                |
| <b>181,247</b>             |  |        | <b>160,567</b> |
|                            | <b>181,247 Total Assets</b>                          |        | <b>160,567</b> |
| <b>Current Liabilities</b> |  |        |                |
| 18,121                     | Creditors  | 0      |                |
| 0                          | Accruals   | 21,360 |                |
| 2,400                      | Mayor's Charity                                      | 0      |                |
| <b>20,521</b>              |  |        | <b>21,360</b>  |
|                            | <b>160,726 Total Assets Less Current Liabilities</b> |        | <b>139,206</b> |
| <b>Represented By</b>      |  |        |                |
| 90,726                     | General Reserves                                     |        | 43,337         |
| 20,000                     | EMR - Tod's Piece                                    |        | 8,779          |
| 15,000                     | EMR - Road Improvement Project                       |        | 15,000         |
| 10,000                     | EMR - Town Hall                                      |        | 10,000         |
| 5,000                      | EMR - Notice Boards                                  |        | 5,000          |
| 2,000                      | EMR - Allotment Improvements                         |        | 2,000          |
| 5,000                      | EMR - Cemetery Maintenance                           |        | 5,000          |
| 3,000                      | EMR - Social Housing Project                         |        | 3,000          |
| 10,000                     | EMR - Legal & Professional Fee                       |        | 10,000         |
| 0                          | EMR Uppingham Town Centre Fund                       |        | 37,090         |
| <b>160,726</b>             |  |        | <b>139,206</b> |



---

**Uppingham Town Council 2016/17**

**Balance Sheet as at 1st April**

---

31st March 2016

31st March 2017

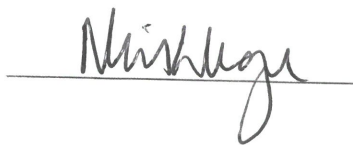
The above statement represents fairly the financial position of the authority as at 1st April and reflects its Income and Expenditure during the year.

Signed :  
Chairman



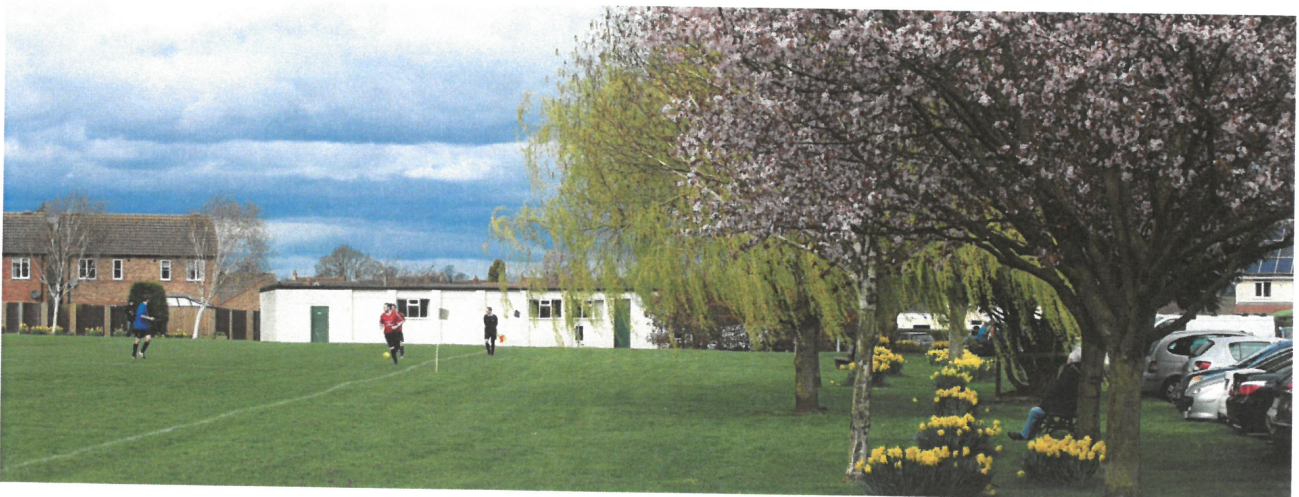
Date : 24th May 2017

Signed :  
Responsible  
Financial  
Officer



Date : 24th May 2017

*Tod's Piece being enjoyed by spectators and Uppingham Town FC*



**Uppingham Town Council 2016/17**

**Income and Expenditure Account for Year Ended 31st March 2017**

| 31st March 2016 |                              | 31st March 2017 |
|-----------------|------------------------------|-----------------|
|                 | <b>Operating Income</b>      |                 |
| 8,061           | Miscellaneous (RFO)          | 1,794           |
| 17,165          | Town Hall                    | 22,074          |
| 21,436          | Parks & Open Spaces          | 158             |
| 14,355          | Market Place                 | 16,360          |
| 1,852           | Allotments                   | 1,475           |
| 4,438           | Cemeteries                   | 4,571           |
| 1,971           | RCC Contribution             | 0               |
| 62,528          | Section 106 CIL              | (28)            |
| 92,390          | Precept                      | 105,393         |
| 2,900           | Projects                     | 0               |
| <u>227,095</u>  | <b>Total Income</b>          | <u>151,796</u>  |
|                 | <b>Running Costs</b>         |                 |
| 57,472          | General Administration       | 48,531          |
| 13,375          | Miscellaneous (RFO)          | 22,859          |
| 15,591          | Town Hall                    | 16,056          |
| 78,111          | Parks & Open Spaces          | 36,459          |
| 5,232           | Market Place                 | 3,874           |
| 639             | Allotments                   | 2,192           |
| 3,441           | Public Lighting              | 4,764           |
| 1,303           | Cemeteries                   | 3,453           |
| 0               | Section 106 CIL              | 25,410          |
| 9,719           | Loans                        | 9,719           |
| 1,144           | Neighbourhood Plan           | 0               |
| <u>186,028</u>  | <b>Total Expenditure</b>     | <u>173,316</u>  |
|                 | <b>General Fund Analysis</b> |                 |
| 56,282          | Opening Balance              | 90,726          |
| 227,095         | Plus : Income for Year       | 151,796         |
| <u>283,377</u>  |                              | <u>242,523</u>  |
| 186,028         | Less : Expenditure for Year  | 173,316         |
| <u>97,349</u>   |                              | <u>69,206</u>   |
| 6,623           | Transfers TO / FROM Reserves | 25,869          |
| <u>90,726</u>   | <b>Closing Balance</b>       | <u>43,337</u>   |



# Supporting Notes:

## 1 Assets

During the year the following assets were purchased

None

During the year the following assets were disposed of

None

As at 31st March 2017 the following assets were held:

| Asset                          | Basis of Valuation        | Value (£)        |
|--------------------------------|---------------------------|------------------|
| Recreation - Tod's Piece       | Nominal                   | 1.00             |
| Burial Ground - London Road    | Nominal                   | 1.00             |
| Allotments - Tod's Piece       | Nominal                   | 1.00             |
| Allotments - Leicester Road    | Nominal                   | 1.00             |
| Burial Ground - Leicester Road | Nominal                   | 1.00             |
| <b>Buildings</b>               | <b>Basis of Valuation</b> | <b>Value (£)</b> |
| Town Hall                      | Insurance Value           | 851,325          |
| <b>Other</b>                   | <b>Basis of Valuation</b> | <b>Value (£)</b> |
| Public seats                   | Insurance Value           | 6,500            |
| Play equipment                 | Insurance Value           | 75,597           |
| Christmas lights and cabling   | Insurance Value           | 3,268            |
| Burial Registers               | Insurance Value           | 5,525            |
| Heritage signs                 | Insurance Value           | 10,000           |
| Finger posts                   | Insurance Value           | 19,243           |
| Electric car charging point    | Insurance Value           | 2,060            |
| Sculpture                      | Insurance Value           | 8,076            |
| Skate Park                     | Insurance Value           | 3,500            |
| CCTV                           | Insurance Value           | 85,000           |
| Photocopier (leased)           | Insurance Value           | 3,605            |
| Notice boards                  | Insurance Value           | 3,500            |
| Commemorative plaque           | Insurance Value           | 963              |
| Office computer and laptop     | Insurance Value           | 328              |
| Disabled WC at Tod's Piece     | Insurance Value           | 1,750            |
| Civic regalia                  | Insurance Value           | 20,000           |
| Regalia                        | Insurance Value           | 3,664            |

The basis of valuation of these assets is replacement value plus additions at cost. Community land is valued at 'Nil'.

# Supporting Notes:

---

## 2 Leases

As at 31st March 2017 the following lease was held:

| Lessor           | Purpose     | Year of Expiry | Annual Rent |
|------------------|-------------|----------------|-------------|
| Workflow Imaging | Photocopier | 2020           | 432.00      |

## 3 Borrowings

At close of business on 31st March 2017 the following amounts were outstanding:

|  | Value (£)        |
|--|------------------|
| Public Works Loan Board (492087) - Leicester Road Cemetery | 78,989.68        |
| Public Works Loan Board (498696) - Town Hall improvements  | 14,704.33        |
|  | <u>93,694.01</u> |

*Note: the outstanding balance was incorrectly stated in 2016 and should have been £99,141.00*

## 4 Debtors Outstanding

|  | Value (£) |
|--|-----------|
| Debtors as at 31st March 2017 were                             | 816.50    |
| Only one debt has been written off in 2016/17 to the value of: | 32.00     |

## 5 Tenancies

During the year the following tenancies were held:

### Council as Landlord

| Tenant               | Property  | Status        | Value (£) p.a. |
|----------------------|-----------|---------------|----------------|
| Uppingham Town FC    | Hut/Pitch | Non-repairing | 295.00         |
| Uppingham Bowls Club | Hut       | Non-repairing | 1,500.00       |
| Uppingham 1st Scouts | Hut       | Non-repairing | 75.00          |

### Council as Tenant

| Landlord               | Property     | Status        | Value (£) p.a. |
|------------------------|--------------|---------------|----------------|
| Rutland County Council | Market Place | Non-repairing | 2,820.00       |

# Supporting Notes:

## 6 Payments made under the Local Government Act 1972, section 137 and 137A

| Payee   | Nature of Payment | Amount (£)      |
|---|-------------------|-----------------|
| Uppingham in Bloom - 2016 Campaign                  | Grant             | 2,000.00        |
| Uppingham First - Hopper Bus Pilot                  | Grant             | 1,000.00        |
| Uppingham Bowls Club                                | Grant             | 1,000.00        |
| Royal British Legion - Wreath                       | Grant             | 50.00           |
| Uppingham Town Partnership - Christmas in Uppingham | Grant             | 500.00          |
| Citizen's Advice Rutland                            | Grant             | 2,000.00        |
|   |                   | <u>6,550.00</u> |

## 7 Agency Work

During the year the council undertook the following agency work on behalf of other authorities:

| Commissioning Authority | Nature of Work | Amount (£) |
|-------------------------|----------------|------------|
| None                    | None           | -          |

## 8 Advertising and Publicity

The following costs were incurred for advertising and publicity in the year

850.00

## 9 Earmarked Reserves

### The purpose of the earmarked reserves is to:

Represent the amount of money within the Council's fund balance that has been set aside for specific purposes. These are as follows:

|   |                  |
|---|------------------|
| Tod's Piece - for the improvement of the park                       | 8,779.00         |
| Road Improvement Project - for the support of projects in Uppingham | 15,000.00        |
| Town Hall - to assist with maintenance                              | 10,000.00        |
| Notice Boards - to improve and refurbish noticeboards               | 5,000.00         |
| Allotment Improvements  | 2,000.00         |
| Cemetery Maintenance  | 5,000.00         |
| Social Housing Project  | 3,000.00         |
| Legal & Professional Fees   | 10,000.00        |
| Uppingham Town Centre Fund (Hawksmead Agreement)                    | 37,090.00        |
|   | <u>95,869.00</u> |

# Supporting Notes:

---

## 11 Contingent Liabilities

A contingent loss (cost) will be accrued in the financial statements where it is probable that a future event will confirm a material loss (cost) which can be estimated with reasonable accuracy - i.e. signed off by the RFO.

Where a material contingent loss (cost) is not accrued, perhaps because it cannot be accurately estimated or because the event is not considered sufficiently certain - it will be disclosed in this note.

## 12 Income and Expenditure (Capital Introduced)

During the course of the year no additional capital has been introduced in terms of grants.

## 13 Financial Reporting System

Uppingham Town Council produce their accounts for reporting on a system used widely by small parishes and towns. This enables updates to members on at least a quarterly basis throughout the year.

## 14 External Auditor Feedback

When reporting on the accounts to 31st March 2016 Council published the Notice indicating indicating the period for exercise of public rights were to commence on 3rd June 2016 and ended on 15th July 2016. This is one more day than the 30 working days required by the regulations. For days over those 30 working days, a member of the public would have no formal rights in respect of objection, inspection and questioning of the external auditor.

Signed:

Signed:



Chairman:  
Alec Crombie MBE

Date: 24th May 2017



Responsible Financial Officer  
Neil Wedge

Date: 24th May 2017