**Minutes of Uppingham Town Council Full Council meeting,**

**held at Uppingham Town Hall on Wednesday 7th February 2024 at 7.00pm.**

Present, Cllrs David Ainslie, Trevor Colbourne, Lindsay Cooper, Pat Dalby, Christine Edwards, Mike Fish, Barry Hobbs, Godfrey Jennings, Tom Johnson. Peter Rees, Ron Simpson. Ray Sutton. Mark Shaw.

RCClr Christine Wise.

The Town Clerk Sharon Coe, Cynthia Ondeng Administration Assistant.

17 members of the public

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Cllr Hobbs – Dispensation for council term – Uppingham Homes CLT  Cllr Colbourne - Dispensation for council term – Uppingham First  Cllr Ainslie - Dispensation for council term – Bloors Land  On this agenda nonpecuniary interests declared by  Cllrs, Ainslie, Shaw, Edwards, Simpson in respect of item 17 (UNF)  **To confirm the minutes of the full council meeting held on Wednesday 10th January 2024.**  Cllr Rees raised a query regarding the YouTube recording, the Clerk confirmed that this was an administrative error.  The minutes were approved with some amendments.  A question was raised regarding the confidential items for clarity.  Proposed, seconded (12 for, 1 abs)  **An opportunity for the public to speak, in accordance with Standing Orders 3.6 – 3.11**  A question regarding the allotment clearance was raised about the perceived spare allotments.  A question was raised about the lack of papers on the website, and the complaints handling. A question was raised about the closed confidential session, and why it was in confidential session.  Security fencing requested for Tod’s Piece.  UIB - Tree pruning on Tod’s Piece issue and highlighting the Winter Warmer  Allotments on Tod’s Piece – to inform the Allotment Society before any requests for improvement from the Allotment holders are made as concerns were that the allotment fees may be increased.  Can we invite RCC Transport team to a council meeting to discuss proposed changes to public transport following the consultation in bus shelters?  Can we include public speaking at the forthcoming Cost of Living presentation in the March meeting.  **To receive any reports verbal or written from our County Councillors.**  RCClr Wise delivered a verbal report.  Very busy with flooding and budget  Stockerston Road trying to get a cleaning gang out and to clean gulleys whist schools on holiday.  Library – plan in place, more information will follow.  Survey on EV Chargers from RCC – please complete.  New waste vehicles due to be delivered in May.  Green bins not a way of raising money.  Bus improvement plan is not to save money as is being mentioned on social media platforms.  **To receive the Police Report and discuss any issues arising.**  Due to PC Angel recovering from Covid, the report was received as previously circulated.  Proposed, seconded, and **resolved unanimously.**  **Finance.**  Due to the Finance Chair being ill, Cllr Ainslie Vice Chair of Finance took this item.  **A To authorise accounts for payment on 10th February .**  Accounts for payment total £28,627.91 inclusive of some Grant funds, we also granted £680 to Curtain Upp to help children to get to Blackpool, only 28 children can now go so we need to change the amount to £560. Cllr Hobbs declared a non-pecuniary interest due to a granddaughter attending Curtain Upp.  **Proposed, seconded, (11 for, 2 abst).**  **B.** **To receive the finance report for the month of January including income and expenditure to budget, including year to date, reconciliation, and balance sheet and to sign the same.**  Financial reports will be produced in March due to time constraints.  **C. To consider the request for the maintenance of the Church Clock following further clarification as requested by Council.**  Members had the information in the pack. The proposal was around the chiming of the clock which had a Mercury switch. There was not enough Grant money available to do the whole of the request, but we could use money from the budgetary participation line which would be circa £2,000. A debate followed.    **RESOLUTION.** That we award the £2,000 but the Clerk is tasked to make sure that the Church can make up the difference before the money is released.  Proposed, seconded ( 10 for, 2 against, 1 abst)  **To consider whether Uppingham Town Council continue with their current website (previously 2 commune) which will now be administered by Cuttlefish.**  No additional costs are involved, the contract had been circulated to members.  **Resolution :** To continue with the current providers for the next 12 months.  Proposed, seconded, and **resolved unanimously.**  **Resolution** : To investigate other possibilities including a redesign of the website for the next year 25/26 through a working party and to include all aspects of social media and communications. Working Party : Cllrs Johnson, Colbourne and Shaw.  Proposed, seconded, and **resolved unanimously.**  **To consider the proposal by the Football Club regarding the lease discussions.**  Information had been circulated to all members.  The Deputy Mayor overviewed the documents before members.  **Resolution** : A lease of 25 years be granted, to include the Clubhouse and pitch hire for a rental fee of £350 increasing by £50 per year to a figure of £500. We would want to include a break clause at 12.5 years for an option to extend, taking appropriate legal advice.  **Proposed, seconded, and resolved unanimously.**  **To consider access to the Town Hall and security/ safety of staff.**  Cllr Fish overviewed the meeting last year about access and disability, but the Town Hall hadn’t been considered at that time.  **Resolution :** To set up a working party to consider all options. **-** working party Cllrs Fish, Hobbs, Jennings, Dalby.  Proposed, seconded, **and resolved unanimously.**  Safety of Staff  Cllr Fish overviewed the security of the Town Hall, this would be referred to the staffing committee as a future agenda item.  Proposed, seconded, and **resolved unanimously.**  **To establish a working party to consider the Biodiversity and Environmental policy for Uppingham, to include Terms of Reference, membership, and reporting structures.**  Members had received the introduction statutory duty response document from the Clerk. Working Party Cllrs Ainslie, Simpson, Shaw, Rees, Hobbs.  **Resolution** : To look at the response paper provided and consider a proposal to be brought back to Full Council.  Proposed, seconded, **and resolved unanimously.**  **To discuss various pieces of land around Uppingham potentially owned by the Town Council and consider empowering the Clerk to register possessory/absolute titles on said land.**  An overview was given by the Deputy Mayor, this concerns Beast and Hogs Hill at this time.  **Resolution :** To register the land and get title absolute if possible. The Clerk will do the administration.  Proposed, seconded, **and resolved unanimously.**  **To discuss the issues raised by allotment holders and possible actions.**  Cllr Fish reported two meetings held with himself and allotment holders.  Trees and footpaths were discussed around Tod’s Piece.  Maintenance of the allotments – periphery not being a good standard from our contractors.  Allotments inspection next month.  Marking of the allotments  Waiting lists, all TP allotments allocated, 10 empty on Leicester Road  Security Fencing  **Resolution :** These items will be referred to the Amenities Committee. A request was made that an earlier amenities committee may be called and a report to Full Council In April. Cllr Fish wished to attend allotment meetings.  The Clerk asked to be kept appraised of any meetings taking place where a councillor was involved. The Deputy Mayor made a wider point that the Clerk is the legal representative of the Council and must be kept appraised of **any** meetings between Councillors and outside representatives. The Clerk is the only person with the authority to spend money immediately. There should always be two councillors at a meeting or one with an Officer of the council. These should not be on a Sunday.  Proposed, seconded, and **resolved unanimously.**  **To receive an update on the Post Office and the Council’s actions to date.**  The Clerk had circulated a report to members prior to the meeting.  The Deputy Mayor confirmed that the Clerk had completed the forms to register the building as a Community Asset as resolved at the confidential session in January. RCC now have a 8 week window before they confirm whether the request is successful.  Proposed, seconded, and **resolved unanimously,** that the report is received,  **To receive an update on the Neighbourhood Plan submission and Examiner’s clarification responses if available.**  The Clerk had circulated a report to members prior to the meeting.  The Deputy Mayor overviewed the report and the timeframe provided by the Clerk. All information was now with the examiner and the Clerk had confirmation of this in writing.  Proposed, seconded, and **resolved unanimously**, that the report is received,  **To receive an update on Baines/Dairy Corner if available.**  The Clerk had circulated a report to members prior to the meeting.  The Clerk overviewed the report and various correspondence received and explained the licence to cultivate, the proposed solution from RCC, and the fact that they (RCC) would investigate the damp issue and had accepted liability. An addendum was added by the Clerk to say the matter was now with RCC property department. No further update was available.  Proposed, seconded, (9 for, 4 abst) that the report is received.  **To receive an update on the Hearing loop and consider any further expenditure required.**  The Clerk had circulated a report to members prior to the meeting.  The Deputy Mayor overviewed the report, and the Clerk had identified a survey that could be undertook to see exactly what system would suit the chamber for a cost of £97.50.  Resolution : That the Clerk be permitted to instruct the survey to be completed.  Proposed, seconded, and **resolved unanimously.**  **To receive an update of the Land North of Leicester Road following the design review and critical feedback**.  The Clerk had circulated a report to members prior to the meeting.  The Clerk had spoken to the principal Planning Officer and received the following confirmation that Avant homes were working on a revised scheme from scratch, this is not in the public domain at present, but when formally submitted it will be put out to public consultation.  The Clerk is tasked to write to invite Avant homes to present the revised plan to Uppingham Town Council prior to formal submission to RCC.  Proposed, seconded, and **resolved unanimously,** that the report is received.  **To receive a report on the kitchen/cellar refurbishments/dog bins/bench placement**  The Clerk had circulated a report to members prior to the meeting.  The Kitchen is installed, the Clerk requested that she buy a dishwasher for the kitchen. The bar area floor will be sanded down, the old Vulcana heaters have been removed. The Cellar refurbishments are complete. Dog bins have been placed on Tod’s Piece near the Gym, fixing problems were encountered with the West Deyne bin but the bin could be reallocated to the Allotments, and a different fixing will be sought. Litter bins will be fitted. Memorial Benches were purchased, and they were temporarily placed at the front of the Town Hall. The Clerk asked if she may buy a further two benches. A request was made to rehang the kitchen door.  **Resolution :** To buy a dishwasher and buy two more benches this would be put to the F & G P committee.  Proposed, seconded, and **resolved unanimously.**  Proposed, seconded, and **resolved unanimously,** that the report is received.  **To discuss Council’s wishes regarding the D – Day commemorations (June)**  The Clerk had circulated a report to members prior to the meeting with some links to various sites. We have a fire basket on Tod’s Piece we could utilise.  Ideas were explored, were the British Legion doing anything ? Cllr Fish offered to find out what was happening in that area.  Resolution : To bring the item back to the next council meeting and find out what the British Legion and Churches were doing. We do have a D Day Veteran living with us in Uppingham who would be invited to take part.  **Proposed, seconded, (12 for, 1 abst)**  **To receive the Clerk’s report and any recommendations for actions therein.**  The Clerk’s report had been tabled to all members prior to the meeting.  Salient Points  The tree on Gainsborough Road was discussed and the further clarification was given by the tree company who had explained the position. The Clerk asked Council to give her a steer on what they wished her to do.  Resolution :Council wished to give the tree a chance and monitor it for 12 months before making a further decision.  Proposed, seconded, and **resolved unanimously.**  Oakham Town Council (OTC) had put in an advert in the paper for a tendering process for the ground’s maintenance following Biffa’s notification that they were not renewing the contract after March 24. As OTC were in the same position I rang the Clerk to see if we could proactively piggyback their tender and work together to secure a better deal. I have written a bill of quantities for the work we would wish for, and we have added this. Do we still wish to put an advert in the paper as per our regulations.  Council wished this to happen. The Clerk will process this.  Proposed, seconded, and resolved **unanimously.**  A request for Cynthia’s daughter to wash the outstanding crockery, Council delegated the fee to the Clerk.  Proposed, seconded, and **resolved unanimously**.  The quotation and report for the Town Hall roof costing £172k had come in, a tender advert would be put in the local paper. A question would be asked that the tiles be tested to make sure that there was no asbestos present. The Clerk would effect this.  Proposed, seconded, and **resolved unanimously.**  The Clerk advised that she would take her report on the public complaints would be taken to the Staffing Committee as per UTC staffing procedures.  A comment was asked if Council should have been asked about the police lamp, it was pointed out that this had been communicated previously.  To receive the report and actions as proposed.  Proposed, seconded, **and Resolved unanimously.**  **To receive the Meetings Planner Apr 24 – Mar 25 and to confirm the Annual Town Meeting for Wednesday 25th April.**  The Clerk thanked Cllr Hobbs for noticing the mistake in the numbering in the month of June, the Clerk would reissue. The Annual Town Meeting date was agreed. Clarification was also given that the Council’s Annual Meeting would be on Wednesday 1st March 2024.  Proposed, seconded, and **resolved unanimously.**  **To receive a verbal report on tonight’s Planning Meeting.**  To accept the verbal report  Proposed, seconded, and **resolved unanimously.**  **To note correspondence.**  The correspondence was noted as per the agenda item.  Proposed, seconded, and **resolved unanimously.**  The meeting closed at 9.00 pm.  Signed…………………………………………………………………… Chair    Dated…………………………………………………………………… |
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