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

**held at Uppingham Town Hall on Monday 20 May 2024 at 7pm**

Present: Cllrs Liz Clarke, David Ainslie, Trevor Colbourne, Lindsay Cooper, Pat Dalby, Christine Edwards, Sam Findlay, Mike Fish, Barry Hobbs, Godfrey Jennings, Peter Rees, Mark Shaw, Ron Simpson

In attendance: 5 members of the public and Locum Clerk P Leppard

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| 691/24  692/24  693/24  694/24  695/24  696/24  697/24  698/24  699/24  700/24  701/24  702/24  703/24  704/24  705/24  706/24  707/24  708/24  709/24  710/24  711/24 | a  b  c  d  a  b | **Election of Town Mayor**  Cllr Clarke, as outgoing Mayor, took the chair for this item. It was resolved that Cllr Ainslie be elected Mayor for the coming year. Cllr Ainslie took over the chair from Cllr Clarke and signed a Declaration of Acceptance of Office.  **Election of Deputy Mayor**  It was resolved that Cllr Shaw be elected Deputy Mayor for the coming year.  **Mayor’s opening remarks**  Cllr Ainslie thanked the Council for the honour it had just bestowed on him, and committed himself to do his very best in the role of Mayor. He thanked Cllr Clarke for all her work in 2 years as Deputy Mayor and then 2 years as Mayor.  Cllr Ainslie proposed and it was resolved (11 in favour, 2 against) to suspend Standing Order 3.10 for the duration of this meeting.  **To receive apologies for absence**  It was resolved that apologies from Cllrs Johnson (conflicting engagement) and Sutton (domestic commitment) be accepted.  **Declarations of members’ interests and applications for dispensations**  None were declared at this meeting.  **An opportunity for the public to speak**  A member of the public spoke in favour of installing extra dog-waste bins.  **To confirm the minutes of the Full Council meeting on 29 April**  It was resolved to confirm the minutes of this meeting.  **Scheme of Delegation**  It was unanimously resolved (i) to adopt a revised Scheme of Delegation which had been circulated to councillors in advance of the meeting and (ii) that consequential changes to other governance documents would be tabled for approval at the Council’s next meeting.  **Appointments to committees and groups**  It was resolved that the following committees will consist of the councillors listed, for the coming year:  Environment, Infrastructure & Amenities Committee: Cllrs Clarke, Colbourne, Hobbs, Rees, Shaw, Simpson  Finance & General Purposes Committee: Cllrs Colbourne, Cooper, Edwards, Findlay, Hobbs, Shaw  Planning Committee: Cllrs Edwards, Hobbs, Rees, Shaw, Simpson  Staffing Committee: Cllrs Colbourne, Cooper, Edwards, Shaw, Simpson  It was resolved that membership of the remaining committees/groups will be decided at the Council’s next meeting.  It was also resolved that, despite the above meaning that Cllr Fish is no longer a UTC committee member, he would represent the EI&A Committee at an already-arranged allotments meeting on 21 May on a non-decision-making basis.  **Chairs & Vice-chairs of committees and groups**  It was resolved to make the following appointments:  Environment, Infrastructure & Amenities Committee: Cllrs Clarke (chair) and Hobbs (vice-chair)  Finance & General Purposes Committee: Cllrs Colbourne (chair) and Shaw (vice-chair). (Note: Cllrs Colbourne and Findlay were each nominated as chair; the Council then took a vote on the matter, which Cllr Colbourne won.)  Planning Committee: Cllrs Hobbs (chair) and Edwards (vice-chair)  Staffing Committee: Cllrs Simpson (chair) and Cooper (vice-chair)  **Representatives on external bodies**  It was resolved to make the following appointments:  Uppingham in Bloom: Cllr Johnson  Uppingham Twinning Association: Cllr Ainslie  Uppingham Resilience Group: Cllr Simpson  (It was noted that Rutland Access Group is now defunct.)  **Review of the Council’s policies**  It was resolved that:  the Council’s Complaints Procedure be reviewed in detail at the Council’s next meeting,  the Council’s Financial & Management Risk Assessment be reviewed in detail at the Council’s July meeting,  the Staffing Committee will review the Staff Handbook in detail, and  all the other policies of the Council be re-endorsed.  It was noted that the Standing Orders shown on the Council’s website were a since-superseded version, and that this will be corrected imminently. **Action: Clerk**  **Meeting schedule for the coming year**  It was resolved to defer creation of this until the new Town Clerk is appointed.  **External advisors for the coming year**  It was resolved to (a) continue with Robinson Grace HR as the Council’s HR advisor and (b) defer the appointment of an internal auditor for 2024/25 until after the 2023/24 internal audit is complete.  **Reports from any Committee meetings**  There were none.  **Finance**  It was resolved to authorise the tabled schedule of accounts for payment, totalling £15,315.96.  It was resolved to receive the finalised but as-yet unaudited accounts for FY2023/24. It was noted that these suggest that a review may be needed re whether the Council’s current policy of using contractors for work previously done by employees is cost-effective. Thus it was resolved that the Chairs of (i) F&GP (ii) Staffing and (iii) EI&A committees will now meet to discuss possible options going forward, and report back.  **Action: EC/TC/RS**  **D-Day 80 commemoration**  Cllr Fish reported on plans for a lit beacon on the evening of 6 June, noting that this event now needs publicising; he was thanked for the work he has put into the event. It was noted that, as a UTC event, the Council’s insurers will now need to be advised and a risk assessment completed. **Action: Clerk**  **Planning applications**  It was resolved to comment to RCC’s Planning department as follows: **Action: Clerk**  2024/0473/FUL (15 Siskin Rd): No objection  2024/0503/CLP (4 Stockerston Cresc): No objection  2024/0543/FUL (62 High St E): The Town Council wishes to endorse the Conservation Officer’s view.  **Exclusion of press & public**  It was resolved that, in view of the confidential nature of the following items, the press and public be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1.  **Admin Assistant’s pay**  It was resolved to accept the recommendation of the Staffing Committee to increase the Admin Assistant’s rate of pay backdated to 5 September 2023. **Action: Clerk**  **Resignation of Town Clerk**  The Locum Clerk reported that the adverts to attract applicants for the Town Clerk post had been generating enquiries from interested parties. There was also a discussion of recent correspondence received from the previous occupant of the post, about which it was resolved to follow the advice of the Council’s HR advisor.  The meeting closed at 8.55pm.  Signed:………………………………………………………………………..…… Date:…………………………… |
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