



# UPPINGHAM TOWN COUNCIL

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To: Members of the Town Council

26<sup>th</sup> October 2017

Dear Sir/Madam

**I HEREBY SUMMON YOU TO A MEETING OF THE FULL COUNCIL** which will take place on Wednesday 1<sup>st</sup> November 2017 at 7.30 pm in the Council Chambers. The agenda of the business to be transacted is below:

## Clerk to the Council

Please note that an audio recording of the meeting may be made and that the recording will be publicly available following the meeting including publication via the Council's website. If you do not wish your speech to be recorded please contact The Clerk to Uppingham town Council on 01572 822681 to discuss your concerns. The Council will not publish recordings of speakers if they do not wish to appear in the recording of the meeting.

## AGENDA

1. Chairman's opening remarks.
2. Attendance Register.
3. Apologies for absence.
4. Declaration of member's interests and applications for dispensation.
5. To confirm the minutes of the Full Council Meeting held on Wednesday 4<sup>th</sup> October 2017.
6. Democratic 15 minutes – an opportunity for the public to speak.
7. Consider the following applications for Grant Aid which if approved will be made under the General Power of Competence;
  - a) Root and Branch Out Community Interest Company - Before school community café at Uppingham C of E. Seeking £1,000 grant aid.
  - b) Rutland Foodbank – Providing 3 days of food for households who find themselves in a crisis situation whereby they have no food. Seeking £500 grant aid.
  - c) The Uppingham Town Partnership for Christmas in Uppingham Event – Provision of funds to meet the cost of the 'ice' skating rink in the Market Place. Seeking £1,320 grant aid.
8. Clerk's Report and actions since last meeting.
9. Consider the financial budget report to 31<sup>st</sup> October 2017 and;
  - a) Receive or otherwise the report;
  - b) Confirm the bank reconciliations to 30<sup>th</sup> September 2017
10. To receive the following reports from committees of Uppingham Town Council:

- a) Amenities Committee held on 18<sup>th</sup> October 2017
  - b) Finance & General Purposes Committee held on 18<sup>th</sup> October 2017 and;
    - i. Receive or otherwise the report;
    - ii. Consider the recommendation from committee that the revised Financial Regulations be adopted;
    - iii. Consider the recommendation from committee that the revised Standing Orders to align with the revised Financial Regulations be adopted;
    - iv. Consider the recommendation from committee that the decision record for council be adopted and
    - v. The committee recommendation that Standing Orders be reviewed by the Clerk in January each year and brought forward to committee and Full Council when updates are required.
11. To receive reports from representatives working with external bodies (all reports emailed or in pack):
- a) Any made known by members
12. Consider a request from the Cottesmore Hunt to meet and depart from Uppingham Market Place on 1st January 2019 between 10:30am and 11:30am.
13. Consider the support from the Lions Club of Rutland towards a meeting point structure to be installed on Tod's Piece by the skate park.
14. Consider the updated draft Complaints Policy & Approach document to replace the Complaints Procedure adopted on 27<sup>th</sup> October 2004.
15. Consider the adoption or otherwise of Uppingham Neighbourhood Forum's 'Uppingham Community Emergency Plan' to satisfy actions 15 and 65 in the Governance Health Check.
16. Consider the Health & Safety Report and actions from John Dawson Associates with a view to;
- a) adopting or otherwise the recommended policies, checklists and risk assessments (items 1-26) in the action plan dated 28<sup>th</sup> September 2017
  - b) receiving the report and other recommendations detailed.
17. To consider the following Planning Applications and make recommendations to Rutland County Council:
- a) 2017/0961/FUL – Proposal: Internal alterations to existing apartments, including new staircase/lift and entrance. Change of use from 'nil use' to Coffee Shop (mixed A1/A3 use) within part of the ground floor. Externally: hard and soft landscaping; provision of dustbin/A/C enclosure; parking and turning areas and alteration to existing boundary wall along Orange Street. Hazelton Homes Ltd, Old Constables, 2A High Street West, Uppingham, Rutland LE15 9QD
18. Accounts for payment – October 2017.
19. Correspondence:
- a) Email from Adrian Haigh reference the Hopper Bus and reply correspondence
  - b) Circular from Campaign to Protect Rural England in relation to Neighbourhood Planning (for member info)
  - c) LRALC correspondence received 19<sup>th</sup> October 2017
  - d) Uppingham First correspondence received
  - e) Parish Forum Minutes – emailed out 20<sup>th</sup> October 2017
  - f) LRALC Newsletters on Data Protection and Councillor Disqualification (emailed 26.10.17 – hard copies can be obtained from the Clerk on request)