



Uppingham Town Council
Town Hall, High Street East,
Uppingham, Rutland. LE15 9PY

Full Council Extra Ordinary Meeting (FC) Minutes
recorded on Wednesday 21st May 2025 at 6pm.

MINUTES

Present: Cllr David Ainslie BEM (Chair). Cllr Trevor Colbourne. Cllr Christine Edwards.
Cllr Mark Shaw. Cllr Lindsay Cooper. Cllr Barry Read. Cllr Liz Clarke.
Cllr Barry Hobbs. Cllr Patty Kneale-Buxton Cllr Andrew Mankowski

Also Present: Mr Adam Lowe (Clerk to the Council) Ms Cynthia Ondeng

8 members of the public.

6.00pm

FC25/094 The Chairman opened the meeting and welcomed everyone

The Chairman waived SO 3.10. Councillors could remain seated whilst speaking.

FC25/095 Apologies: Cllr Hugh Illingworth. Cllr Geoff Thompson. Cllr Ron Simpson. Cllr Pilcher

Proposed: Cllr Edwards. Seconded: Cllr Shaw. Carried.

FC25/096 Declarations of members' interests and applications for dispensations

None

FC25/097 To confirm the minutes of the Annual Full Council meeting held on the 7th May 2025.

Proposed Cllr Shaw. Seconded Cllr Hobbs. Carried.

FC25/098 The Clerk report. None.

6:02pm The meeting was suspended for public and County Council deputations.

FC25/098i One member of public spoke on Uppingham School and concerns over access to the playing fields, the Chairman advised the school were trying to avoid restrictions and were working with the public to ensure access whilst ensuring dogs were controlled, the same applied to bins, these are being reviewed.

One member spoke on the NHP and the alignment with RCC Local Plan ensuring the continued approach of working together was the right direction of travel, it was mentioned the positive comments about the examiner report.

FC25/098ii County Councillor advised to keep our eyes peeled for the engagement for Local Government Reform, with public engagement being planned.

6.08pm The meeting resumed. (6 minutes)

FC25/099

NHP update. The Chairman gave an update and the examiner's report, reading some sections to highlight the proposed modifications. The Chairman invited comments and observations from the Council, following which the following proposals were made.

Proposal, Uppingham Town Council are happy with the proposed modifications and wish to proceed to a referendum.

Proposed Cllr Ainslie. Seconded Cllr Hobbs. Carried.

Proposal, Uppingham Town Council wishes to thank the examiner, Andrew Ashcroft for his excellent support in helping us to get the NHP to a position that it can go forward to referendum. We further wish to thank our colleagues at Rutland County Council for their support and help.

Proposed Cllr Ainslie. Seconded Cllr Edwards. Carried.

Lastly it was requested that the Clerk shall advise Rutland County Council (RCC) of these proposals and at the June meeting there will be a further update, this would include documentation we can publish and any last minute modifications in relation to the NHP, for example should the Town Council wish to add pictures, with a final version being sent to the officers at RCC following the June meeting for them to confirm to UTC that it meets the necessary regulatory standards to go to print.

The meeting closed at 6:22pm

Signed.....

Date.....



Uppingham Town Council
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Environment, Infrastructure & Amenities Committee (EIAC)
Minutes recorded on Wednesday 21st May 2025 at 7:30pm.

MINUTES

Present: Cllr Liz Clarke (Chair). Cllr Trevor Colbourne. Cllr Mark Shaw.
Cllr Andrew Mankowski. Cllr Barry Read. Cllr Dave Ainslie BEM.

Also Present: Mr Adam Lowe (Clerk to the Council)

Meeting started at 735pm

EIAC25/07 The Chair opened the meeting at 735pm, asking the Committee to note the improvements on our amenities around the Town since August 2024.

EIAC25/08 Apologies. Cllr Pilcher. Cllr Illingworth.

EAIC25/09 Declaration of Members' interests and applications for dispensation. None.

EAIC25/10 Clerks Report. None that was not covered by an agenda item.

EAIC25/11 To confirm minutes of the EI&AC meeting held on 12/02/2025.

Proposed Cllr Liz Clarke. Seconded Cllr Andrew Mankowski. Carried

EAIC25/12 (i) An opportunity for the public to speak, in accordance with Standing Orders 3.6 -3.11
There were none.
ii) To receive verbal or written reports from our County Councillors
There were none.

EAIC25/13 An update on the Dairy and Baines Corner included repair undertaken by RCC was now being finished off by Uppingham in Bloom. There is likely a revised RCC asset list coming out and this would link in with item 12, Community facilities. A requested notice board has not been agreed to be installed and a question over the design has yet to be resolved.

It was proposed to defer this item whilst we await feedback from RCC and subsequent information

Proposed Cllr Liz Clarke. Seconded Cllr Dave Ainslie. Carried

EAIC25/14 Play inspection Repairs, the committee discussed the repairs, and the quotes received. The Committee were pleased that the inspection was conducted by an independent company. The Committee opted to have some medium and all high risk repaired by Playscape. Log removal quotes were still being obtained. Cost £3324.00 + vat.

Proposed Cllr Liz Clarke. Seconded Cllr Dave Ainslie. Carried

EAIC25/15 The committee discussed the approach on Play Inspections and following a discussion resolved to use independent companies who do not offer a repair service, the committee further resolved to delegate the authority to the clerk to manage within budget.

Proposed Cllr Dave Ainslie. Seconded Cllr Mark Shaw. Carried

EAIC25/16 Separate to the inspection, the play swing quote replacement was discussed, out of the two quotes the Committee resolved to appoint the work to Playscape. Cost £1395.00 + vat.

Proposed Cllr Liz Clarke. Seconded Cllr Dave Ainslie. Carried

EAIC25/17 The committee discussed Finding Fitness brochures and leaflet. The committee decided that due to there being no budget this year the brochure was retained with other play area equipment for consideration on future projects. No proposal, information only.

EAIC25/18 Community Facilities and Services, the committee discussed the proposal that UTC take on all green spaces and manage the maintenance, RCC would transfer all green spaces on block, there was also suggestion of a further asset list. The committee resolved:

The Committee defer the direction of travel to enable the Clerk to obtain more details on the full asset list and obtain indicative maintenance cost (grass cutting). RCC will be informed that we are requesting more details.

Proposed Cllr Liz Clarke. Seconded Cllr Dave Ainslie. Carried

EAIC25/19 Tree on Tod's Piece adjacent to the allotment. Due to no requirement as the tree is healthy the committee resolved that the council have no intention of undertaking these tree works.

Proposed Cllr Dave Ainslie. Seconded Cllr Trevor Colbourne. Carried

EAIC25/20 Picnic Bench on Tod's Piece. A request for a picnic bench was made to the Council, as there is no budget it was resolved to defer the item upon update on funding.

Proposed Cllr Dave Ainslie. Seconded Cllr Mark Shaw. Carried

The meeting closed at 8.29pm

Signed.....

Date.....



Uppingham Town Council
Town Hall, High Street East,
Uppingham, Rutland. LE15 9PY

Planning Committee (PC) Minutes recorded on
Wednesday 21st May 2025 at 6:30pm.

MINUTES

Present: Cllr Barry Hobbs (Chair). Cllr Mark Shaw. Cllrs Christine Edwards.
Cllr Andrew Mankowski. Cllr David Ainslie BEM. Cllr Patty Kneale-Buxton (PB)

Also Present: Mr Adam Lowe (Clerk to the Council).

630pm

PC25/10 The Chairman opened the meeting and welcomed everyone.

PC25/11 Apologies. Cllr Pilcher.

PC25/12 Declaration of Members' interests and applications for dispensation.
Cllr Hobbs has previously lodged an objection to 2025/0524/FUL.

PC25/13 There were 7 member of the public present. No deputations.

PC25/14 To confirm the minutes of the Committee's 19th March 2025 meeting.

Proposed Cllr Shaw. Seconded Cllr Edwards. Carried with 1 abstention.

PC25/15 Item 5. Planning Applications – Decisions.

(i) 2025/0365/LBA PROPOSAL: Following a discussion it was Proposed that we have no objection, but we support the view of the conservation officer, and the application is referred back to them.

Proposed Cllr Hobbs. Seconded Cllr Shaw. Carried.

(ii) 2025/0503/FUL: PROPOSAL: Following a discussion it was Proposed we have no objection following consideration of the Planning considerations.

Proposed Cllr Shaw. Seconded Cllr Edwards. Carried.

(iii) 2025/0431/ADV: PROPOSAL: Following a discussion it was Proposed we have no objection; however, the Council are disappointed to note that this is a retrospective application.

Proposed Cllr Ainslie. Seconded Cllr Edwards. Carried.

(iv) 2025/0482/FUL: PROPOSAL: Following a discussion it was Proposed that there were no objections.

Proposed Cllr Hobbs. Seconded Cllr Shaw. Carried.

- (v) 2025/0404/MAF: PROPOSAL: Following a discussion it was Proposed refer this to Full Council, requesting a further extension, the following comments were captured. Whilst we support housing on this site we feel that it does not fully reflect the views of our NHP in particular around the clustering of housing and the use of the green open space

Proposed Cllr Ainslie. Seconded Cllr Mankowski. Carried.

A further proposal is that we make RCC aware of the Planning Committee's views, and that it will be passed to UTC Full Council for further consideration.

Proposed Cllr Ainslie. Seconded Cllr Edwards. Carried.

- (vi) 2023/0459/DIS: PROPOSAL: Following a discussion it was Proposed we support the comment of RCC environmental health and that we are of the opinion that the condition should remain in place to ensure that no disruption is caused to the neighbour's.

Proposed Cllr Hobbs. Seconded Cllr Shaw. Carried.

- (vii) 2025/0402/FUL: PROPOSAL: Following a discussion it was Proposed that due to the information currently provided does not give sufficient information to evaluate the proposals, particularly in respect of the alterations to the access, layout of the sales, the carpark and new glass house and there we object to the current application.

Proposed Cllr Hobbs. Seconded Cllr Edwards. Carried 5 for 2 against.

- (viii) 2025/0401/DIS: PROPOSAL: Following a discussion it was Proposed we have no objection, and the Council support the comments by LCC archaeological department.

Proposed Cllr Hobbs. Seconded Cllr Ainslie. Carried.

- (ix) 2025/0458/DIS: PROPOSAL: Following a discussion it was Proposed we have no objection following consideration of the Planning considerations.

Proposed Cllr Hobbs. Seconded Cllr Ainslie. Carried.

- (x) 2025/0465/FUL: PROPOSAL: Following a discussion it was Proposed we have no objection following consideration of the Planning considerations and that it is referred to the conservation officer as it is in a conservation area.

- (xi) 2025/0466/LBA: (x) & (xi) covered together.

Proposed Cllr Shaw. Seconded Cllr Edwards. Carried.

- (xii) 2025/0553/DIS: PROPOSAL: Following a discussion it was Proposed we have no comment as it has to pass planning control.

Proposed Cllr Shaw. Seconded Cllr Edwards. Carried.

PC25/16 The Chairman gave feedback on the planning decisions listed with a proposal that in regard to 2023/1386/FUL the following comments are recorded and sent to the RCC Planning Department.

The Town Council objected to application 2023/1386/FUL, we requested that the application was to be decided by the RCC planning committee, we asked that they make a site visit, none of that appears to have happened, they did not mention that we objected to the building.

Proposed Cllr Hobbs. Seconded Cllr Ainslie. Carried.

PC25/17 Item 7. Appeals. NONE

PC25/18 Item 8. Ayston Road Uppingham Planning Statement V4 and leaflet V2

These were to note only.

PC25/19 Item 9. The next meeting is 16th July 2025 at 6:30pm.

The meeting closed at 7.29pm,

Signed..... Date.....



GRANT AID POLICY & RULES

PURPOSE

Uppingham Town Council under the General Power of Competence can allocate up to £12,000 of grants for the community of Uppingham. In order to safeguard the interests of Council Taxpayers, Uppingham Town Council needs to ensure that the money available for grant aid is utilised in a proper and equitable manner. To assist Parish Councillors in making proper assessments of grant applications all applicants are advised to be mindful of the guidance given below. It should be noted, however, that fulfilment of the criteria will not necessarily result in grant aid. Reasons for refusal or part payment of grant requests will be supplied upon request. A total figure for available grant aid will be agreed by the Council as part of the budget for each financial year, but this may not necessarily be expended in full.

CONDITIONS & GUIDANCE FOR APPLICANTS

Requests for grant aid will only be considered from the following categories:

- ✓ An Uppingham based charity
- ✓ An organisation serving the needs of Uppingham residents
- ✓ Uppingham residents requesting grant aid for a project / event, which will be for the benefit of the local community
- ✓ An Uppingham based club, association or charity organisation serving a specific section of the community or the community as a whole
- ✓ A local or national organisation / group, which serves the needs of Uppingham
- ✓ A local branch of a national organisation / group which serves the needs of Uppingham residents

CONSIDERATIONS

In deciding upon individual requests, consideration will be given to:

- The likely beneficial impact on Uppingham residents.
- The overall financial circumstances of the group applying for funds.
- The efforts being made by the group to fund its own activities.
- The extent of previous Council support for the group.
- The funds available to cover requests for the remainder of the financial year.
- If sports organisations and clubs apply Council will want to see evidence of safeguarding policies, inclusion of all ages and abilities of participants.

- Council members may request to visit the project to understand the proposal in more detail.

Requests will not be considered for retrospective expenditure and should be spent within twelve months from the date the grant is awarded.

Grants are awarded to support individual projects or events and to provide transitional support for local organisations experiencing difficulties. They are not intended to provide permanent support. The maximum grant award is 20% of the budgeted amount of grant aid (currently £10,000 for 2023/24) or the residual balance having discharged grants in the year not exceeding £2,000.

APPLICATION PROCESS

Applications will **usually** be considered twice a year in May and November at the Full Council meeting on the first Wednesday in those months. To ensure that fair and proper consideration may be given to all requests, the Council requires the following to be submitted:

- A completed application form 10 days prior to that May and November meetings. (unless otherwise agreed to be considered during the year)
- The most recent income and expenditure account plus balance sheet (or a financial projection for the current financial year if a new organisation)
- Constitution or rules of the organisation
- Confirmation that the organisation has approved the grant aid application by its board or organising committee. This can be supplied in letter format or by approved minutes.
- Any additional information the organisation considers will support their application.
- Cheques/BACs credit will only be issued to the organisation applying and will be issued within 14 days of the grant being awarded.

PROJECT COMPLETION

The Clerk will write formally in February each year to ask the previous year's successful applicant to complete an evaluation form and provide copies of receipts and invoices associated with the project. Applicants will be asked to consider the following:

- How the funding has been used.
- The impact of the project on the local community.
- The number of individuals benefitting from the project.
- How the applicant has measured the benefits.
- Inform us of any problems with the delivery of the project. Responses to the evaluation questions may necessitate a visit by members of the council to see the realised benefits of the grant. In addition, the recipients of the grant will be invited to the Annual Town Meeting in April to provide an update on how the grant monies have been used and the ensuing benefits to the community.

EMERGENCY FUNDING

Should an organisation require funding outside of the two applications submission dates of May and November, they should contact the Town Clerk for the matter to be discussed with the Chair of the Town Council. A decision will be relayed once the rationale is fully understood.



UPPINGHAM TOWN COUNCIL

Town Clerk: Sharon Coe

Telephone: 01572 822681
Email: townclerk@uppinghamtowncouncil.co.uk
Website: uppinghamtowncouncil.gov.uk
Twitter: @UppinghamTC

Address: Town Hall, High Street East, Uppingham,
Rutland LE15 9PY

Grant Aid Application Form

Part 1 – Information about you or your organisation:

Name of Organisation:	Rutland Voices	
Name of Representative	Phillipa Andrews	
Telephone Numbers:	Main – 07956 988785	Mobile - 07956988785
Email Address:	Phillipa.Andrews@btinternet.com	
Address of Organisation:	Choir meets at Uppingham Town Hall Thursdays 7:30-9:30pm	
Address of Representative:	20 Oakham Road, Whissendine, Rutland, LE15 7HA	
To whom should the grant aid cheque be made payable to?	Rutland Voices	

Part 2 – What is your idea and reason for applying for grant aid funds from Uppingham Town Council?

Rutland Voices is a ladies' choir, established in Uppingham in July 2024, to meet a clearly-expressed local need after closure of a previous ladies' choir.

It is run by Committee under Musical Director, Peter Davis, who is well known locally and nationally and was Director of Music at Oakham School for 19 years.

Currently the Choir has 70 members, ranging in age from their 20s to their 80s. We maintain a waiting list for interested ladies who are invited to join after each concert. Choir size is limited by rehearsal practicalities and performance venue sizes. We rehearse weekly at Uppingham Town Hall and our Christmas 2024 performance was in Uppingham School Chapel, to a sell out audience.

The Choir is an open and safe place for women from Uppingham and surrounding areas to meet weekly and make friends, whilst enjoying a high standard of singing tuition and some social fun. The USP of this choir is really that it is non-selective, but the musical quality is high. There are no auditions and no requirement to read music, so it is an accessible community group whilst maintaining a high standard of performance which appeals to the broadest possible range of ladies. The choir is a supportive community group which encourages the joy of group singing and offers a weekly break from life's trials. Membership fees are deliberately kept as low as possible, with hardship support in place, in order for there not to be any financial barrier to membership. Fees cover only basic choir running costs with no surplus for extras such as choir folders.

We therefore request grant support to cover the costs of 80 branded, music-folders, to be used by choir members at every concert performance but owned and retained centrally by the choir committee.

Part 3 – Who in the community would benefit from your project and what difference would it make?

Rutland Voices exists primarily to offer the benefits of singing to its members. Maintaining its accessibility is a key priority. The benefits of community singing are well documented with some examples outlined below. This particular project, to provide members with branded music-folders for performance, seeks to enhance these benefits for all choir members (70 singers), promoting a sense of pride and belonging through a stronger, cohesive, visual identity of the choir, when performing for audiences in Uppingham and Rutland. This, in turn, will have a positive impact on our concert audiences (c. 300 per concert) of local people.

As well as our two concerts per year, Rutland Voices is already in demand for County events, such as Rutland Variety Performance, this summer. These performance folders will form the mainstay of the cohesive uniform visual branding of the choir, as we further develop our performance plans as proud representatives of Uppingham and Rutland.

Academic Studies of Note:

A study in the United States found those singing in a choir reported strong mental health benefits, including reduced feelings of loneliness and depression. Members of community-based choirs were said to be more content in relationships and time with friends, even beyond rehearsals. Notably, four out of five choir singers expected more good than bad things to happen to them, compared with just over half of the wider public.

A London-based research team also found that attending a single choir rehearsal reduced stress hormones and increased the presence of immune proteins in those affected by cancer. Separate studies found direct correlations between group singing and reduced chronic pain, lower blood pressure and improved posture. So strong are the benefits of choral singing that the NHS has been prescribing community choirs to patients since 2018. University College London's Department of Behavioural Science and Health has observed faster recovery times from postnatal depression in new mothers attending group singing sessions.

Part 4 – How will you know the project has been a success having used the money requested?

If our request for funding is approved, the visual presentation of the choir will be instantly improved. Members will immediately benefit from a sense of pride and belonging by this improvement.

Part of our accessibility mandate is not to enforce a choir uniform at performances, which could present a financial barrier to some members. We encourage similar coloured clothing and two members have themselves knitted a gold flower shaped brooch for every member to wear. However, there remains a disparity between our musical performance quality and our visual appearance, which these branded folders would address.

Part 5 – What is the total cost of your project or idea? (please enclose any quotes you have received)

Attached are quotes for:

Part 6 – How much are you applying for?

Approx. £750 to cover the cost of purchasing 80 folders

Part 7 – Have you applied for funding elsewhere and if so to please provide details?

We previously applied to “Arts for Rutland” who, disappointingly, rejected our application, suggesting that members could buy their own folders.

This application has sought to explain the background to our accessibility policy. As a community group, we prioritise the wellbeing and support of our members. We then look to home-based funding sources to secure the support that we need to grow and develop our choir. Our home is Uppingham Town Hall, and we seek a long term, mutualistic relationship with Uppingham Town Council.

Rutland Voices thanks Uppingham Town Council for their consideration.

Part 8 – Please give a description and breakdown of how you will spend the money including the date when it is needed?

Our summer concert will be held on 21st June, we would be keen to have folders purchased ready for this date.

Part 9 – If your application is unsuccessful do you have other funds available to ensure your project or idea progresses? Please give details.

No

Part 10 – You will need to supply the most recent set of accounts for your organisation including a balance sheet where available or applicable. Please state the date of the accounts and attach a copy.

Part 11 – Please confirm by attaching a letter of authority for this application to be made on behalf of the organisation or alternatively a set of formal minutes signed by the Chairman where a decision has been agreed to apply.

Please find attached: Approved minutes / letter or email of authority (delete as appropriate)

Part 12 – Please confirm the following information if you are sports club or organisation:

A	Does your organisation include participation by children under the age of 18?		No
B	If 'yes' to A above do you have a safeguarding policy in place and operational? (if so please attach a copy)		No
C	Does your organisation include participation by both able and disabled individuals?	Yes	

Part 13 – Please confirm the following:

A	Do you agree to allow members of council inspect the project for the grant aid monies have been applied for?	Yes	
B	Do you agree to confirm that the funds have been used for the specific purposes set out in this application?	Yes	
C	Do you consent to provide an update for the annual town meeting held in May each year if requested to do so?	Yes	

Part 14 – Emergency funding application:

Please explain why this is an emergency funding application (only complete if this application needs to be granted outside of the months of May and November):

Full Name: *PHILIPA ANDREWS*

Signature: *PP [Signature]*

Date: *30/4/25*

Please return the form and enclose a set of accounts (if applicable) to:

Sharon Coe, (Town Clerk & RFO)

Uppingham Town Council, 49 High Street East, Uppingham, Rutland LE15 9PY

RUTLAND VOICES ACCOUNTS

FROM

2/7/2024 -- 30/4/2025

Rutland Voices Income

Income	July	August	September	October	November	December
License fee	67@18 1206					
Joining fee	36@10 360					
Cash donation Uppingham singers	340					
From petty cash		35.00				65.00
Monthly subs @ £17 per member	x59.5=1011.50	x62 = 1054	x65 =1105	x63=1071	x64 =1088	x64=1088
Concert ticket sales						2404.05
						1378.95
Cash ticket sales						112.50
Air ambulance collection						539.73
Welcome to 2025 celebration						
Monthly total	2917.50	1089	1105	1071	1088	5588.23
Running total of income	2917.50	4006.50	5111.50	6182.50	7270.50	12858.73
Running total of expenses	1518.65	3357.65	4157.23	4749.23	5260.95	8856.95
Monies in bank account	1398.85	648.85	954.27	1433.27	2009.55	4001.78

Rutland Voices Income

Income	December	January		February	March	April
License fee		3@£18	54	2@18	36	
Joining fee		3@£10	30	2@10	20	
Cash donation Uppingham singers						
From petty cash	65.00					
Monthly subs @ £17 per member	x64=1088	1@8.50 1 @4.50 1@8.25 67@17 1160.25	+	x72=1224	x69=1173	x72=1224
Concert ticket sales	2404.05					
	1378.95					
Cash ticket sales	112.50					
Air ambulance collection	539.73					
Welcome to 2025 celebration		58@£15 1@£35 £905	=			
Monthly total	5588.23	2149.25		1280.00	1173.00	1224.0
Running total of income	12858.73	15007.98		16287.98	17460.98	18684.98
Running total of expenses	8856.95	9688.30		15148.13	15834.38	16302.63
Monies in bank account	4001.78	5319.68		1139.85	1626.60	2382.35

Rutland Voices Expenses

Expenses	July	August	September	October	November	December	January	February	March	April
Insurance	96									
Music License		660								
		600								
Banking charges									4.25	4.25
MD fees	400	320	320	320	240	180.00	480	480	360	360
School hall hire	50					50				
Town hall hire	105	175	140	140	140	78.75	140	140	105	70
Music and printing	2.77	67	114			315.54		929		
	616.50		28.39							
			41.93							
			27.40							
			23.49							
Transfer to petty cash	72		44	35	17	17	79	34	17	34
Refunds	35	17	34							
Sundry (see attached sheet for individual purchases)	20.97		26.37		31.98	48	7.45		200.00	
	5.49				53.75	77	24.90			
	114.92				12.00	20	50.00			
					16.99	44.98				
						40.80				
Christmas concert (see attached sheet for individual purchases)				21		112.50				
				76		180.88				
						500.00				
						348.00				
						61.70				
						1190.00				
						9.35				
						197.50				
						124.00				
Air ambulance								539.73		
Church hall hire							50.00			
Welcome to 2025 celebration								3337.10		
Monthly total	1518.65	1839	799.58	592	511.72	3596	831.35	5459.83	686.25	468.25
Running total	1518.65	3357.65	4157.23	4749.23	5260.95	8856.95	9688.30	15148.13	15834.38	16302.63

Rutland Voices Petty Cash

	July/August	September	October	November	December	January	February	March	April
PAYMENTS IN	17 Annie subs. 55 cash transfer in.	34 Annie + Dawn Sept sub 10 Rea joining fee	34 Annie + Dawn Oct sub 1.00 Lucy for license fee (paid £17 in August)	17 Dawn Nov subs	17 Dawn Dec subs	17 Dawn subs 15 Amy social subs 47 cash transfer	17 Dawn 17 Annie	17 Annie	17 Dawn 17 Annie
PAYMENTS OUT	-9.90 Boey refreshments. - 35 paid into bank account 23/8/24	- 2.90 Judy refreshments - 5.05 Joyce refreshments -10.00 Refund Mo	-10.50 Val refreshments -8.15 Hilary refreshments	-23.90 Fiona refreshments -1.70 Kay refreshments	- 6.50 Nichola refreshments -65 into bank account 13/12/24 - 1.35 Mo raffle tickets	-11.12 Lizzie D biscuits.	-17 Catherine refund -3.60 Ros refreshments	-17 Paula B refund -18.45 Helen refreshments	-50 school hall hire
Balance for month	27.10	26.05	16.35	-8.60	-55.85	67.88	13.40	-18.45	-16
Total cash in hand	27.10	53.15	69.50	60.90	5.05	72.93	86.33	67.88	51.88

Rutland Voices Income

Income	July	August	September	October	November	December
License fee	67@18 1206					
Joining fee	36@10 360					
Cash donation Uppingham singers	340					
From petty cash		35.00				65.00
Monthly subs @ £17 per member	x59.5=1011.50	x62 = 1054	x65 =1105	x63=1071	x64 =1088	x64=1088
Concert ticket sales						2404.05
						1378.95
Cash ticket sales						112.50
Air ambulance collection						539.73
Welcome to 2025 celebration						
Monthly total	2917.50	1089	1105	1071	1088	5588.23
Running total of income	2917.50	4006.50	5111.50	6182.50	7270.50	12858.73
Running total of expenses	1518.65	3357.65	4157.23	4749.23	5260.95	8856.95
Monies in bank account	1398.85	648.85	954.27	1433.27	2009.55	4001.78

Rutland Voices Income

Income	December	January	February	March	April
License fee		3@£18 54	2@18 36		
Joining fee		3@£10 30	2@10 20		
Cash donation Uppingham singers					
From petty cash	65.00				
Monthly subs @ £17 per member	x64=1088	1@8.50 + 1 @4.50 + 1@8.25 + 67@17 = 1160.25	x72=1224	x69=1173	x72=1224
Concert ticket sales	2404.05				
	1378.95				
Cash ticket sales	112.50				
Air ambulance collection	539.73				
Welcome to 2025 celebration		58@£15 1@£35 = £905			
Monthly total	5588.23	2149.25	1280.00	1173.00	1224.0
Running total of income	12858.73	15007.98	16287.98	17460.98	18684.98
Running total of expenses	8856.95	9688.30	15148.13	15834.38	16302.63
Monies in bank account	4001.78	5319.68	1139.85	1626.60	2382.35

Rutland Voices Expenses

Expenses	July	August	September	October	November	December	January	February	March	April
Insurance	96									
Music License		660								
		600								
Banking charges									4.25	4.25
MD fees	400	320	320	320	240	180.00	480	480	360	360
School hall hire	50					50				
Town hall hire	105	175	140	140	140	78.75	140	140	105	70
Music and printing	2.77	67	114			315.54		929		
	616.50		28.39							
			41.93							
			27.40							
			23.49							
Transfer to petty cash	72		44	35	17	17	79	34	17	34
Refunds	35	17	34							
Sundry (see attached sheet for individual purchases)	20.97		26.37		31.98	48	7.45		200.00	
	5.49				53.75	77	24.90			
	114.92				12.00	20	50.00			
					16.99	44.98				
						40.80				
Christmas concert (see attached sheet for individual purchases)				21		112.50				
				76		180.88				
						500.00				
						348.00				
						61.70				
						1190.00				
						9.35				
						197.50				
						124.00				
Air ambulance								539.73		
Church hall hire							50.00			
Welcome to 2025 celebration								3337.10		
Monthly total	1518.65	1839	799.58	592	511.72	3596	831.35	5459.83	686.25	468.25
Running total	1518.65	3357.65	4157.23	4749.23	5260.95	8856.95	9688.30	15148.13	15834.38	16302.63

Rutland Voices Petty Cash

	July/August	September	October	November	December	January	February	March	April
PAYMENTS IN	17 Annie subs. 55 cash transfer in.	34 Annie + Dawn Sept sub 10 Rea joining fee	34 Annie + Dawn Oct sub 1.00 Lucy for license fee (paid £17 in August)	17 Dawn Nov subs	17 Dawn Dec subs	17 Dawn subs 15 Amy social subs 47 cash transfer	17 Dawn 17 Annie	17 Annie	17 Dawn 17 Annie
PAYMENTS OUT	-9.90 Boey refreshments. - 35 paid into bank account 23/8/24	- 2.90 Judy refreshments - 5.05 Joyce refreshments -10.00 Refund Mo	-10.50 Val refreshments -8.15 Hilary refreshments	-23.90 Fiona refreshments -1.70 Kay refreshments	- 6.50 Nichola refreshments -65 into bank account 13/12/24 - 1.35 Mo raffle tickets	-11.12 Lizzie D biscuits.	-17 Catherine refund -3.60 Ros refreshments	-17 Paula B refund -18.45 Helen refreshments	-50 school hall hire
Balance for month	27.10	26.05	16.35	-8.60	-55.85	67.88	13.40	-18.45	-16
Total cash in hand	27.10	53.15	69.50	60.90	5.05	72.93	86.33	67.88	51.88

From: Gillian Henry
^rutlandvoices@gmail.com
Subject: Fwd: Designease - Ring Binders
Date: 16 May 2025 at 16:50:00
To: Valerie Booth valb47@uwclub.net

Hi Val

Hope all is well with you.

Please see below the quote for our folders. Are you able to print this off and give it to Uppingham Town Council for our grant application.

Many thanks

Gillian

Begin forwarded message:

From: Julian Brown <julian@designease.co.uk>
Date: 16 May 2025 at 16:35:37 EEST
To: Gillian Henry <rutlandvoices@gmail.com>
Subject: Re: Designease - Ring Binders

Hi Gillian,

Please find below some prices;

A4 Ring Binders

315mm height x 263mm width x 44mm spine

Outside covered in Black Oxford Library Buckram
(as Rye House)

Inside lined in plain black paper

Fitted with a 2 ring mechanism 25mm capacity

Your logo/name Metal foiled on front cover

Boxed in bulk.

100 @ £6.48 per unit

Delivery £36.50

Plus VAT

If I can help further please do let me know.

Kind Regards,

Julian Brown

Designease Limited

www.designease.co.uk

£ 684.50
+ VAT

T: 01453 821990



**UPPINGHAM
TOWN
COUNCIL**

Town Clerk: Sharon W Coe

Telephone: 01572 822681
Email: townclerk@uppinghamtowncouncil.co.uk
Website: uppinghamtowncouncil.gov.uk
Twitter: @UppinghamTC

Address: Town Hall, High Street East, Uppingham,
Rutland LE15 9PY

10

Grant Aid Application Form

Part 1 – Information about you or your organisation:

Name of Organisation: CHRISTMAS IN UPPINGHAM CIC
Name of Representative: PAULA DONALDSON
Telephone Numbers: Main - Mobile - 07736 318 662
Email Address: UPPINGHAMCHRISTMAS@GMAIL.COM
Address of Organisation: 2 LEAMINGTON TERRACE, UPPINGHAM, LE15 9TH
Address of Representative: "
To whom should the grant aid
cheque be made payable to? CHRISTMAS IN UPPINGHAM CIC

Part 2 – What is your idea and reason for applying for grant aid funds from Uppingham Town Council?

TO HELP FUNDTHE ANNUAL LATE NIGHT SHOPPING
EVENT HELD ON THE FIRST THURSDAY EVENING IN DEC.

Part 3 – Who in the community would benefit from your project and what difference would it make?

THE WHOLE OF UPPINGHAM! SHOPS, BUSINESSES, RESIDENTS.
IT BRINGS THE COMMUNITY TOGETHER.

Part 4 – How will you know the project has been a success having used the money requested?

THE FOOTFALL, BUSTLING SHOPS & BUSY CHURCH.

Part 5 – What is the total cost of your project or idea? (please enclose any quotes you have received)

Attached are quotes for:

£6,800.

Part 6 – How much are you applying for?

€1500.00

Part 7 – Have you applied for funding elsewhere and if so to please provide details?

NO, NOT YET BUT WILL APPLY TO COOP COMMUNITY
FUND IN JUNE

Part 8 – Please give a description and breakdown of how you will spend the money including the date when it is needed?

ITS NEEDED ASAP TO SECURE THE INFRASTRUCTURE OF
THE EVENT PLUS: EVENT LICENSE

Part 9 – If your application is unsuccessful do you have other funds available to ensure your project or idea progresses? Please give details.

CROWD FUNDING
PAYMENTS FOR A STALL

Part 10 – You will need to supply the most recent set of accounts for your organisation including a balance sheet where available or applicable. Please state the date of the accounts and attach a copy.

31st JANUARY 2025

Part 11 – Please confirm by attaching a letter of authority for this application to be made on behalf of the organisation or alternatively a set of formal minutes signed by the Chairman where a decision has been agreed to apply.

Please find attached: Approved minutes / letter or email of authority (delete as appropriate)

Part 12 – Please confirm the following information if you are sports club or organisation:

A Does your organisation include participation by children under the age of 18? ☒ Yes ☐ No

B If 'yes' to A above do you have a safeguarding policy in place and operational? (if so please attach a copy) ☒ Yes ☐ No

C Does your organisation include participation by both able and disabled individuals? ☒ Yes ☐ No

ROAD CLOSURE
INSURANCE
FIRST AID
TRANSPORT
LEAFLETS / PRINTING
ENTERTAINMENT
TOWN HALL HIRE
BINS

Part 13 – Please confirm the following:

- A Do you agree to allow members of council inspect the project for the grant aid monies have been applied for? ☒ Yes ☐ No
- B Do you agree to confirm that the funds have been used for the specific purposes set out in this application? ☒ Yes ☐ No
- C Do you consent to provide an update for the annual town meeting held in May each year if requested to do so? ☒ Yes ☐ No

Part 14 – Emergency funding application:

Please explain why this is an emergency funding application (only complete if this application needs to be granted outside of the months of May and November):

Full Name: PAULA DONALDSON Signature: P. Donaldson

Date: 14th April 2025

Please return the form and enclose a set of accounts (if applicable) to:

Sharon Coe, (Town Clerk)
Uppingham Town Council, 49 High Street East, Uppingham,
Rutland LE15 9PY
Uppingham Town Council Grant Application
Reviewed and Adopted 17th May 2023



CHRISTMAS IN UPPINGHAM CIC (15448848)
INCOME AND EXPENDITURE ACCOUNT FOR THE 12 MONTHS ENDING 31ST JANUARY 2025

INCOME	£s	EXPENDITURE	£s
Stallholders	3,200.00	Bank Charges	41.93
Donations	902.15	Entertainment	4,655.00
Grants	1,500.00	First Aid	450.00
Sponsors	1,225.00	Transport	100.00
		Leaflets	515.98
		Small Claims Court	115.00
		Consumables	312.84
		Insurance	283.92
		Events License	40.00
		Road Closure	200.00
		CIC Registration	42.15
	<u>6,827.15</u>		<u>6,756.82</u>
		Surplus for Year	70.33
		Opening Bank Account	<u>1,939.01</u>
		Closing Bank Account	<u>2,009.34</u>



UPPINGHAM TOWN COUNCIL

Town Clerk: Sharon Coe

Telephone: 01572 822681
Email: townclerk@uppinghamtowncouncil.co.uk
Website: uppinghamtowncouncil.gov.uk
Twitter: @UppinghamTC

Address: Town Hall, High Street East, Uppingham,
Rutland LE15 9PY

Grant Aid Application Form

Part 1 – Information about you or your organisation:

Name of Organisation:	Rutland and Stamford Sound Community Interest Company	
Name of Representative	Rob Persani	
Telephone Numbers:	Main - 01572 827827	Mobile - 07779 106970
Email Address:	RutlandandStamfordSound@outlook.com	
Address of Organisation:	56 High Street, Oakham, LE15 6AL	
Address of Representative:	56 High Street, Oakham, LE15 6AL	
To whom should the grant aid cheque be made payable to?	Rutland and Stamford Sound Community Interest Company	

Part 2 – What is your idea and reason for applying for grant aid funds from Uppingham Town Council?

We are seeking a contribution from Uppingham Town Council towards our community engagement materials. Rutland and Stamford Sound is a not-for-profit community radio station established during 2021.

Over the past four years we have built up a loyal following of listeners who rely on Rutland and Stamford Sound as a trusted source of local information. However, there continue to be sections of the local population who are not aware that there is a high-quality community radio station serving the local area. One of the most effective ways for us to raise awareness is to attend local events, with a team of volunteers in branded clothing, engaging with local people. We are seeking grant aid funding to help us build our team of volunteers and purchase associated materials, so that we can continue attending local events, in Uppingham and more widely across the Rutland and Stamford area.

The broader context to this application is that, from a financial perspective, Rutland and Stamford Sound has suffered a challenging start to 2025. It has been difficult to attract new advertisers, due to the financial headwinds facing the small businesses that traditionally support us (e.g. the increase in both employers' national insurance and the national minimum wage). In particular, there has been a significant slowdown in advertising from the hospitality sector. Consequently, we are finding it difficult to fund discretionary items and it would be a real help if Uppingham Town Council are able to make a contribution to our community engagement costs.

Part 3 – Who in the community would benefit from your project and what difference would it make?

The benefit to the community comes in three forms: (1) we attract additional listeners, who gain access to a new source of local news and information; (2) community organisations consistently tell us that they highly value the support we provide in terms of promoting their events and

activities (this impact increases as we build awareness); and (3) we increase volunteering opportunities for local people.

As part of this project, we will host an event for new volunteers in Uppingham, during the autumn of 2025. We held a similar event in Stamford last year and this resulted in four new volunteers from Stamford joining us. These four volunteers are all still with us, filling key roles across a range of on-air, back-office support and community engagement activities. We would be delighted to recruit new volunteers from Uppingham.

The benefit that Rutland and Stamford Sound provides to the local community has been recognised by a number of awards, most recently in March this year when the High Sheriff of Rutland, Richard Cole, presented our Station Manager with an award "in recognition of great and valuable service to the community."

Part 4 – How will you know the project has been a success having used the money requested?

This project will help us to continue our community engagement activities. We know from past experience that attending events with a team of volunteers is an effective way for us to build awareness. Last year we attended over 30 events. We would consider the project to be a success if we are able to attend at least as many events in the next 12 months, while also continuing to build our team of volunteers, including new recruits from Uppingham.

Part 5 – What is the total cost of your project or idea? (please enclose any quotes you have received)

The total amount requested is £774.

Attached are quotes for:

- 1000 branded flags to hand out at events, including QR Code: £450 (we have tried a number of give-aways and the flags have proved to be the most popular, especially with families).
- Branded clothing for volunteers, 4 x polo shirts @£12.50 each, 4 x hoodies @ £19.50 each and 4 x hoodies @ £32 each. Total £256.
- Branded tablecloth £68 (attached is an invoice for the tablecloth we purchased in 2023, to give an indication of price. We have not yet obtained a new quote).

Part 6 – How much are you applying for?

We are applying for the amount summarised above, of £774. This will cover the majority of our community engagement costs for 2025.

Part 7 – Have you applied for funding elsewhere and if so to please provide details?

We have not applied for any funding elsewhere in respect of our community engagement costs. We have recently applied to the Leicestershire and Rutland Community Foundation requesting £2,960 towards our DAB broadcast fees.

Part 8 – Please give a description and breakdown of how you will spend the money including the date when it is needed?

The breakdown is provided above. We aim to attend events throughout the year and our stock of give-aways and volunteer clothing is almost completely exhausted, so we will spend the money within a few weeks, to replenish our stock. As noted above, we will aim to hold a volunteer recruitment event in Uppingham in the autumn of 2025.

Part 9 – If your application is unsuccessful do you have other funds available to ensure your project or idea progresses? Please give details.

If the application is unsuccessful, we will research other grant funding opportunities. We currently have no funds available for discretionary spend such as community engagement costs.

Part 10 – You will need to supply the most recent set of accounts for your organisation including a balance sheet where available or applicable. Please state the date of the accounts and attach a copy.

Attached are our accounts for the year ended 31 December 2023. The accounts for 2024 are yet to be finalised, but they are expected to show a small surplus after tax, provisionally of £1,221.

Part 11 – Please confirm by attaching a letter of authority for this application to be made on behalf of the organisation or alternatively a set of formal minutes signed by the Chairman where a decision has been agreed to apply.

Please find attached: letter of authority.

Part 12 – Please confirm the following information if you are sports club or organisation:

A	Does your organisation include participation by children under the age of 18?	Yes	No
B	If 'yes' to A above do you have a safeguarding policy in place and operational? (if so please attach a copy)	Yes	No
C	Does your organisation include participation by both able and disabled individuals?	Yes	No

Part 13 – Please confirm the following:

A	Do you agree to allow members of council inspect the project for the grant aid monies have been applied for?	Yes	No
B	Do you agree to confirm that the funds have been used for the specific purposes set out in this application?	Yes	No
C	Do you consent to provide an update for the annual town meeting held in May each year if requested to do so?	Yes	No

Part 14 – Emergency funding application:

Not applicable

Full Name: Rob Persani

Signature: *R. Persani*

Date: 25 May 2025

Please return the form and enclose a set of accounts (if applicable) to:

Sharon Coe, (Town Clerk & RFO)

Uppingham Town Council, 49 High Street East, Uppingham, Rutland LE15 9PY



Email: studio@rutlandandstamfordsound.co.uk
Website: <https://www.rutlandandstamfordsound.co.uk>

Rutland and Stamford Sound CIC
56 High Street
Oakham
Rutland
LE15 6AL

25 May 2025

Uppingham Town Council,
49 High Street East,
Uppingham,
Rutland LE15 9PY

Dear Uppingham Town Council,

LETTER OF AUTHORITY - GRANT AID APPLICATION

I confirm approval for Rutland and Stamford Sound Community Interest Company to submit an application to Uppingham Town Council in May 2025, seeking grant aid to support our community engagement activities.

We greatly appreciate the support provided by all of our funding partners and would be delighted to recognise any support provided by Uppingham Town Council on our website and on-air.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'D. R. Lewis'.

David Lewis
Chair, Rutland and Stamford Sound Community Interest Company

Report of the Directors and

Unaudited Financial Statements for the Year Ended 31 December 2022

for

Rulland and Stamford Sound Community
Interest Company