

**Minutes of Uppingham Town Council Full Council meeting,
held at Uppingham Town Hall on Wednesday 8th March 2023 at 7.00pm.**

Present, Cllrs Liz Clarke, David Ainslie, Lindsay Cooper, Christine Edwards, Sam Findlay, Mike Fish, Barry Hobbs, Tom Johnson, Peter Rees, Dick Reeve, Mark Shaw, Ron Simpson

The Town Clerk Sharon Coe, Cynthia Ondeng Administration Assistant

and 23 members of the public (RCC Cllr Stephen Lambert) were also in attendance.

- 422/23 **Mayor's opening remarks**
The Mayor (Cllr Clarke) welcomed everyone to the meeting and updated members and the public on the following. She welcomed back the Clerk who had come over for the meeting after a period of absence. The Mayor explained that it was a long agenda in front of us and the Clerk would be explaining certain items in law as we progress.
- 423/23 **To receive apologies for absence.**
It was proposed by Cllr Edwards and seconded by Cllr Shaw that the apologies from Cllrs Casewell, Clayton and Pallet were accepted. Resolved unanimously.
- 424/23 **Declarations of members' interests and applications for dispensations**
Non-pecuniary interests were declared by Cllr's Johnson, Reeve, and Rees on item 14 and by Cllrs Ainslie, Edwards, Shaw & Simpson in agenda items 15 and 16. Cllr Shaw on item c on planning. Cllr Cooper on item b planning.
- 425/23 **An opportunity for the public to speak, in accordance with Standing Orders 2.3.4 – 2.3.9**
Q. A question was raised regarding the bin that had moved from No 23 and where was that situated – A. This had been relocated to Dairy Corner to replace the broken bin. A new bin would be situated in the High Street.
Q. Tod's Piece bins were failing – A. This is on the schedule to be looked at.
Q. The bin on the lamppost had disappeared at the top of High Street and an old grit bin needed to be removed. The Clerk will investigate this.
- An update from Uppingham In Bloom, once again they had won the gold award and were just two points away from being category winners. UIB had supported two trees being planted. The Mosaic project commemorating 40 years of the bloom was continuing and as it was the UIB 40th year anniversary this year (ruby) red would be the theme. Environmental and community projects would be paramount developing natural habitats in the town the bloom would be working with the scouts and schools to encourage this. Everyone gave congratulations.
- Q. How are we doing with the allotments clearing? The Clerk will cover this in her report.
- Q. A question was asked regarding the provision of affordable and social housing in the refreshed Neighbourhood Plan (NP).
A number of questions were posed regarding a private company. The Town council is not able to answer on behalf of private companies and any specific questions should be addressed to the company involved.

A statement was read out regarding some of the town's various community groups such as Uppingham First/Vanguard and the Neighbourhood Forum, private companies and their relationship to each other.

The Mayor correctly pointed out that any personal issues should be addressed to the community group/company involved, it was not for the Town Council to comment. The Town Council had a different governance structure in which it had to operate. In Uppingham there would invariably be a cross over of people interested in different subjects who would also sit on the Town Council. Several items mentioned were the subject of a later agenda item and would be discussed at the appropriate time in this meeting.

The Mayor thanked the members of public for their engagement and interest.

426/23

To confirm the minutes of the full council meeting held on 1st February 2023.

Proposed by Cllr Shaw, seconded By Cllr Ainslie. 11 for 1 abstention.

427/23

To receive the Clerk's report and any recommendation /actions therein.

The Clerk reported the following:

She wished to put on record her thanks for all the good wishes she had received and to give her thanks to Cynthia for the outstanding work she had been doing in the office.

- Allotments - Biffa had cleared 5 of the Leicester Road allotments and were still contracted to clear the remaining Tod's Piece allotment. The Clerk was then in a position to allocate new tenant agreements.
- Cemetery - Cllr Johnson had submitted a paper regarding the cemeteries which was very helpful and would be addressed at a future meeting, due to the length of tonight's agenda.
- Defibrillator – The Clerk had ordered a replacement for the older defibrillator, and this would be situated as before at the rear of the Town Hall.
- Carbon Monoxide Sensors - These are in the process of being fitted in the Town Hall .
- Year end closedown – This was booked for the 2nd May and the Internal Auditor had been booked to follow this.
- Outdoor Gym. This had been ordered and the work would commence on 27th March. This would take advantage of CiL monies.
- Police Office – The Clerk was reviewing the Licence to occupy and replacing it with a formal lease for a period of 5 years. This would include the tenant's security of tenure under the Landlord and Tenant Act 1954.
- Road Closures – The Clerk had submitted the forthcoming road closures for this year to RCC.
- Town Hall hire. – The clerk was pleased to report that this was going well with new bookings being taken and this looked very healthy.

- Love Uppingham website. Cynthia had received training on this and would be refreshing the data held.
- NP Consultant – The Clerk wished approval for a sum of £2,700 to carry on this vital assistance at a critical point in the life of our NP which would serve the community for many years to come. This will be formally discussed in agenda item 13.

428/23

To receive

a **Financial accounts and reconciliation statements to end of February 2023**

Proposed Cllr Findlay, seconded Cllr Ainslie. **Resolved unanimously.**

b **Seek a resolution to send a complaint to Barclays Bank.**

Cllr Ainslie gave an overview of the problems faced by the Clerk trying to access the bank account and the background to this point. Council resolved to send the letter as proposed. Proposed Cllr Ainslie, seconded Cllr Edwards. **Resolved unanimously.**

429/23

To consider funding of a commemorative bench in respect of the Coronation of HM King Charles III.

Unfortunately the Clerk had not received the quotation in time, therefore this item will be deferred until the next meeting. UTC are broadly in support of this item but are awaiting the further cost.

Proposed Cllr Ainslie, Seconded Cllr Edwards. **Resolved unanimously.**

430/23

To receive an overview of the local election paperwork in May 23 and responsibilities wherein.

The Clerk overviewed the position regarding the upcoming election period. Emails had already been sent to council with the documents required if members wished to restand for election in May. She had also sent the email received that day from RCC. Pre-election sensitivities period starts on March 27th and she outlined the position in law taken from Section 2 of the Local Government Act 1986. Members should be mindful during this time, you cannot use the privilege of being a councillor in any documents, certain meetings etc.

431/23

To receive an overview of the informal working party held on 8th February in response to the RCC request for Parish Council observations relating to the Call of sites, Local plan, and to agree the response from Uppingham Town Council.

Cllr Ainslie gave an overview and gave thanks to all councillors involved in the working parties. Advice was taken from the monitoring officer regarding possible fettering of discretion.

The following as suggested as a resolution to be put to full council.

Uppingham Town Council has decided not to respond on a site-by-site basis, noting that there has been no guiding site assessment provided by the Local Planning Authority. Instead, the Town Council refers to its ongoing refreshed Neighbourhood Plan and makes the following points:

- The (now withdrawn) draft Local Plan proposed that the review of the current made Uppingham Neighbourhood Plan (UNP) should allocate the development sites required to meet the housing needs of Uppingham for the plan period.

- In line with this proposal the emerging refreshed UNP proposes to allocate more than enough sites to meet the identified needs of the Town for the plan period which now corresponds to the new Local Plan period of 2022-2041
- These allocations were made following a call for sites and a detailed site assessment using established good practice.
- The revised UNP will be "made" long before the new Local Plan is adopted.
- In the light of this the new Local Plan should respect the UNP assessments and allocations and should not propose further sites for housing development in Uppingham beyond those currently proposed in the UNP
- If, in the future, new sites are required then any future allocations should be left to the next review of the UNP.

Proposed by Cllr Ainslie, seconded Cllr Rees, that the Clerk sends this reply to RCC.

Resolved Unanimously

432/23

To consider whether the council wishes to go ahead with the Changing Places Toilet funding for Uppingham.

The Mayor gave an overview and explained the premise of the Changing Places Toilet to members. It needed siting in an appropriate position on land which we own. The Mayor asked did we want to take this up?

Members asked questions regarding costs and footfall and a debate followed to ensure transparency. Council felt that we were very sad not to take up the offer but unfortunately felt that this was the morally correct decision and the toilet could be better situated.

Proposed Cllr Reeve, Seconded Cllr Fish. **Resolved (12 for 1 against)**

433/23

To consider Uppingham Town Council's response to the LCC/RCC decision for re-evaluating funding for the vital 747 bus route.

The Mayor asked for comments around the table and broadly it was felt that:

- Route was a vital link and would be devastating if lost.
- Students use the route to get to hospital/work.
- Buses used were maybe too big and more thought was needed in this area.
- People who don't drive cannot get to Leicester without this service.

A proposal was made that the Clerk write to LCC/RCC with the following statement "Uppingham Town Council urges, in the strongest possible terms, that RCC and LCC to do everything in their powers to ensure that the 747 bus between Uppingham and Leicester is neither reduced **or** cancelled. This bus route plays a vital role in avoiding social exclusion for residents such as our young people getting to college and those wishing to visit hospital facilities. There is no other transport option currently available to these residents".

Proposed by Cllr Ainslie, seconded by Cllr Edwards **resolved unanimously.**

434/23

To receive the Clerk's procedural update of the Neighbourhood Plan.

Some members of the public had raised queries regarding the next steps and the Clerk duly read out a paper documenting the next steps both procedurally and within the laws surrounding NP's. It had been approved by our consultant as being correct and had been

produced taking account of the appropriate legislation. The Clerk had placed the full document on both the Town council website and can be accessed by this link.
<https://www.uppingtontowncouncil.gov.uk/news/2023/02/clerks-update-next-steps-revised-neighbourhood-plan>

and also the dedicated NP website accessed by this link
<https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fuppington-neighbourhood-plan.com%2Fwp-content%2Fuploads%2F2023%2F02%2FNext-steps-DNP-Approved-20.2.23.docx&wdOrigin=BROWSELINK>

It was resolved that the Town Council approve the amount of £2700 for the extra assistance from the consultant regarding professional fees. This will be used from CIL monies.

Proposed Cllr Ainslie, Seconded Cllr Ainslie. **Resolved unanimously.**

435/23

To receive the Clerk's update on the up-to-date position of the proposed crematorium.

The Clerk explained that she had been requested to place this item on the agenda. She had duly contacted RCC to ask specific questions of the planning department namely.

- Have there been any informal discussions with yourself as the LPA about the proposed crematorium?
- Has there been any pre application advice sought?
- Has there or will there be a planning application.

the reply received in writing from RCC was:

“we would advise that we have not received a planning application for this parcel of land for any works. Preliminary enquiries are confidential however I can confirm that we have not received any enquiries related to this piece of land”.

The Town Clerk advised members that they did not have a planning application in front of them to discuss. However should an application come before this council in the future it can be discussed in the properly constituted meeting at that time. Members have a responsibility to approach all decisions with an open mind with all information in front of them. The Clerk reminded members that they should be mindful of fettering their discretion and also that, as suggested from some parties, if it was perceived that there may be more information being discussed at an Uppingham First (UF) meeting, their enquiries therefore should be directed to the secretary of UF who would surely respond. The Clerk could only state the position of the Town Council as previously minuted.

436/23

To receive the Clerk's update regarding the Uppingham Town Council observer on Uppingham First.

The Clerk gave the council the up to date position as follows. Prior to 2017 there had been an official observer at UF. Around that same time UF changed its Board structure to include a director's position of “local government” and the role of observer was discontinued. The Clerk read out an email correspondence which had been received by the town council in May 2017 detailing the board restructure. The town council was officially asked in that email if anyone from the town council was interested in one of the new statutory directorships. As members didn't seem to be aware of this, the Clerk surmised that possibly the email wasn't made available to the Council at that time.

The report was received.

A question was raised about should the observer role be reinstated, and the Clerk will agenda this in the future to investigate how a better working relationship may be formulated.

Proposed Cllr Reeve, seconded Cllr Rees. (8 for, 4 abstentions)

437/23

To consider an offer from Uppingham First to provide a defibrillator to be attached to the public toilets in the Market Place.

The Clerk had been approached by UF who have made an offer to purchase and install a brand-new defibrillator which will match the others across our town. They are proposing to site this in the newly refurbished toilets in the marketplace. The only cost to this council will be the trickle feed.

It was proposed to accept this offer. Proposed Cllr Reeve, Seconded Cllr Fish. (8 for, 4 abstentions)

438/23

To consider the following planning applications.

The clerk had obtained and received extensions on appropriate cases.

- A **2023/0095/DIS** | Discharge of Condition 3 (materials) in relation to application 2021/1489/FUL (Construction of garage with store and home office). | 18 High Street West Uppingham Rutland LE15 9QD
Council notes that this application shows as decided on their website.
Proposed Cllr Ainslie, Seconded Cllr Fish **Resolved unanimously.**
- B **2022/1409/FUL** | Section 73 Application to vary Condition No. 2 (Approved Plans) on Planning Permission ref: 2020/1391/FUL (Alterations to existing utility room and kitchen to the rear. Single storey lean-to side extension and rear garden shelter). Exterior wall to go to property boundary and height of store increased to accommodate internal gutter and recycling of standard 2.1m external door. | 18 The Beeches Uppingham Rutland LE15 9PG
Council notes that this application shows as decided on their website.
Proposed Cllr Ainslie, Seconded Cllr Fish (11 for 1 abstention)
- C **2023/0167/FUL** | Single storey extension to Southeast of existing property to form new entrance and en-suite bedroom. Existing Conservatory to be replaced with single storey extension. Existing integral garage to be converted to living accommodation. Proposed new single storey garage. General internal amendments. | 11 Cedar Close Uppingham Rutland LE15 9PT
Council approves this application. Proposed Cllr Shaw, seconded Cllr Edwards (11 for, 1 abstention)
- D **2023/0186/FUL** | Two-storey side & rear extension, single-storey rear extension with external refurbishment and internal remodelling. | 60 Leicester Road Uppingham Rutland LE15 9SD
Council recommends this application for approval subject to any neighbour's input.
Proposed Cllr Shaw, seconded Cllr Clarke (11 for 1 abstention)
- E **2023/0174/FUL** | Extend existing porch on one side to increase living room. | 41 The Quadrant Uppingham Rutland LE15 9QP

Council recommends this application for approval.
Proposed Cllr Shaw, seconded Cllr Edwards **Resolved unanimously.**

The Mayor suggested a 10-minute extension due to the confidential item being discussed.
Proposed by Cllr Ainslie, seconded by Cllr Rees.

To consider the following resolution **“that in view of the confidential nature of the following agenda item, the press and the public be excluded from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, section 1”.**
Staffing: Admin Assistant probationary/Clerks Sickness Pay. **Commercial:** Town Hall hirers investigation completed and subsequent report to council.

Proposed Cllr Ainslie, seconded Cllr Edwards. **Resolved unanimously.**

CONFIDENTIAL TEXT HAS BEEN REMOVED

The meeting finished at 9.14pm.

