

## COMMUNITY SERVICES COMMITTEE

MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 29<sup>TH</sup> JULY 2024 AT 6PM IN THE TOWN COUNCIL'S COMMITTEE ROOM, LOCATED IN THE GUILDHALL, NORTHAMPTON

**PRESENT:** Birch (Chair), Alwahabi, Ashraf, Hibbert, Holland-Delamere, Ismail, Marriott, Miah, Russell and Soan.

**OFFICERS PRESENT:** J Thorneycroft (Assistant Town Clerk), C Osborn (Community Engagement Officer) and F Barford (Democratic Services Officer).

### 18. APOLOGIES FOR ABSENCE

Apologies were submitted by Councillor Evans

### 19. DECLARATIONS OF INTEREST

Councillor Soan declared a non-pecuniary interest in minute item 23 in relation to Councillor Community Fund application for Lings Primary School application as his employer was a contractor for the school.

### 20. TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE PREVIOUS MEETING HELD ON 10<sup>TH</sup> JUNE 2024

**RESOLVED:** The Chair was authorised to sign the minutes of the previous meeting as a true and accurate record of the proceedings.

The Chair requested that Ms Emily Wu's attendance be included within the minutes of the previous meeting as she had assisted in the Public Health briefing. In response to a question, the Chair referred to the DSO's Note outlined the cost of the University of Northampton's Community Needs Analysis and would be a one-time payment from budget code 4211 Community Needs Assessment once the research had been completed.

### 21. EVENTS AND PROJECTS UPDATE

The Chair referred to the Events and Projects update enclosed within the agenda.

In response to a question, the Chair explained the attendance of Bands in the Park fluctuated and was very weather dependent. In response to another question, the Chair explained the Abington Park Café sponsored three dates by booking and paying the bands directly.

The Chair explained the Armed Forces Day went successfully and partners were able to engage positively with members of the armed forces and the public it was hoped to expand on this at future events.

The Chair highlighted the Town Council, again would host a Community Marquee at the Northampton Balloon Festival. The Community Engagement Officer stated 29 organisations have applied for stalls however, some were only hosting a stall one or two days of the events therefore, there are spaces available on some days if anyone was interested. The Chair requested any available Councillors to volunteer to assist in hosting the Town Council's stall. In response to a question about parking at the Balloon Festival, the Assistant Town Clerk stated the organiser were responsible for parking arrangements on-site and last year's parking issues were exacerbated by road works taking place.

A Councillor noted that Twin Fest took place over the weekend and inquired if any contact had been made with the organisers to explore potential support. The Community Engagement Officer confirmed he had reached out, and the organisers would follow up after reviewing lessons learned. Another Councillor mentioned that the Northampton Twinning Association had disbanded and believed Marburg faced similar challenges in engaging younger people. The Community Engagement Officer added that both Marburg and Poitier had music groups involved in Twin Fest, with some Northampton acts also participating in their respective events. The Assistant Town Clerk advised that any discussion of financial support should occur during budget setting.

The Chair noted that many heritage-focused events would take place in the autumn, with the Heritage Open Day and the Market Square reopening, where the Town Council has collaborated with the Northampton Film Festival on a short film showcasing the h.

A Councillor questioned whether the Town Council's work was being adequately highlighted through press and social media. Another Councillor emphasised the need for increased promotion to raise awareness of the Town Council's efforts. A further Councillor mentioned the Town Council should collaborate with schools, community groups, and organisations to assist in promoting its work. It was suggested that the Communications Officer present a report on press releases, media engagement, and event attendance. The Chair agreed, noting that Town Councillors themselves should help distribute printed materials and promote on social media.

**ACTION:** Send press releases to Community Groups and Grant Contacts.

In relation to the Fireworks Event, the Chair stated Officers were reviewing options for a park and ride service or other local car parks to alleviate the parking problems experienced previously.

The Assistant Town Clerk explained as a result of a recent Market Square site visit would be able to host a 40-foot Christmas tree.

Councillor Holland-Delamere updated members on the Weston Favell Anniversary Project taking place in October 2024, it was confirmed the overall funding application presented by the managing organisation, 60 miles by Road and Rail had been successful.

**RESOLVED:** It was resolved to commit £8,000 of the £10,000 from the Town Council's Out of Town Events budget (4525) towards match funding for the Weston Favell Anniversary project.

**NOTED**

## **22. COMMUNITY ENGAGEMENT OFFICER'S UPDATE**

The Community Engagement Officer referred to the report enclosed within the agenda, he detailed work would be undertaken to encourage Councillors with unspent Councillor Community Funding allocations. A Councillor suggested if information on organisations funded could be more accessible to councillors and if it could be uploaded to the website.

He continued, the new approach to the community survey was very beneficial as it enabled further feedback. A Councillor commented the survey results were beneficial and could assist the Town Council's reach. A Councillor stated it would be beneficial for this survey to be circulated with our grant applicants. Councillors posed whether the survey could be snappier and reduce its length to increase completion rates and if the survey could be included on our social media channels.

**ACTION:** Request grant applicants to complete community survey.

**ACTION:** Review ways to make organisations funded more accessible.

**NOTED**

## **23. TO REVIEW TIME SENSITIVE GRANT APPLICATIONS AND PROVIDE APPROVAL FOR PAYMENT**

### **A. NORTHAMPTON BANGLADESHI ASSOCIATION – CCF268 – NBA SUMMER FAIR - £500 – MARRIOTT – SEMILONG**

**RESOLVED:** Councillor Community Fund application CCF268 be approved to the sum of £500 and can be paid.

### **B. C2C SOCIAL ACTION – CCF269 – BLOOM GRANT – £200 - ALWAHABI - CASTLE**

**RESOLVED:** Councillor Community Fund application CCF269 be approved to the sum of £200 and can be paid.

- C.** LINGS PRIMARY SCHOOL – **CCF270** – LIBRARY REFURBISHMENT - £1,000 – FUCHSHUBER & MEREDITH – TALAVERA  
**RESOLVED:** Councillor Community Fund application CCF270 be approved to the sum of £1,000 and can be paid.
- D.** 99TH NORTHAMPTON GUIDES – **CCF271** – GUIDE CAMP HOLIDAY - £500 – HOLLAND-DELAMERE – RECTORY FARM  
**RESOLVED:** Councillor Community Fund application CCF270 be approved to the sum of £500 and can be paid.
- E.** NN SEND MUMMAS – **CCF272** - SEND MUMMAS STAY & PLAY – £225 – RUSSELL – KINGSGLEY  
**RESOLVED:** Councillor Community Fund application CCF272 be approved to the sum of £225 and can be paid.
- F.** ST VINENT DE PAUL’S SOCIETY – **CCF273** - DAY TRIP FOR FAMILIES TO WICKSTEED PARK & DINNER AND ENTERTAINMENT FOR OVER 60’S – £1,200 - FUCHSHUBER & MEREDITH – TALAVERA  
**RESOLVED:** Councillor Community Fund application CCF273 be approved to the sum of £1,200 and can be paid.

**MEETING CONCLUDED 7:27PM**