

COMMUNITY SERVICES COMMITTEE – 25TH MARCH 2024 – 18:00

To: Members of the Community Services Committee:

Councillors Birch (Chair), Holland-Delamere (Deputy Chair), Ashraf, Alwahabi, Hallam, Hibbert, Ismail, Lane, Marriott, Miah, Russell and Soan

You are summoned to attend a meeting of the Community Services Committee of Northampton Town Council to be held at Northampton Town Council Committee Room on Monday 25th March 2024 at 18:00 hours.

This committee meeting is open to the public and press to attend and those attending the meeting shall be informed that it is being recorded. Public participation is in accordance with the Town Council's public participation policy. Members of the public wishing to take part or ask a question of the committee are required to contact the Town Clerk in advance.

Cc'd electronically to all other councillors for information



Stuart Carter
Town Clerk
19th March 2024

Guildhall
Northampton
NN1 1DE

A G E N D A

- 1. APOLOGIES**
- 2. DECLARATION OF INTERESTS**
- 3. TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE PREVIOUS MEETING HELD ON 26th FEBRUARY 2024 - Attached**

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- 4. TO RECIEVE THE MINUTES OF THE GRANTS SUB-COMMITTEE MEETINGS HELD ON 6TH MARCH 2024 - Attached**

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- 5. EVENTS AND PROJECTS UPDATE - Attached**

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- 6. TO REVIEW UNSPENT COUNCILLOR COMMUNITY FUND (CCF) AND GENERAL COMMUNITY GRANT SCHEME (CGF) MONIES WOULD BE UTILISED**

Town Clerks' Report – To Follow
- 7. TOWN CLERKS' VEHICLE ACTIVATED SIGNS (VAS) REPORT – Attached**

Pages 21 - 22
- 8. BECKETS PARK MEMORIAL UPDATE – Chair's Verbal Report**
- 9. WESTON FAVELL CENTRE 50TH ANNIVERSARY FESTIVAL UPDATE – Verbal Report**

10. ITEMS FOR CONSIDERATION FOR NEXT MEETING

COMMUNITY SERVICES COMMITTEE – 26TH FEBRUARY 2024

MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 26TH FEBRUARY 2024 AT 6PM IN THE TOWN COUNCIL'S COMMITTEE ROOM LOCATED IN THE GUILDHALL, NORTHAMPTON

PRESENT: Councillors Birch (Chair), Holland-Delamere (Vice Chair), Ashraf, Hallam, Hibbert, Lane, Miah, Marriott and Soan.

OFFICERS PRESENT: Mrs J Thorneycroft (Assistant Town Clerk), Miss F Barford (Democratic Services Officer), Miss J Haines (Events & Projects Officer) and Mr C Osborn (Community Engagement Officer).

OTHERS PRESENT: Mr Clive

49. APOLOGIES

Apologies were submitted by Councillors Alwahabi and Russell.

50. DECLARATION OF INTERESTS

No declarations were made.

51. TO AUTHORISE THE CHAIR TO SIGN THE FOLLOWING MINUTES OF THE PREVIOUS MEETINGS:

a) COMMUNITY SERVICES COMMITTEE HELD ON 27TH NOVEMBER 2023

RESOLVED: The Chair was authorised to sign the minutes of the previous meeting held on 27th November 2023 as a true and accurate record.

b) EXTRAORDINARY COMMUNITY SERVICES COMMITTEE HELD ON 8TH JANUARY 2024

RESOLVED: The Chair was authorised to sign the minutes of the previous extraordinary meeting held on 8th January 2024 as a true and accurate record.

52. TO RECIEVE THE MINUTES OF THE GRANTS SUB-COMMITTEE MEETINGS HELD ON 14TH FEBRUARY 2024

The Chair explained a number of grants were reviewed and was pleased to inform members all Councillor Community Fund applications were approved. The Chair continued, some General Community Grant applications were declined however, some were approved.

RESOLVED: The minutes of the Grants Sub-Committee meeting held on 14th February 2024 be approved and adopted.

53. EVENTS AND PROJECTS UPDATE

The Chair referred to the Events and Projects Report outlined within the agenda. The Chair explained any text highlighted in yellow should be noted by Committee members.

A Councillor explained the supplier, Festive Road had ceased trading and as a result the Town Council had acquired the dragon puppet as an alternative to it being disposed of. The Councillor added that the Diwali Puppets were saved and now within the possession of West Northamptonshire Council (WNC).

The Chair stated the Eid Event was to go-ahead and they were currently sourcing stalls and traders to partake. She explained the Town Council has proposed to sponsor the Northampton Pride Stage or the parade this year.

A Councillor posed there was discussion around the funding of the Diwali Event. The Assistant Town Clerk explained some further investigation was to take place to gain further information on the Diwali funding issues.

NOTED

54. CHRISTMAS LIGHTS UPDATE

Please refer to the full report outlined within the agenda. The Chair explained that NTC had inherited the Christmas Lighting from the former Northampton Borough Council and some had become tired and needed replacement. The Events and Projects Officer (EPO) stated some new Christmas lighting had been purchased in 2022 and 2023 and Northampton Town Council had been gradually including additions where lighting was beyond repair.

The EPO stated the Christmas lighting that had been inherited was estimated to be at least 10-years-old, and had exceeded its life-span or no longer sustainable.

A Councillor commented on the miniature Christmas tree trial that had been installed briefly during Christmas 2023 and asked why they had been removed. The Assistant Town Clerk explained a representative of Balfour Beatty requested they be removed due to concerns on wind tolerance and safety.

The Chair explained the various options outlined within the Christmas Light Report and the options would be given full consideration of the Christmas Working Party.

A Councillor posed whether more Christmas lighting be installed from Abington Park to Weston Favell. The Chair explained that Christmas lighting was very costly however, we could request if some businesses wished to sponsor however, the EPO would continue to research smaller LED alternatives, similar to the miniature Christmas trees that could be installed.

A Councillor requested if more Christmas lighting could be placed in the outer-wards.

RESOLVED: It was agreed, to delegate authority on the scope of works for Christmas Lighting to the Events & Projects Officer and the Assistant Town Clerk in consultation with the Christmas Working Group and all plans would be reported back to this committee.

55. CHRISTMAS TREES UPDATE

The Chair referred to the Christmas Tree update outlined within the agenda.

The EPO explained the tree usually placed in the Market Square had been placed at Becketts Park during Christmas 2023 and many people had commented positively therefore, it was proposed that this tree be included as part of the general Christmas programme.

RESOLVED: As per the Christmas Tree report within the agenda, it was agreed to locate a fifth, 40-foot Christmas tree on the Market Square, on the condition there was enough space to allow for this.

NOTED

56. FIREWORKS UPDATE

The Chair referred to the Fireworks Report within the agenda. She continued to highlight that a deposit was required to secure the booking of the firework display. The Assistant Town Clerk stated it was estimated that 18,000 people had attended Fireworks 2023.

RESOLVED: It was agreed to enter a 3-year contract and payment plan with the current fireworks supplier.

RESOLVED: It was approved to delegate authority to the Officers in consultation with the Town Council's Firework Working Party and any plans would be reported back to this committee.

57. STATEMENT TO THE BUSINESS IMPROVEMENT DISTRICT

RESOLVED: As per the report outlined in the agenda, the Assistant Town Clerk would send the agreed statement with the requested amendment to the Northampton Town Centre Business Improvement District.

58. COMMUNITY ENGAGEMENT OFFICER UPDATE

The Community Engagement Officer outlined within the report the work he'd undertaken since assuming the role and requested approval. A Councillor raised the Youth Summit were well established and posed whether a Youth Council was required.

A Councillor raised it was the responsibility of Councillors to engage with young people within their ward and relay their views. In response to a question, the Community Engagement Officer explained, he had contacted local Youth Groups who would willingly engage and other local authorities that have youth councils in-situ.

A Councillor explained he had engaged with young people and was surprised at their constructive ideas and believed it would be beneficial. In response to a question, the Community Engagement Officer stated from his research most youth councils include young people aged between 13-17 years old.

In response to a question, the Community Engagement Officer stated the survey software had previously been used in the Moulton Leys Consultation previously.

RESOLVED: As outlined in the report within the agenda, the expenditure be approved from the Community Needs Analysis Budget Code.

59. PROPOSED PROJECTS AND IDEAS TEMPLATE

The Chair referred to the 'proposal form' included within the relevant report.

The Chair explained the form would enable a consistent process for Councillors or Community Groups who wish to apply for events within the outer-wards. She continued previously some

events required a high-volume of Officer time that was overlooked within the costings and intended that groups steered by a committee apply.

The Assistant Town Clerk explained a new budget code would be formulated for 'Out of Town Projects'.

In response to a question, a Councillor stated that the Council had not costed Officer time from their allocated grant funding. The Assistant Town Clerk explained the form would provide a starting-point on the true costs of projects or events requested and ensure value.

RESOLVED: It was agreed a trial be undertaken of the proposed Projects and Ideas form and be reviewed at a later stage.

60. COMMUNICATIONS OFFICER'S SOCIAL MEDIA ENGAGEMENT REPORT

A Councillor highlighted whether the amount of engagement could be considered positive for a Town Council of this size. In response, a Councillor posed whether monies could be allocated towards some social media marketing to target specific demographics.

The Assistant Town Clerk stated there was reduced activity and engagement over January 2024 as it was a relatively quiet month. A Councillor stated that impressions should also be included within future social media engagement reports rather than just reach and following. A Councillor explained further analytics would be beneficial in pin-pointing what posts generated high or low engagement.

The EPO stated the high amount of engagement in December 2023 correlates with the Freedom of Northampton Event. A Councillor added, the Freedom Event was successful due to young people being present and their parents wishing to engage on social media.

ACTION: The Communications Officer to investigate ways of promotion and expanding reach of the Town Council's social media presence and provide some costings.

NOTED

61. WESTON FAVELL CENTRE 50TH ANNIVERSARY FESTIVAL UPDATE

A Councillor explained on 12th March 2024 there would be a meeting with community groups to discuss and plan how to contribute to the Weston Favell Centre's 50th Anniversary. A Councillor highlighted the importance of the wider-Weston Favell area and the memories of the community when celebrating the anniversary.

A Councillor explained the official anniversary of Weston Favell was in October 2024. A Councillor suggested that photographs and video footage of the centre and area be used to promote and honour the anniversary. In response to a question, once the planning group had met, there could be potential to apply and source further outside funding.

NOTED

62. ITEMS FOR CONSIDERATION FOR NEXT MEETING

No discussion was held under this agenda item.

MEETING CONCLUDED 19:24

GRANTS SUB-COMMITTEE – 6TH MARCH 2024

MINUTES OF THE GRANTS SUB-COMMITTEE MEETING HELD ON 6TH MARCH 2024 AT 11AM IN THE TOWN COUNCIL'S COMMITTEE ROOM LOCATED IN THE GUILDHALL, NORTHAMPTON

PRESENT: Councillors Birch (Chair), Holland-Delamere, Russell and Stevens

OFFICERS PRESENT: Mr C Osborn (Community Engagement Officer)

33. APOLOGIES

Apologies were submitted by Councillor Holland-Delamere and Hibbert.

34. DECLARATION OF INTERESTS

No declarations of interest were made.

35. TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE PREVIOUS MEETING HELD ON 14TH FEBRUARY 2024

RESOLVED: The Chair was authorised to sign the minutes of the previous meeting held on 14th February 2024 as a true and accurate record of the proceedings.

36. GRANT APPLICATIONS TO THE COUNCILLORS' COMMUNITY FUND

Reference Number	Organisation	Project	Amount Requested	Councillor(s)	Ward	Decision
CCF247	Black Women's Domestic Abuse group Northampton	International Women's Day Brunch	£200	Holland-Delamere	Rectory Farm	APPROVED
CCF248	Rectory Farm Pocket Park	Pocket Park activities	£500	Holland-Delamere	Rectory Farm	APPROVED
CCF249	Christ Church, Northampton	The Best Garden – contribution towards building a community garden at the church	£2,000	Purser	Abington	APPROVED

CCF250	66 th Northampton Guides and 1 st Weston Rangers	Edinburgh Monopoly Challenge – Trip to Edinburgh for 40 girls to take part in a challenge organised by Girl Guiding Midlands taking place in Edinburgh	£500	Kilbride	Park	APPROVED
CCF251	1 st Northampton Boys Brigade and Associate Girls	General support to help subsidise the group and the activities for the group based in Spring Boroughs	£600	Alwahabi	Castle	APPROVED
CCF252	78 Dergate	Equipment and resources to support museum accreditation application	£1,450	Choudary	Brookside	APPROVED

37. COMMUNITY ENGAGEMENT OFFICER'S REPORT ON THE GENERAL COMMUNITY GRANT FUND

Reference Number	Organisation	Project	Amount Requested	Decision
CGF93	Delapre Abbey	A Stable Future – Regeneration of stable block	£10,000	DECLINED

CGF94	Reanella Trust	The resilience recovery relief project	£9,600	DECLINED
CGF95	Rockin' Roadrunner	Rockin Roadrunner 2024	£10,000	APPROVED
CGF96	Ailsa's Aim	Essential care packs for cancer patients	£9,000	DECLINED – Concerns were raised the project aims would duplicate work completed by other organisations. It was commented there was not enough information on the beneficiaries included within the application.
CGF97	Northampton Town of Sanctuary	Provision of office	£10,000	APPROVED
CGF98	YMCA	Support of new YMCA Northampton	£5,205	DEFERRED FOR FURTHER INFORMATION

38. GRANT APPLICATIONS TO THE CLIMATE CHANGE GRANT SCHEME

39.

Reference Number	Organisation	Project	Amount Requested	Decision
CCCGS5	Town of Sanctuary	Bikes for refugees – provision of 40 bikes and associated equipment (helments, locks etc) to be given to refugees in a bid to reduce CO2,	£4,455	RECOMMENDED APPROVAL – It was commented this would be beneficial project and would provide bike that required repair new use. However,

		promote active travel and support refugees		concerns were raised the bikes could be stolen.
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MEETING CONCLUDED 12:30PM

Community Services Committee March 2024

Events and Projects Update

Name of Event / Project	Date of Event / Project	Update
SAVE THE DATE – 2024 EVENTS		
Laforey 80th Anniversary	Sun 24 th March	<p>The Guildhall Courtyard. Military Parade from Courtyard- St Giles St- Hazelwood Rd- Derngate (Salute on Ghall steps), repeat parade loop, finish back in courtyard with refreshments for dignitaries.</p> <p>Events Team have sent road closures, requested costs for Traffic Management and signage, filed WNC application, liaised with military and police, and confirmed Guildhall booking on behalf of the Civic Officer.</p>
St George’s Day Celebrations	Sat 20 th April	<p>The Guildhall Courtyard Flag raising, children’s activities/crafts/storytelling, facepainting, balloon modelling and morris dancing will take place again this year in the Guildhall Courtyard, with an addition of ‘Juggling Jim’ the Jester with his knights’ school and circus workshops. Also, the addition of a take home commemorative gift: Bespoke recycled notepads with St George’s Day Northampton 2024 design, plus mini pencil.</p> <p>St George and the Dragon re-enactment will also take place featuring the giant animated puppet from 2023.</p> <p>All activities will be free for families.</p> <p>Northampton Scouts have expressed their interest to be involved in the event this year with their volunteers. They would be keen to be involved in a parade element for 2025 – to be discussed further with Working Group following this year’s event.</p>
Bands in the Park	Every Sun & BH Mon. 7 th April – 29 th September	<p>Abington Park Bandstand. The Bands in the Park schedule is confirmed and complete for every Sunday and Bank Holiday Monday, April to September. The Park Café - Abington Park, have sponsored three dates on the calendar. The 2024 lineup features a variety of bands, singers and musicians; performances will take place between 2pm and 5pm.</p> <p>The calendar listings can be viewed online on the NTC website and What’s On page. Promotional banners will be installed from the end of March at the bandstand and on the park roadside board, leaflets have been produced for distribution</p>

		<p>and a press release will be circulated. Social Media assets have been created to promote the event/performers each week.</p> <p>x40 new chairs for performers have been ordered to replace the current stock handed down from NBC which are well past their best. These will be stored in the padlocked truck located next to bandstand for ease of access.</p>
Eid Festival	Sun 19 th May	<p>Becket's Park. NTC Stall at event. Eid Management Committee working with NTC's event contractor and Events Team on planning and support. Event costs have been shared with Officers that include event personnel, site set up and logistics, infrastructure and equipment.</p>
Oak Apple Day	BH Mon 27 th May	<p>All Saints' Church Following a planning meeting with partners, the days events have been finalised to incorporate the usual schedule and proceedings: Civic processions to All Saints' Church, service, A Company LNR ACF Corps of Drums parade with possible attendance from another contingent to also form a Guard of Honour, followed by the ceremony/wreath, toast/prayers/blessings. <i>The Honourable Company of Pikemen and Musketeers will hopefully join us again in 2025 for their 100th Anniversary of re-formation and the 350th Anniversary of the Great Fire.</i></p>
Northampton County Beer Festival	Thurs 30 th May - Sat 1 st June	<p>Becket's Park. NTC's funding allocation of £5000 for Northampton County Beer Festival will be paid directly to the event organiser, <i>Beer Festivals UK</i>, to support with staging infrastructure and live production costs.</p> <p>Promotion via the event organiser has been positive with brewers and stage/band line up being announced with further event details due to come. NTC will share and support the event on Social Media platforms and via press release.</p>
Northampton Carnival	Sat 8 th June	<p>The Racecourse. NTC Stall at event. 2024 planning meetings to be attended by Events Team to determine support and actions required.</p>
Armed Forces Day	Sat 29 th June	<p>All Saints' Piazza Following a planning meeting with partners, it has been decided that for this year there will be no parade due to the significant impact of works taking place on the Market Sq, Abington St and Fish St along with the closure of Bridge St. The impact of disruption to traffic with road closures and diversions in place will create complex issues on a busy Saturday effecting bus routes significantly. Plans for large</p>


		<p>parades and road closures are a cause for concern for WNC Highways at this time especially on Saturdays.</p> <p>It was discussed that instead of a parade there will be military band performances on the portico of All Saints' Church as part of the musical entertainment with possible speeches from Armed Forces representatives/The Mayor/LL. Options are being explored to still retain the same significant celebration/spectacle of Armed Forces Day with static elements at the event for the public to participate in. The piazza will host stall holders, military display vehicles and live music.</p>
Northampton Pride	Sat 13 th July	<p>University of Northampton. NTC Stall at event. Sponsorship link is now live and NTC have proposed £4,000 from the CSC budget for 24-25 to be either Stage or Parade sponsors this year. We also support by sitting on the Pride committee.</p> <p>WNC have confirmed that NTC are the stage sponsor again this year for the fee of £4,000. NTC will be promoted on all major Pride materials as one of the main sponsors and will again be able to have a stage banner up, and a stall space in the Pride Village.</p>
Northampton Balloon Festival	Fri 16 th – Sun 18 th August	<p>The Racecourse NTC propose to host and manage The Community Marquee again for this year, inviting local charities and groups to have a stall and promote their organisations. NTC to have a stall inside the marquee.</p> <p>NTC's funding allocation of £10,000 for Northampton Balloon Festival will be paid directly to the event organiser, <i>Show Time Events Group Ltd</i>, to support with event planning costs. NTC will share and support the event on Social Media platforms and via press release.</p> <p>Show Time Events Ltd have confirmed a marquee will be supplied for NTC to use for The Community Marquee which will host approx. 25 charity and community organisations. Unfortunately, this year we are unable to secure the tables and chairs for stall holders FOC/sponsored from the marquee supplier. The cost for this would be approx. £400.00.</p> <p>Approval requested to pay for these items out of the General Events budget or Community Projects budget? To be discussed.</p> <p>Officers propose that any NTC materials needed for our own stall in the marquee will be paid for out of the appropriate Advertising and Marketing budgets.</p>

Northampton Music Festival	Sun 8 th September	<p>Town Centre – Various locations TBC</p> <p>Initial meetings underway with Events Team to determine support and actions required. NTC will sponsor the event through payment of staging and other infrastructure/personnel costs from the allocated budget.</p> <p>NTC will share and support the event on Social Media platforms and via press release. Applications are now open for performers.</p> <p>Main stage location to be determined after updates on Market Sq regeneration works timeline is confirmed with alternative plans being worked on in preparation.</p> <p>Organisers have relayed plans that new for this year the Royal & Derngate will be involved hosting a Musical Theatre stage for the event.</p>
Tales and Traditions of Northampton Guildhall, (as part of Heritage Open Days)	Sat 14 th September	<p>The Guildhall</p> <p>NTC’s contribution to the Guildhall Tours of Heritage Open Days will be titled ‘Tales & Traditions of Northampton Guildhall’.</p> <p>Plans are underway to include opening the Mayor’s Parlour, local Morris Dancing and historic re-enactments related to the Guildhall and Northampton’s heritage.</p> <p>An idea has been raised to invite previous Mayors to be present on the day and speak to the public, this can be arranged in slots if the committee think appropriate.</p> <p>Quotes and ideas are being explored to include an activity for a younger audience – an activity that encourages exploration of the Guildhall with a range of tasks focused on the history and building.</p>
Diwali Festival of Lights	Sat 26 th October	<p>Market Sq TBC</p> <p>NTC Stall at event.</p> <p>2024 planning meetings being attended by Events Team to determine support and actions required.</p>
Northampton’s Annual Fireworks Spectacular	Sat 2 nd Nov	<p>The Racecourse</p> <p>Display - NTC Officers and NTC’s event contractor met with Fully Fused Fireworks to review last year’s display and discuss options for 2024.</p> <p>A three-year contract is in progress with Fully Fused Fireworks. Details have been confirmed for this year’s display with dates for 2025 and 2026 being proposed – Please see below for review:</p> <ul style="list-style-type: none"> • 2025: Saturday 1st November

		<p>(Remembrance Sunday will fall early taking place on 9th November.)</p> <ul style="list-style-type: none"> • 2026: Sunday 1st November OR weekday could be considered for Thursday 5th November/Friday 6th November. <p>(Remembrance Sunday will fall early this year on 8th November.)</p> <p>We propose <i>not</i> to hold the fireworks event on the same weekend as Remembrance Sunday for various reasons.</p> <p>Live Stage - Band and Fire Show - Quotes are being sourced for both a band and a live stage fire show with pyrotechnics as an intro to the fireworks display and countdown.</p> <p>Planning - Meetings underway to determine any changes needed for this year's event to personnel, logistics and infrastructure. A Working Group meeting is to be arranged to discuss the proposed plans and content.</p>
Remembrance Sunday	Sun 10 th Nov	All Saints' Church 2024 planning meetings to be arranged.
Christmas Lights Switch On	Sat 23 rd Nov	Market Sq Initial plans propose that the Christmas Lights Switch On return to the Market Sq when regeneration works are complete. Plans for content and schedule are dependent on the new Market Sq event space dimensions. Events Team are in liaison with WNC for regular updates which will be shared when available. Please see below Market Sq update for further information at this stage.
Christmas in Northampton	Throughout November – December	<p>Quotes and options for performers and entertainment are being explored in preparation for planning.</p> <p>UPDATE The events team met with Northampton Bid to discuss last year's Christmas programme and to begin planning for 2024. It was noted that footfall was up throughout the town on Saturday 25th November on the day of the Switch On at Becket's Park in comparison to previous Saturdays and the 2022 event.</p> <p>Plans and initial proposals in partnership with the BID for the Christmas in Northampton 2024 programme will be discussed at the next Christmas Working Party Group including Santa's Grotto support and sponsorship, Switch On activities and financial contributions to Light Installations.</p>

	<p>In summary, the 2023 Switch On event was a huge success despite the move to the park with greater attendance figures at approx. 5.5k with a much more family orientated audience participating in the festive activities and entertainment on offer.</p> <p>Options to be discussed by the Christmas Working Group as to whether another festive event could be held at Becket's Park after the initial Switch On activities/event with the same festive family focused approach. This could take place on the first or second weekend of December.</p> <p>MARKET SQ - LIGHTING SCHEME</p> <p>Officers met with the WNC Market Sq regen team and lighting/fountain suppliers and manufacturers to learn about the plans for the lighting scheme and what can be utilised for events and Christmas light installations.</p> <p>There are x11 small trees and x11 lampposts that NTC could utilise for the new Christmas Lights scheme and we have WNC agreement from the regen team to include within our overall plans. This could also include the large tree staying in situ at the bottom of Abington St as well as the walkways of Drum Lane, Conduit Lane and Osborns Jetty. Additional permissions from regulations and licencing would still need to be obtained the usual way for all installations. Plug ins/power supply and systems will be in place in close proximity to all installation sights and easily managed on the main control system. Officers have lighting column specifications and socket maps to be able to include in plans for new installations. Each column will have brackets in situ that can be used to house Christmas lights. Existing lighting in the columns are warm white which will complement the Christmas light replacements throughout the town.</p> <p>It has been confirmed that a 40ft Christmas tree can be sited on the new Market Sq with paving being able to withstand the weight of both the installation and haulage for delivery/derig. Initial plans and review of the 'events space' look positive with regards to enough surface area for activities/stage/audience as well as the tree. As discussed, other options are available and quotes have been obtained should a smaller tree be required.</p> <p>Officers shared a list of NTC and partner events with WNC along with significant public holidays/themed days etc for review to be included within the lighting scheme throughout the year. Lighting in the form of tree uplighters, lighting columns, stalls, seating and the fountain can all be programmed/colour changing to marry a specific event/holiday at any point of the year. The proposed list was well received by the fountain team and designers with further</p>
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		<p>discussion planned on how this can be achieved at the next meeting.</p> <p>NTC will be able to utilise the control system and help manage the lighting for these events and projects. For example. Diwali, The Great Fire Anniversary, Armed Forces Day etc.</p> <p>The Events Team will attend future meetings with WNC in relation to the lighting of the Market Sq, the Fountain and updates associated with this.</p> <p>The fountain lighting system is extensive with many options available to create a spectacle and have dramatic visual impact described as ‘a performance or theatre.’ All jets can be programmed individually and illuminated creating not only light but texture. For example, Fire/Flowers etc. Officers are keen to explore these options further and how they can marry into our events and projects for the community.</p> <p>‘The 12 Days of Christmas Festive Family Trail’ – Report provided by the team from The Wild Tribe:</p> <p>Please see below some notes related to how the report stats were determined:</p> <ul style="list-style-type: none"> • All competition entrants were asked to give feedback before entering the competition. • 1000 maps were printed by us (more were printed by the clue host establishments but we do not have a final figure for this) so our engagement figures were based on how many maps were collected/handed out, then multiplied by 2 to reflect the fact that the likelihood is the trail was completed by a minimum of 2 people at a time. Next time we would include the question 'How many people took part in the trail in your group today?' to ensure we have a more accurate average here. It's highly possible that this number should be higher if the majority of groups were families of 4 for example. <p>Please see below for a selection of qualitative feedback (from the competition entries, social media and word of mouth):</p> <ul style="list-style-type: none"> • <i>"We hope to see more trails! Easter would be great."</i> • <i>"This was a really fun day out with the kids, we finished at the museum."</i> • <i>"The clues were really cute and interesting, lots of thought obviously went into it."</i> • <i>"My little boy was so engaged with the entire trail, I have never known him walk so far haha!"</i>
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		<ul style="list-style-type: none"> • "Nice to have an afternoon off screen time so appreciate that there was minimal need for our phones with this trail." • "Love a good old paper map and puzzle to solve, my husband got really into it." • "We felt that the trail clues were in really interesting locations and it made us go into most of the shops actually." 
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Heritage Projects

<p>Snapshots in Time: Market Square locations</p>	<p>Due March 2024</p>	<p>The Market Square- to finalise the budget for Snapshots in Time for 23-24, the final 5 locations information and photographs have been sent to the app-makers to materialise.</p> <p>They are:</p> <ul style="list-style-type: none"> - The Corn Exchange - The Emporium Arcade - The Peacock Hotel - Market Square Fountain - 'Doffman's Corner Tailors shop (Sharp's building on the corner in more recent years) <p>These will be finished by end of financial year, however will be launched on the app when the Market Square reopens,</p>
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<p>Market Square Film</p>	<p>Completion May 2024, showing on Market Square after reopening</p>	<p>After deliberation with the Heritage Working Group and partners at WNC, Northants Film Festival were appointed to be the designers of the film.</p> <p>The project is due for completion in May 2024, but with the view of showing on a summer's afternoon on a big screen. Depending on the market square reopening, monies may need to be earmarked from 24-25 budget to 25-26 budget, to ensure a summer showing of the film due to weather restrictions of an open-air event.</p>
<p>350th Anniversary of the Great Fire of Northampton</p>	<p>Completion May 2024, Launch in Sept 2025 for anniversary</p>	<p>Work has begun on researching the Great Fire of Northampton and choosing the locations on the app that we have commissioned to commemorate the 350th anniversary. Local actors from the Masque Theatre will be filmed in April for the locations and costumes are also being provided by the organisation.</p> <p>The app will be launched in association with the wider town and county activities occurring next year to commemorate the anniversary.</p> <p>The Great Fire working group, chaired by Father Oliver Coss and James Miller, local historian are taking place monthly at the Town Council offices, and we are taking minutes to assist the wider county meetings.</p>



Northampton
TOWN COUNCIL

SAVE THE DATES 2024 EVENTS



www.northamptontowncouncil.gov.uk/local-events



24TH MARCH	LAFOREY PARADE 80TH ANNIVERSARY
7TH APRIL-29TH SEPTEMBER	BANDS IN THE PARK
20TH APRIL	ST GEORGE'S DAY CELEBRATIONS
19TH MAY	EID FESTIVAL
27TH MAY	OAK APPLE DAY
30TH MAY-1ST JUNE	NORTHAMPTON COUNTY BEER FESTIVAL
JUNE- OCTOBER	NORTHAMPTON IN BLOOM INCLUDING WELLNESS WALKS
8TH JUNE	NORTHAMPTON CARNIVAL
29TH JUNE	ARMED FORCES DAY
13TH JULY	NORTHAMPTON PRIDE
16TH-18TH AUGUST	NORTHAMPTON BALLOON FESTIVAL
8TH SEPTEMBER	NORTHAMPTON MUSIC FESTIVAL
14TH SEPTEMBER	TALES & TRADITIONS OF THE GUILDHALL AS PART OF HERITAGE OPEN DAY
26TH OCTOBER	DIWALI FESTIVAL OF LIGHTS
2ND NOVEMBER	NORTHAMPTON'S ANNUAL FIREWORKS SPECTACULAR
10TH NOVEMBER	REMEMBRANCE SUNDAY
23RD NOVEMBER	CHRISTMAS LIGHTS SWITCH ON
DECEMBER	CHRISTMAS IN NORTHAMPTON

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Community Services Committee

25th March 2024

Provision of VAS Signs to the Community – Town Clerk

Purpose of Report – To inform the committee of a request from three community groups to facilitate the installation of Vehicle Activated Speed signs (VASs) in their locality

Recommendations: That the committee agree to the council being the named body on the Section 50 licences

That sign's are added to the Council's insurance schedule once purchased

That the council, in consultation with the Clerk, delegates the day to day management of the signs to the resident/community associations

Background

The town clerk has been working with a number of community groups to assist them in the provision of VASs signs in their locality.

Vehicle-activated signs (VASs) are an electronic sign which only become visible when approaching motor vehicles are exceeding a certain speed. The signs normally display the speed limit; however, they can also warn drivers of an approaching hazard (e.g. a bend).

VASs are formed of many bright lights which only turn on when the target motor vehicle is in plain view of the sign.

Some VASs are also able to collect data on the speed that vehicles are travelling. An example of a VAS is shown below.



Locations

The clerk has liaised with Kier Highways who are responsible for administering the process and approving the licence and location, the Police, Crime and Fire Commissioner (PCFC) office who distribute grants to pay for the VASs, and through them the three resident/community groups who have requested the signs.

The proposed locations for the three signs are Weston Favell village, Kingsley and Headlands. The officer from Kier has already mapped the potential locations that a VAS could go in each of these areas and has liaised with the relevant community/resident groups. It is understood that each group can apply to the office of the PCFC to get a grant to purchase the signs, their policy is to award the grant if the community wants it. It is also understood that the signs are mobile in that they can be moved from one location to another, but whilst on location they are secure.

Financial Implications

The issue is that highways will only issue a licence to install a VASs to a town and parish council. The section 50 license is required to enable the signs to be installed and they are not able to put the licence in the name of the community organisation. Therefore, the licence would be in the town council's name as would the ownership of the signs, but the day to day management of the signs would be delegated to the residents/community organisation, though we would ask that they keep us informed.

The town council would have to meet the cost of the licence, which is £321, from the community projects budget. It is understood that one licence can cover the three signs.

The VASs would also be added to the asset register as they would in effect be donated to the town council upon receipt by the resident/community group. Accordingly, it is likely that the committee would want to insure these assets. The insurance cost is being investigated but is not expected to be a lot.

Working with the community

It is common for town councils to work with their local communities in order to facilitate the installation of these signs. In this instance the three areas have been proactive in approaching their local councillors and thereafter the town council officers to try and get a sign installed. It is understood that the resident's group in Weston Favell have been trying to install a sign for a number of years but that they were prevented as they could not be given the section 50 licence.