



Community Services Committee Meeting – 19th June 2023 – 18:00 hours

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 19th June 2023 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
14th June 2023

Guildhall
Northampton
NN1 1DE

A G E N D A

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **ABINGTON STREET PROJECT – PRESENTATION by Project Management Team (WNC)**
4. **TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE LAST MEETING HELD ON 17TH APRIL 2023 AND ASK QUESTIONS AS TO THE PROGRESS OF ANY ITEMS**

Pages 3-5
5. **TO RECEIVE THE MINUTES FROM THE GRANTS SUB-COMMITTEE MEETING HELD ON 15th June 2023 FOR CONSIDERATION AND THEIR RECOMMENDATIONS – to be tabled**
6. **ASSETS OF COMMUNITY VALUE – report attached**

Pages 7-9

7. COMMUNITY OWNERSHIP FUND - *report attached*

Pages 11-12

8. CORONATION CELEBRATIONS – EVALUATION - *report attached*

Pages 14-17

9. WINDRUSH- *report attached*

Pages 19-22

10. EVENTS AND PROJECTS UPDATE – *report attached*

Pages 23-30

11. ITEMS FOR CONSIDERATION FOR THE NEXT AGENDA

- **Cultural Compact Partnership** - *Request to postpone presentation to the next meeting.*

COMMUNITY SERVICES COMMITTEE

MINUTES OF THE COMMUNITY SERVICES COMMITTEE HELD AT 6PM IN THE COMMITTEE ROOM OF THE TOWN COUNCIL'S COMMITTEE ROOM WITHIN THE GUILDHALL, NORTHAMPTON on 17th April 2023.

PRESENT: Councillors Birch (Chair), Holland-Delamere (Deputy Chair), Marriott, Lane, Hibbert, Soan, Hallam and Fuchshuber

OFFICERS: Mr S Carter (Town Clerk), Mrs J Thorneycroft (Assistant Town Clerk) and Miss F Barford (Democratic Services Officer)

61. APOLOGIES FOR ABSENCE

Apologies were submitted by Councillor G Eales.

62. DECLARATIONS OF INTEREST

No declarations were submitted. Stephen Hibbert

63. TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE LAST MEETING HELD AND ASK QUESTIONS AS TO THE PROGRESS OF ANY ITEMS

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

64. TO RECEIVE THE MINUTES FROM THE GRANTS SUB-COMMITTEE MEETING HELD ON 12TH APRIL 2023 FOR CONSIDERATION AND THEIR RECOMMENDATIONS

a) The minutes of the Grants Sub-Committee held on 24th March 2023 were approved and adopted.

b) The minutes of the Grants Sub-Committee held on 12th April 2023 were approved and adopted.

The Chair explained the Climate Change Grants would be reviewed and discussed by the Grants Sub-Committee in accordance to the Grants Policy. In response to a question, the Chair explained the Chair of the Environmental Services Committee would attend the Grants Sub-Committee meeting.

65. CORONATION CELEBRATIONS

As per the report the Assistant Town Clerk advised any councillors interested in partaking in the Big Help Out Event on Monday 8th May to contact Mrs Hannam-Jones (Event and Project Officer) for further information.

A Councillor expressed the photography costs could be mitigated by requesting organisations to submit and provide their own photographs. The Assistant Town Clerk explained the idea of having a photographer would be to build on the excitement of the event in the lead up to the Coronation, the mini project will be called "Northampton Prepares".

NOTED

66. EVENTS AND PROJECTS UPDATE

The Chair explained the report and outlined all up and coming events including the Bands in the Park programme, it was highlighted that this year three of the bands had been sponsored by the Abington Park Café.

A Councillor commented the art work for the St George's Day trail looked great. A Councillor explained events would take place around the Courtyard and there would be a parade around the town with St George and the Dragon.

NOTED

67. WALL GAMES PROJECT

In response to a question posed by a Councillor, the Chair explained the hoardings on St. Peter's Way were only ever a temporary solution as last year West Northamptonshire Council agreed the use of the hoardings but had explained they were due to be removed imminently. A Councillor raised they felt the Wall Games event last year had become too large to be properly managed and some of artwork within the project no longer aligned with the themes/ethos of the Town Council.

Following a full discussion, it was **recommended** to put any funding for the Wall Games project on hold for the time being and therefore no budget will be put aside to support the project this year. There will be an option to revisit this project again next year if they wish.

NOTED

68. BLEED KITS PROJECT

The Chair explained that locations had been sourced however, some locations were awaiting approval. A Councillor suggested that a cabinet may be better suited for the Boothville area or the Lumbertubs pub.

In response to a question, Councillor Soan suggested that himself and Councillor Holland-Delamere meet with the Events and Project Officers to review the installation of the bleed kit cabinets and delegate to Off the Streets to find hosts for the bleed kits.

RECOMMENDED: A follow up meeting to be organised, members of the Bleed kit Working Party to be invited.

NOTED

69. CONSIDERATION OF THE BRADLAUGH RIOT EXHIBITION PROJECT

A Councillor stated they believe the installation was not appropriate for the Town and encouraging backlash against Police and establishment when we meant encourage community harmonisation. A Councillor stated within the report it itemized £500 for the organiser to speak on the Bradlaugh Riot.

NOTED

70. COVID 19 MEMORIAL INSTALLATION AT BECKETS PARK

The Chair explained a meeting had been held with Cultural Compact who suggested someone who specialises in public art oversees the memorials implementation and that Arts Council

funding could be sourced. The Town Clerk expressed from the meeting with Cultural Impact, he understood that the representative was conveying the design required a public art expert to finesse the design and engage the community along the process. A Councillor stated that someone experienced in public art would be beneficial to ensure the installation would be completed to a high standard. A Councillor stated that public art requires broad understanding from everyone who attends it.

71. THE CULTURAL COMPACT PARTNERSHIP

The Chair expressed that the Cultural Compact Partnership hoped to promote culture and it was deemed Northampton Town Councils involvement would be beneficial.

72. ITEMS FOR CONSIDERATION FOR THE NEXT AGENDA

No discussion was held under this agenda item.

MEETING CONCLUDED: 19:26pm

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Northampton Town Council

Community Services Committee

Assets of Community Value – report of Town Clerk

Purpose of report: To inform the committee of the Assets of Community Value scheme and seek their views on a request to consider

Recommended: That the committee notes the report and considers any future opportunities including the request regarding Open Stage at Whitworth Road

Background

Assets of Community Value (ACV) form a part of the Community Right to Bid and were introduced as part of the Localism Act 2011.

It acts as the first stage in identifying and nominating buildings or other assets such as land that have a main use or purpose of furthering the social wellbeing or social interests of the local community, and could do so into the future.

Once listed as Assets of Community Value with the local authority, in our case this would be WNC, the local community will be informed if they are listed for sale within the five year listing period. The community can then enact the Community Right to Bid, which gives them a moratorium period of six months to determine if they can raise the finance to purchase the asset.

What defines an Asset of Community Value?

An Asset of Community Value is defined as: A building or other land is an asset of community value if its main use has recently been or is presently used to further the social wellbeing or social interests of the local community and could do so in the future. The Localism Act states that ‘social interests’ include cultural, recreational and sporting interests.

The regulations list a number of situations where land or buildings are exempted from inclusion on the list or operation of the moratorium. These include:

- Homes
- Hotels
- assets being transferred between kindred businesses
- Church of England land holdings.

How do you nominate an Asset of Community Value?

A number of community organisations can nominate land and buildings for inclusion on the list:

- parish councils
- neighbourhood forums (as defined in Neighbourhood Planning regulations)
- unconstituted community groups of at least 21 members
- not-for-private-profit organisations (e.g. charities).

Community organisations also have to have a local connection, which means their activities are wholly or partly concerned with the area, or with a neighbouring authority's area.

Decisions and appeals

If a community organisation nominates land or buildings that meet the definition of an Asset of Community Value, and the nomination process was undertaken correctly (i.e. came from a group entitled to nominate), then the local authority must include the asset on its list.

Assets will remain on the list for at least five years. If the council decides that the nomination doesn't meet the criteria, then they must write to the group who nominated the asset and provide an explanation. They must also keep a list of unsuccessful nominations for at least five years. Landowners can ask local authorities to review the inclusion of an asset on the list, and this triggers an appeal to an independent body, called a First Tier Tribunal.

Moratorium Periods

The Community Right to Bid does not give the right of first refusal to community organisations to buy an asset that they successfully nominate for inclusion on the local authority's list. What it does do is give time for them to put together the funding necessary to bid to buy the asset on the open market. If an owner wants to sell property/land that is on the list, they must tell the local authority. If the nominating body is keen to develop a bid, they can then call for the local authority to trigger a moratorium period, during which time the owner cannot proceed to sell the asset.

There are two moratorium periods. Both start from the date the owner of the asset tells the local authority of their intention to sell. The first is the interim moratorium period, which is six weeks, during which time a community organisation can decide if they want to be considered as a potential bidder. The other is a full moratorium period, which is six months, during which a community organisation can develop a proposal and raise the money required to bid to buy the asset. The regulations list some situations where the Moratorium will not be applied, even when it is an Asset of Community Value on the list. These include:

- If the disposal is a gift
- If the disposal is made between members of the same family
- If the land or building being disposed of is part of a bigger estate

If the disposal is of a building or piece of land on which going-concern business is operating, provided that the sale is to a new owner to continue the same business (for example if an owner of a pub wants to sell the pub to a new owner, to continue running it as a pub).

During a moratorium, the owner of the asset cannot conclude the sale.

In neighbourhoods across the country there are buildings and amenities that are integral to the communities that use them. This could be a village shop, a pub, a community centre or a library for example. Even sports stadiums have been made ACVs. Many provide a base from which to deliver public services to the local community. The closure or sale of such buildings and amenities can create lasting damage in communities and threaten the provision of services.

Assets of Community Value and the Community Right to Bid offers greater opportunity for communities to keep such buildings in public use and ensure they remain a social hub for the community.

Open Stage – Whitworth Road

A member of the public has contacted the town council about the potential loss of a community building, Open Stage in Whitworth Road. It is understood that it is proposed for redevelopment for up to 7 flats (WNN/2023/0375). ‘This dance school is very popular with the local community, they run dance classes, classes for younger children and new parents. It is an invaluable asset in the local area and is used by many local children on a regular basis.’

It is not clear if the asset is, has recently or will be put up for sale. From a planning perspective an Asset of Community value listing does not place any restriction on what an owner can do with their property, once listed, if it remains in their ownership. This is because it is planning policy that determines permitted uses for particular sites. However, the fact that the site is listed as an ACV may affect planning decisions – it is open to the Local Planning Authority to decide that listing as an asset of community value is a material consideration if an application for change of use is submitted, considering all the circumstances of the case.

There is further information on the process and a register of successful and unsuccessful applications on the WNC website <https://www.westnorthants.gov.uk/business-licensing-and-regeneration/assets-community-value>

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Northampton Town Council

Community Services Committee

Community Ownership Fund – report of Town Clerk

Purpose of report: To inform the committee about the community ownership fund which was recently extended to make local councils eligible to apply.

Recommended: That the committee notes the report and considers any future opportunities

Introduction

The £150m Community Ownership Fund (COF) exists to help communities across the UK to take ownership of assets at risk of closure. It will run until March 2025.

A community asset or space is defined as buildings or land which are used for the well-being or social interest of the local community. These include green spaces, libraries, cultural spaces, leisure facilities, community centres, pubs and more.

Community ownership gives local people control over the building and spaces that have significance to them and that these spaces are used in ways that meet the priorities and needs of the local community. The criteria of the fund as recently been amended to make local councils eligible to apply.

Members may also want to make any local groups, charities etc aware of this fund as they may want to apply.

Funding

Capital funding

Applicants can apply for up to £250,000 to purchase or lease an asset and pay for refurbishment costs. In exceptional cases, up to £1m in funding is available from the COF for all asset types where the asset is at risk of being lost.

There is a requirement to contribute 20% 'match' funding towards the total capital required. For example, to purchase an asset of £1,250,000 a bid for a £1,000,000 capital grant from the COF could be made, but the other £250,000 would have to come from elsewhere.

In exceptional cases, where the project has been assessed as most in need by the development support provider, the match funding requirement can be reduced to 10%, and the COF will contribute the remaining 90%.

Revenue funding

Up to £50,000 is available to fund project development costs, such as feasibility studies, or running costs in the first year of operation, such as staffing costs. Revenue funding requests cannot be more than 20% of your capital funding request or £50,000, whichever is smaller.

Revenue funding does not need to be matched.

Eligibility

All projects must fulfil the following requirements:

- Led by an incorporated voluntary and community organisation or a parish (or equivalent) council

Common legal structures for community organisations are expected to include CIOs, SCIOs, Co-operatives including Community Benefit Societies; CICs or not for profit companies limited by guarantee.

Unincorporated applications can apply at the Expression of Interest (EOI) stage but must be an eligible organisation before applying at the full application stage.

- The asset is at risk without community involvement

The risk might be from closure, sale, neglect by the current owner or where renovations are essential to make the asset sustainable for the long-term benefit of the community. You will need to provide evidence about the risk and why the asset will be lost, without community action.

- The asset will provide long-term community benefit

Assets supported by the COF must continue to provide community benefit in the future. Organisations can show this through their charitable purpose and/or by having an asset lock in their governing documents. Organisations will need to demonstrate how they engage with local people and operate for the benefit of the whole community that they serve. Profits made from the use of the asset should be reinvested back into the community.

- The asset will come into community ownership within 12 months of being offered funding

Organisations who already own their asset are eligible to apply to the COF, provided the asset would otherwise be at risk or lost by the community.

- The COF-funded element of the project will be spent within 12 months of being offered

There are additional eligibility requirements for bids relating to publicly owned assets. See the COF prospectus for full details about the additional requirements.

Match funding options

Eligible sources of match funding may include grants, loans and 'non-cash' sources, such as donations of relevant goods and services or the value of a discount on a long-term leasehold or freehold from a public body, for example as part of an asset transfer.

Gift Aid on donations is not an eligible source of match funding. Neither is the value of volunteer time.

Any costs incurred before the deadline for submitting your COF application will not count as eligible match funding.

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Coronation Celebrations Evaluation – Julie Thorneycroft - Assistant Town Clerk

Coronation Community Festival

Date: Saturday 6th May

Time: 10am - 4pm

Venue: Guildhall Road, Northampton Town Centre

All were invited to come together for an exciting day of free live music and entertainment, including stage performances, dancers and children's activities alongside live coverage of the Coronation on our big screens, street food and much more

Live Coronation Coverage from 10AM:

Live Coverage of the Coronation was shown on big screen in Guildhall Road and inside Northampton Museum and Art Gallery in the Central Hall.

Children's Activities | Workshops | Live Entertainment – 10AM – 4PM

- **The Performing Room Studios**

Offered “have a go” music sessions and heritage exhibitions in the Performing Room's music studios.

Families were invited to take part in singing and a variety of music activities from a newly built stage at No.9 Guildhall Road (opposite Northampton Museum and Art Gallery). Young people working on a heritage project (funded by the National Lottery Heritage Fund) put on a historic display of artefacts that had been uncovered whilst renovating the building, also on display was a timeline of historic Royal visits to Northampton dating back 200 years using film, video and photos.

- **Coronation Community Canvases with Lemon Pop Workshops**

Have A Go at Street Art - to celebrate the Coronation in “Street art style” a create your own Coronation canvas was created on the day - the Coronation Community Colouring Wall is a lovely memento of the day which will be displayedafter the Festival.

- **The Wild Tribe - Nature Based Workshops (The Vulcan Works Courtyard)**

Wildflower Seed Ball and Bird Feeder Workshops

Using natural clay, soil and a variety of native wildflower seeds, children and adults enjoyed creating their very own seed ball to take away, along with a wildflower identification poster.

- **Face Painting and Coronation Crafts with Zoomania**

Children enjoyed getting their faces painted for free and enjoy Coronation craft activities.

- **Kid's Coronation Trail in Northampton Museum and Art Gallery**

Children enjoyed following the Coronation themed trail through the different spaces in the museum.

- **Roaming Entertainment**

Traditional folklore and 17th century street entertainment, including maypole, musicians, re-enactors and Morris dancers, plus the Northampton Transport Heritage vintage bus.

Live Stage 11AM – 4PM:

Live Stage performances start with The Old Savoy Jazz Band.

Welcome to the event by invited dignitaries - The Vice Lord-Lieutenant of Northamptonshire, Mrs Morcea Walker MBE, the High Sheriff of Northamptonshire Milan Shah MBE, the Chairman of West Northamptonshire Council, Cllr André González De Savage and the Mayor of Northampton, Cllr Dennis Meredith.

12 - 1pm: Coronation Ceremony on the Big Screens

The Live Stage was hosted by Chris Gregg (Revolution Radio). A variety of entertainment was provided including the following:

- Billy Lockett: Northampton musician and songwriter Billy Lockett performed his latest hits as part of his UK tour.
- The Bharatnatyam School: Dancers performed an ancient and traditional form of Indian dance.
- United African Association: provided a performance of traditional African drumming.
- Similar Jones: a local rock and roll band played retro hits from the 60s to the present day.
- Albanian Cultural Association: Performed traditional Albanian dances.
- Bespoke Ballroom Dance and Drama Academy: Children from Kristina Rhihahoff's academy performed drama and ballroom dances.
- Dexterity Dance: Children and young people from the Dexterity Dance School performed a medley of dance styles and gymnastics.

Food and Drink

A mix of local street food vendors, sweet treats and nearby venues were on offer at the event.

Mario's Ice Cream Van

LOCAL VENUES supporting the event

John Franklin's Bar

V and B Northampton

The Eccentric Englishman

Cafe - Northampton Museum & Art Galley

Other:

78 Derngate

The home of Scottish Art Nouveau Architect Charles Rennie Mackintosh opened as normal for visitors for the celebration and fully decked out in Coronation style (charges apply).

NORTHAMPTON PREPARES....

Local photographer Stu Vincent documented the preparations for the Coronation across the town. Coronation Shields from the Guildhall archive were shown on display in the windows of the Guildhall.

This was promoted alongside the full campaign through our social media channels, press releases and website.

Knitted Flowers:

Crafters across the county including groups such as Northampton Museum and Art Gallery Craft and Chatter group and the Trinity Bee Sewing Group came together to knit and crochet red white and blue flowers which adorned the trees in Guildhall Road.

Big Help Out

Date: Monday 8th May

Venue: St Katherine's Gardens, Northampton Town Centre

On Monday 8th May a collaboration of volunteers from Northampton Town Council, Northampton BID, The Royal British Legion and local businesses joined forces to improve St Katherine's Gardens.

The theme for the space was influenced by the King's passion for sustainability, biodiversity and the natural world. Volunteers planted sustainable plants (perennial plants that last all year round), flower beds were pruned encouraging the growth of existing wild flowers and a general tidy up of the land took place on the day.

All planters now in situ

There is a possibility to have additional murals

This is an ongoing partnership project there is plenty of scope to keep building on plans to utilise the space i.e. hold children's workshops etc.

Coronation Planter:

Northampton Town Council's Climate Change Forum filled the specially planted Coronation planter at the top of Guildhall Road with colourful perennial plants, specially selected to flower all year round and support bio diversity by creating food and shelter for insects.

NTC are adding a number of these sustainable planters around the town, as part of their Northampton in Bloom project and to celebrate the Coronation of King Charles III, who is an advocate of sustainability and biodiversity.

Visit their website for more details about our Sustainable Planter project, and for instructions to create your own planter at home or scan the QR codes on the planter to find out more.

Feedback following the Coronation Events

Despite the rainy and windy weather, the people who attended had a lovely time, the maypole proved extremely popular and lots of people (men, women and children) joined in the maypole dancing.

The Museum had 1168 visitors – the highest number of daily visitors.

The face painters and children's entertainment was well received.

Regular families are now attending many of our events.

Free parking was offered by WNC for the whole Coronation weekend.

Great comments received regarding the performing rooms displays.

Coronation weekend was a good opportunity to work with other local partners and build future partner relationships.

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Report – Windrush75 Thursday 22nd June 2023

Update 13th June 2023

LH has been coordinating NTC's involvement, led by the Windrush @75 Working Group formed of the Northampton Windrush Community, WNC, NMAG, Royal & Derngate and the University of Northampton. LH has sourced funding of £4900 from the National Lottery Fund to support the day's celebrations and a programme to advertise forthcoming and on going events.

NMAG are launching their Northampton Windrush at 75 exhibition – the Civic flag raising invitees outside of the Guildhall will be led to the Museum by a steel drum band (grant funded), there will be speeches and lunch provided (funded by the grant)

Event on 22nd June Windrush@75

Invitations were limited by the Museum due to a capacity of 100 people. LH has sent invites to x13 Dignitaries, list below, and the rest have gone out to the community

James Saunders Watson	Lord Lieutenant
Lizzie Saunders Watson	Lord Lieutenant wife
Morcea Walker	Vice Lord Lieutenant
Milan Shah	High Sheriff
Cllr Jon Shephard	Chair WNC
Cllr Stephen Hibbert	Mayor of Northampton
Liz Cox	Mayoress of Northampton
Cllr Jonathan Nunn	Leader WNC
Anna Earnshaw	Chief Executive
Ann-Marie Kilday	Vice Chancellor
Ulric Gravesande	Former Mayor – Windrush Elder
Cllr Jane Birch	NTC Community Services Chair
Stuart Carter	NTC Town Clerk

Funding

Below is the breakdown on how the funding has been spent. Due to the cancellation of two caterers the two remaining have double the funding as they will have double the work.

Total grant	4900	
Brochure design	A+R Media	1750
Steel drum band	Ian Pan Music	1125
Caterer 1	Caribbean Jerk	600
Caterer 2	Caribbean Dutch Pot	600
Brochure printing x2000	Tangerine Red	796.56
Spent		4871.56

Comms

As per the minutes attached it was agreed in the working group that SK would take the lead in Comms – a draft Press Release has been written as of Tuesday 13th June and is awaiting multi partner approval

We did have some issues which were raised by Nick Gordan from NMAG on Thursday 8th June. LH met with Nick on Friday 9th June to discuss – it transpires that due to a WNC Comms Officer being on annual leave – message had not gotten through to Team Leader Becky Hutts that we were indeed collaborating (both SK and LH had meetings with the Comms team from WNC prior) WNC were concerned that they had not been involved in the PR and the invitations.

It was discussed that as per the instructions of the minutes of the last working group meeting the majority of invitations have been sent out to the community and that we were taking the lead as minuted.

Windrush @75 Commemorative Programme

It has been a huge undertaking to coordinate the programme and the final version has been sent to print as of Tuesday 13th June.

Copy is attached for information where Councillors can be made aware of the events taking place across town in the coming weeks.

(previous report is below for reference)

First meeting

The Civic and Mayoral Officer (LH) and the Events and Projects (JH LHJ) team attended the preliminary Windrush 75 planning meeting hosted by the Museum and Art Gallery (M&AG) on 18th January on behalf of Northampton Town Council (NTC) – the main take homes from this meeting are as follows

- Request for the annual flag raising from the community
- Request for community group input for the M&AG sponsored 12 week Windrush 75 Great Hall exhibition, designed by AR Media
- Opportunity to pledge interest in supporting this event
- It was agreed the launch of the exhibition would be on Windrush day after the flag raising
- Royal and Derngate (R&D) stated that they were in the process in applying for a significant amount of funding from various sources to support various projects inclusive of a website, educational material and workshops, performances. They stated that they were in the early stages of sourcing a Project Manager (PM)

Second meeting

The second meeting took place on the 15th February and was attended by LH solely representing NTC.

It was agreed prior to the meeting that LH would coordinate NTC aspects of Windrush 75

It was agreed in the Community Engagement Committee meeting that NTC would support looking in to the provision of the following for Windrush 75 events. It was agreed that LH was to apply for the National Lottery Awards for All funding to cover the costs, if the application were unsuccessful then the below is to be covered by the events budget.

- Transport and coordination for the local community to get in to town for the day's events
- A brochure to support the days events with content about the exhibition and any other local workshops and events taking place
- Food and refreshments at the exhibition launch
- Musical entertainment at the flag raising

The take home points from the second Windrush75 Committee meeting are as follows

- R&D have recruited a PM – Sharon de Leonardis (SdL), recommended by Morcea Walker SdL has managed similar projects in the Bedford Borough and will work on coordinating the work that R&D will do as well as the events on Windrush Day. They have also stated that they have applied for funding for transportation on the day
 - There was a wider representation of the Windrush community at the second meeting with many having lots of input for the M&AG exhibition and the day's events
 - LH was asked what NTC would be happy to provide and the above list was shared with the group – permission was sought and granted from the M&AG to provide food and music on the occasion
 - LH confirmed that WNC Community Engagement have been contacted and are working in collaboration with NTC for the flag raising aspect of the day
-
- Windrush75 schedule was agreed;
12:00 Flag Raising
12:30 Steel drum marching band to lead crowd to the M&AG
13:00 Exhibition launch + Refreshments
18:00 College Street Church Flag Raising and Service

Update As of 22nd February

- the All Awards bid has been submitted,
- partners have been consulted in regards to food suppliers – a list of local Caribbean food vendors has been collated
- Partners have been consulted re music – Morcea Walker has connected LH with a marching steel drum band from Carnival contacts
- the brochure is to be designed by AR Media to make sure it is in keeping with the exhibition themes and to out source the work, printing quotes have been received from Tangerine Red

- permission has been sought and granted from Guildhall Facilities for the flag raising event on the Guildhall steps. Jamie Wells from WNC has submitted the Flag Raising form

It has been agreed that R&D will look after transportation on the day as they have already applied for funding for this, SdL has been contacted and the Northamptonshire transport directory shared with her.

All Awards Bid – costings

The funds we have bid for are as follows;

- Brochure - £2000 – for the design and print of 1500
- Food - £1200 - £12 a head for an estimated 100 guests based on last year's attendance
- Steel Drum Marching Band – based on estimated costs for bands sourced on line as we are waiting on quotes and confirmation

Community Services Committee June 2023

Events and Projects Update

Name of Event/ Project	Date of Event/ Project	Update
Armed Forces Day	24 June	<p>Armed Forces Day will be marked in Northampton with a large military parade and entertainment taking place in the town centre on Saturday, 24th June, 10am – 2pm.</p> <p>The day will begin at 10am, when the marching military parade steps off from the top of Abington Street, by BBC Radio Northampton. Then at 10.10am, the parade will pause on Wood Hill to witness the signing of the Armed Forces Covenant and speeches from The Mayor of Northampton and Deputy Lord-Lieutenant Brigadier David Russell-Parson OBE before making its way into St Giles' Square, to salute the Mayor of Northampton and other dignitaries who will be positioned on the Guildhall steps. The parade will continue along St Giles' Street, Fish Street and finishing on Abington Street at approximately 10.25am.</p> <p>NTC are organising free entertainment after the parade, Travis Perkins Group is sponsoring stage entertainment, which will kick off at 10.45am on All Saints' Church Piazza, with four-piece Rockabilly band 'Ignition,' followed by vintage vocal trio 'The Swingettes'.</p> <p>The Royal British Legion, the Soldiers' and Sailors' Family Association, the Western Front Association and Army Benevolent Fund, the Royal Airforce Association, the Royal Marines Association and Help for Heroes will all have information stalls set up on the Piazza of All Saints' Church, along with the Northamptonshire Health Charity and NHS Nene Changing Minds.</p> <p>A selection of vintage military vehicles will also be on display, including a Land Rover 110, which was driven in Bosnia 25 years ago as part of NATO's Stabilisation Force.</p>
Town Festival	1-2 July	<p>NTC are funding Show Time Events Group Ltd in sponsorship for Northampton Town Festival on The Racecourse. The event features live stage entertainment, live action arena with stunt teams and displays, craft marquee, circus workshops, birds of prey, food vendors and bars plus fireworks on both Saturday and Sunday evening.</p> <p>There will be a large Fun Fair for the duration of the event that will be open from 5pm – 11pm on Friday night with free entry.</p> <p>The event is ticketed at £3 entry open from 12-11pm on Saturday and Sunday. There is chargeable parking available on site. Children under 1 metre tall have free entry.</p>

		<p>NTC will have a stall FOC as last year to showcase our events/projects/CCF and to speak with the public about the services and Civic customs we provide for our residents and the community. If you would like to join us on the stall - please let Jo know if you are available and which day: josephine.haines@northamptontowncouncil.gov.uk</p>
Pride	8 July	<p>Northampton Town Council will have a stall at Pride, this year held at Northampton University, inside a marquee. The Pride Parade, which is sponsored by Travis Perkins plc, will set off from Abington Street at 11am and arrive in the centre of the Waterside Campus at around 11:50am, when the event will be officially opened with a minute of noise.</p> <p>Entertainment on the day will include rainbow stilt walkers, hula hoopers, Burlesque dancers, Drag Queens and musical performances, with this year's main stage being sponsored by Northampton Town Council.</p> <p>Also, as part of the Northampton Pride Festival, Northampton Town Council is sponsoring a free screening of the 2014 British historical comedy-drama film 'Pride', at the Old Savoy, Home of the Deco Theatre, on Sunday, 9th July at 3.30pm.</p> <p>The Savoy have kindly put aside a number of VIP tickets for early access to the garden bar from 2.45pm. Please RSVP to Louise asap if you would like a free VIP ticket- Louise.hannam-jones@northamptontowncouncil.gov.uk</p>
Balloon Festival	18 August	<p>NTC are funding Show Time Events Group Ltd in sponsorship for the delivery of Northampton Balloon Festival in its return to The Racecourse this year.</p> <p>To echo its nostalgic roots, NTC will be hosting a community marquee for local charities and organisations to showcase the work they do in the town FOC. Applications have now closed with 20+ stalls being allocated. The marquee has been provided by the event organisers with tables and chairs kindly sponsored by Chelsea Hire Ltd.</p> <p>NTC will also have a stall inside the marquee to showcase our events/projects/CCF and to speak with the public about the services and Civic customs we provide for our residents and the community. If you would like to join us on the stall - please let Jo know if you are available and which day: josephine.haines@northamptontowncouncil.gov.uk</p> <p>The event is ticketed at £2.75 entry (in advance price) open from 12-10.30pm each day. There is chargeable parking available on site. Children under 1 metre tall have free entry.</p> <p>The eagerly anticipated event will take place over three days from 18th- 20th August featuring an array of balloons on display and flights, live arena entertainment, a craft and community marquee, a local</p>

		produce marquee, charity and community stalls, circus workshop, catering units, bars, funfair, plus much more, culminating with a firework finale on Sunday evening.
NMF	10 September	<p>NTC are funding Northampton Music Festival in sponsorship for the delivery of the event across the town.</p> <p>Plans are in progress from the festival coordinator Tommy Gardner and NTC officers are in liaison to discuss the allocation of funds agreed and our involvement in specific event planning such as suppliers/operations payments.</p> <p>New for 2023, the Festival Office will be located at The Vulcan Works on Guildhall Road.</p> <p>The event has moved from June to September this year.</p> <p>There will be a total of x8 stages and locations.</p> <p>Guildhall – Main Stage – TBC</p> <p>All Saints’ Church Piazza – World Music</p> <p>Museum Courtyard – Classical</p> <p>Guildhall Hotel Courtyard – Jazz</p> <p>Abington Street (by Show Last) – Poetry</p> <p>Vulcan Works – Student Showcase</p> <p>VandB – Pop Up</p> <p>The Fish – Pop Up</p>
Heritage Open Days	17 September	<p>The Guildhall will open on 17 September this year and the Mayor’s parlour will be open for visitors to meet the mayor and a chance to be #mayorforaminute- dressing up in the mayor’s robes and using the selfie frame.</p> <p>We also have the following proposal for heritage actors to bring Northampton’s history to life with x 4 characters associated with the Guildhall:</p> <ol style="list-style-type: none"> 1. Charles I (Great Hall painting) 2. Oliver Cromwell (Great Hall painting) 3. Lacemaker- working with craft (minstrels Gallery painting) 4. Shoemaker- Working with craft (minstrels Gallery painting) <p>AL expenses incl PLI Insurance , phone bills , site visits, Risk Assessment, costumes, On site on day</p> <p>Total £2275 - needs Community Services Committee approval</p> <p>Snapshots in Time: A virtual heritage tour - Launches September on the Explore Northampton App (cost of app previously approved at Comm Services meeting).</p>

		<p>A tour of Northampton Town centre highlighting buildings of the past, with historic photos, information and audio. A chance to see the history of some of Northampton's finest buildings.</p> <p>Free to use- just download Explore Northampton App.</p>
Diwali	4 November	<p>This year due to the closure of the market square, the Diwali stage will be located on the junction of Derngate/ St Giles Square, with access to the Derngate open until 5pm, when St Giles St will shut ready for the parade as per previous years. Stalls will be in Guildhall courtyard and at the top of Guildhall road (bottom of Ghall Rd/ Swan St remains open for traffic to not impact on businesses at the bottom of Guildhall road)</p> <p>Parade route is yet to be confirmed as depends on when the work on Abington street ensues. If Abington St is available, the route will be the same as previous years- commencing from the bottom of Abington Street to St Giles Street and finish at the stage, however if works have started on Abington St, the parade will leave from the stage- go up St Giles st, down Hazlewood Rd, down Derngate, finishing at the Stage.</p>
Fireworks	5 November	<p>The event will take place on Sunday 5th November at The Racecourse From 4pm, Fireworks 6pm – TBC</p> <p>Display NTC Officers and NTC's event partner met with Fully Fused Fireworks Director to plan the display for this year's event at The Racecourse (same supplier as previous 2 years displays.)</p> <p>NTC have had site of the company's environmental policies, information and carbon footprint documentation. This will be on file to ensure we can reference and evidence we are being environmentally responsible in our planning. (Fully Fused currently offset 44.3 tonnes of carbon (their footprint last year was 21.9 tonnes) at their sites across the country and have planted trees and shrubs as part of The Queens Green Canopy.) The carbon offset for the proposed firework display in Northampton will 0.04 of one tree.</p> <p>17min Pyro-musical Fireworks Display - £21,000 (40% deposit of £8400 to secure the booking, 60% £12,600 balance prior to 30th September)</p> <p>Needs Community Services Committee approval to go ahead with deposit payment of 40% this month with the balance to be paid before end of September.</p> <p>Additional Lighting Plans are being discussed to include lighting in the trees and on route from the catering and fun fair area to the live stage area to both help light the way and signage plus to enhance the experience with multicoloured uplighters for the trees and possible festoon lighting along the main thoroughfare through site.</p>

		<p>Live Stage - Band and Fire Show</p> <p>Quotes are being sourced for both a band to perform form when the event opens and a live stage fire show with pyrotechnics as an intro to the fireworks display and countdown.</p> <p>Plans include the fire performers tailoring their performance to be themed towards the story of the gunpowder plot with the use of music and special effects.</p> <p>Additional Proposal form Alan Larsen – Reenactors</p> <p>We have the following proposal for heritage reenactors to tell the story of Northampton’s historic connection to The Gunpowder plot and Guy Fawkes.</p> <p>Please see attached “The Pursuit” Proposal for Northampton Town Council Events Sunday 5th November 2023</p> <p>The event outline consists of two options: one with horses, one without on foot.</p> <p>Option A – to include mounted reenactors on horseback: £6000</p> <p>Option B – no horses, reenactors on foot: £4850</p> <p>AL expenses incl PLI Insurance , phone bills , site visits, Risk Assessment, costumes, On site on day and liaison regarding event infrastructure, barrier fencing and fire crew may be needed to ensure safe deliver of the proposal. The show would be filmed and played live on the big screens in situ on site.</p> <p>Further discussion with event partners needed to assess safety considerations and permissions.</p> <p>Needs Community Services Committee approval to explore further.</p>
Christmas Lights switch on	25 November	<p>NTC officers and event partners have been discussing utilising the plans for the stage and event set up being used for Diwali in front of the Guildhall for the stage entertainment, switch on and activities.</p> <p>Quotes have been sourced with a number of Christmas Tree Suppliers for the installation and supply of x3 Large 40ft Trees (x1 less than last year due to the loss of the Market Sq location.)</p> <p>Additional plans and proposals to be discussed at Christmas Working Party Meeting – TBA.</p>
Christmas programme	December	<p>Northampton BID have made the decision this year to purchase a Grotto instead of hiring in. Mark Mullen has contacted Northampton College to see if their students would be able to make a Grotto and would be able to source the supplies needed. The College are on board with the plans and are keen to proceed with the design.</p> <p>The BID have asked if NTC could support this financially by splitting the cost and have involvement with the choice of decorations/space etc and we will have site of the design process. The Grotto will be</p>

		<p>able to be stored at the Grosvenor Centre and Mark has secured the use of a vacant shop for the Grotto over the Christmas period.</p> <p>The total cost would be £941.03 ex VAT NTC contribution would be: £470.51 ex VAT Needs Community Services Committee approval.</p>
Bleed Kits Update	N/A	<p>Seven Bleed Control Kits have now been given out by the team from Off the Streets NN CIC NTC has been working with Off The Streets NN and Northamptonshire Police to fund a number of kits and 24hr cabinets - these are in the process of being installed and distributed across the town in various locations. The first few kits have been given to the venues listed below with further venues being visited in the coming weeks. The first 24hr cabinet at the Train Station is due to be installed shortly, the second location on Wellingborough Road outside Sainsburys is being negotiated by Off The Streets on behalf of NTC and the third location is still TBC with pending permissions and negotiations from WNC Assets team. Another recce of the Grafton Street/St Andres Road area is being planned to assess other buildings for for purpose that are owned by WNC so installation can be as quick and efficient as possible to ensure these kits are out in the community as soon as possible. In the event of knife crime or an accident causing severe/catastrophic bleeding - anyone calling the emergency services will be directed to where the nearest kit is located and advised of the instructions.</p> <ol style="list-style-type: none"> 1. Co-op: 31 - 33 Semilong Road NN2 6BH 2. The Sevens Pub: 157 Weedon Road NN5 5BJ 3. The Cordwainer Pub: The Ridings NN1 2AQ 4. Broadmead Stores: 276a Broadmead Ave NN3 2RP 5. The Gallery Pub: Farmhill Road NN3 5DS 6. Weston Favell Security Office: Weston Favell Shopping Centre NN3 8JZ 7. Todays Local Store: 106-108 Lindsay Ave NN3 2JS

Alan Larsen

Historical Event Consultant
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Military And Equestrian
Reconstructions For
Film And Television

“The Pursuit” Proposal for Northampton Town Council Events

Sunday 5th November 2023

-The premise of this 15 minute display is a scene from November 1605 when, in the aftermath of the arrest of Guy Fawkes, the remaining Gun Powder Plot conspirators led by Robert Catesby fled across the Midlands attempting to raise revolt, before moving onto their last stand at Holbech House.

0.00-Intro recorded voice over explaining the historical background as a group of Conspirators on horseback and on foot [one with bandaged head from previous fight] come into arena [from audience left?] carrying flaming Torches . Armed with swords and pistols . Suitable dramatic music . Projections on screens of contemporary woodcut images of Guy Fawkes being discovered and of the conspirators

1.00- Speech by Robert Catesby [throat miked up] from the stage against the wicked Parliament . Answered by a local woman who will have no truck with Papists [although she’s also not very impressed with the new Scottish King either..]

3.00-arrival of the local Trained Bands from same side—a shot from distance signals their arrival. Their leader [miked up] calls on Catesby to surrender .

4.00 Catesby refuses and a choreographed gun fight followed by sword fight breaks out.

6.00 Conspirators break away and exit audience left.

7.00 The Trained Bands light a signal fire from a brazier on a post.

8.00 Return of mounted conspirators attempting to break out –answering shots from Trained Bands , brief combat and Conspirators [with one wounded still in the saddle] flee

9.00 Commentary/voice over explaining the fate of the Conspirators[contemporary woodcut of hanging drawing quartering shown on screen ?] and acknowledging their courage along with explanation of how celebratory bonfires –and later fireworks- became a tradition.

10.00 Curtain call? And meet performers and horses at crowd barrier for 5 minutes whilst next act is preparing?

Performers and The Troop

Alan Larsen trading as The Troop www.thetroop.org has had over 30 years of experience of managing live theatrical re-constructions for numerous clients including English Heritage, the British Army and The Royal Armouries as well as Television Documentaries.

He specializes in exciting scripted shows that bring together actors, special effects , horses and re-enactors to spectacular effect-with a proven record for professionalism and safety.

Those working on “The Pursuit” would be chosen from a pool of experienced equine and human performers, armourers and effects technicians.