



RAUNDS TOWN COUNCIL

Council Offices, The Hall, Raunds, Wellingborough, Northamptonshire. NN9 6LT

Telephone: (01933) 622 087

E-mail: - info@raunds-tc.gov.uk, Website: www.raunds-tc.gov.uk

29th January 2025

Dear Councillor,

You are summoned to attend an **Environment, Leisure and Recreation Committee** meeting of the Raunds Town Council to be held in the **Council Chamber, The Hall, Thorpe Street, Raunds**, on **Tuesday 4th February 2025** at 7.30pm.

Press and Public welcome.

Steve Tucker

Mr Steve Tucker
Clerk to the Council.

AGENDA

ELR39.24 To Receive Apologies for absence.

ELR40.24 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.

ELR41.24 Notification of members questions in compliance with the Council's standing orders.

ELR42.24 Declarations of Interest

COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND IN THE CASE OF A PECUNIARY ITEM LEAVE THE MEETING FOR THAT ITEM.

ELR43.24 Minutes: To approve the minutes of the Environment, Leisure and Recreation Committee meeting held 3rd December 2024. (Copy via link.) (Pages 3-11)

ELR44.24 VE Day 80 Commemorative Bench: To consider quotes and designs for a VE Day 80 Commemorative bench (Report herewith.) (Pages 12-17)

ELR45.24 Skate Park Artwork: To consider quotes and ideas for the Skate Park Artwork. (Report herewith.) (Pages 18-22)

ELR46.24 Skate Park Grand Opening Event: To consider a quote from a Skateboard and Scooter coaching and events company to run a Skate Park Grand Opening Event. (Report herewith.) (Pages 23-24)

ELR47.24 Progress report: To receive a progress report on current projects and discuss any amendments, updates or additions required. (Copy herewith.) (Page 25)

RAUNDS TOWN COUNCIL**ENVIRONMENT, LEISURE AND RECREATION COMMITTEE****Minutes: 3rd December 2024 Time 7:30pm**

PRESENT: Cllr O Curtis (Chairman), Cllr R Beattie, Cllr P Byrne and Cllr D Hughes

IN ATTENDANCE:

S Tucker, Clerk
N Joy, Assistant Clerk (Minutes)

ELR29.24 To Receive Apologies for absence.

Apologies were received from Cllr A Fernley and Cllr L Wilkes.

ELR30.24 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.

None received.

ELR31.24 Notification of members questions in compliance with the council's standing orders.

None received.

ELR32.24 Declarations of Interest

COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND IN THE CASE OF A PECUNIARY ITEM LEAVE THE MEETING FOR THAT ITEM.

None.

ELR33.24 Minutes: To approve the minutes of the Environment, Leisure and Recreation Committee meeting held 1st October 2024.

RESOLVED that the minutes of the meeting held on 1st October 2024 be confirmed as a true record.

ELR34.24 Skate Park: To receive an update on the progress of the Skate Park Project.

The Committee were updated on the progress of the Skate Park Project. The contractor had made good progress but there is an issue with the location of the footpath. Due to the path being in close proximity to the trees on the boundary, the contractor is concerned that tree roots could get damaged. The contractor is liaising with the

planning department to seek permission to move the path away from the boundary line.

Members reviewed the written report which included a draft design for the welcome sign and examples from other Skate Parks.

Members discussed

- (i) The official name to appear on the sign.
- (ii) The phrasing for rules, welcome messages, or other information.
- (iii) Any additional text or rules/guidelines to be included.
- (iv) The colours to be used on the sign.
- (v) Which logos to include.
- (vi) The placement of the sign to maximise visibility.

RESOLVED that:

- (a) The verbal update be noted; and**
- (b) The draft sign shown at Appendix 1 be approved with the addition of North Northamptonshire Council and Sport England logos.**

ELR35.24 War Memorial: To consider a quote to shelter coat the War Memorial to stabilise the memorial's stone surface structure.

The Committee reviewed the quote to shelter coat the War Memorial, it was suggested it was a good time to carry out the works due to it being recently cleaned. The shelter coat will provide a protective layer to shield the stonework from further erosion.

RESOLVED to:

- (a) Approve the quote for shelter coating of the War Memorial for £3,600.00+VAT.**
- (b) Recommend to Finance Committee a virement of £3,600.00 from budget code 4717 cost centre 160 to budget code 4810 Memorials Testing & Repair cost centre 180 to fund the works.**

ELR36.24 CCTV: To review the limitations of the Council's CCTV network and consider options for upgrading the system.

The Committee reviewed the report which outlined the current limitations of Raunds Town Council's CCTV network and presented considerations for upgrading the system in light of increased crime rates and feedback from Northamptonshire Police. The Committee was asked to determine the form of upgrade to explore, guiding the process of obtaining quotes and preparing for potential tendering.

RESOLVED to research options and costs to upgrade the Council's CCTV infrastructure.

ELR37.24 Progress report: To receive a progress report on current projects and discuss any amendments, updates or additions required.

The Committee reviewed the report as shown at Appendix 2, and the following item was drawn to the attention of Members:

Saddlers Play Area: The Committee were informed that the contractor could now commence works to install the new play equipment on 12th December 2024, with completion by 20th December 2024.

RESOLVED that the progress report be noted;

ELR38.24 Policy Review: To review the Friday Market Traders Terms & Conditions.

RESOLVED that the Friday Market Traders Terms & Conditions, as amended and shown at Appendix 3, be recommended to Full Council for re-adoption for a further three-year period.

There being no further business the meeting closed at 8.20pm.

Approved: (Chairman)

Meeting date: 4th February 2025..... (Committee)

DRAFT

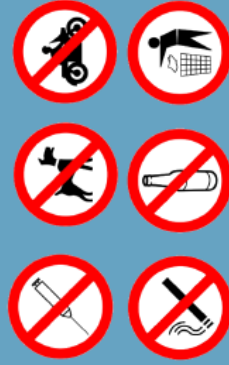
Welcome to Raunds Skatepark and Pump Track

Users

- For skateboards, BMX bikes, scooters and inline-skates.
- Users of the skatepark do so at their own risk.
- This is not a playground.
- Users under 8 should be supervised by a responsible adult at all times.
- No toys or motorised equipment.
- Use protective equipment.
- Keep all areas clear.
- Sit on seats, not on the skatepark.
- Do not use in the wet, ice or snow.
- Ride to your own ability and do not ride alone.

Code of conduct

- Enjoy and respect the skatepark.
- Share the area and help others.
- Use the bins and keep the area tidy.
- Respect the area and leave quietly.



No drugs or alcohol.

No vehicles, road or MTB bikes.

No pets. No littering or glass.

Information

Skatepark address: Stanwick Road,
Raunds, NN9 6BZ.
What3words//voices. Doors.verb.

- Dial 999 for an emergency and 101 for a non emergency.
- Report issues to Raunds Town Council:
Tel No: **** or
Email: *****.gov.uk
- Constructed by Bendcrete Skateparks in 2024 to BSEN14974:2019.



Appendix 2:

Resolution	Action/Progress	Complete	Date Completed	Resolution/ Notes	Update Notes																																				
Saddlers Play Area	Install new play equipment	ongoing		Oct 2024: RESOLVED to recommend to Full Council to approve option 2 for the installation of new play equipment at Saddlers Play Area at £23,118.80 +VAT.	Install scheduled to start 14/01/2025 and should be completed by 23/01/2025. Assistant Clerk met with Contract Manager onsite on Thursday 14th November 2024.																																				
Bio Diversity	Install Living Roofs and Order Seed Bombs	ongoing		Oct 2024; Order 500 seed bombs for £100.00; Install living roofs on the two Town Square bus shelters, with a maximum budget of £3400.00;	Seed bombs have been given out at Coffee/Film afternoons and the Christmas Market and Lights Switch on event. Residence can also collect from the Town Hall. Living Roofs installed on the 8th November 2024.																																				
Northamptonshire Churchyard Conservation Scheme	Improve Bio-Diversity at London Road Cemetery and St Peter's Churchyard	ongoing		April 2024: RESOLVED to contact the Northamptonshire Churchyard Conservation Scheme and book an advisory visit. July 2024: RESOLVED to (b)Designated mini meadow areas be sectioned off within London Road Cemetery; (c)Local schools be contacted to explore working in partnership through children building bug hotels, bird and bat boxes; (d)Volunteers be sought to tend to untended graves and plant mediterranean herbs; Oct 2024: RESOLVED to (b)Quotes be obtained for installation of a water feature; and (c)Quotes be obtained for a VE Day 80 commemorative bench	The Assistant Clerk met with the Conservation Officer on 5th July 2024. The Officer noted that a good range of habitats already exists but there are some improvements that could be made, for example installing bird and bat boxes and designating some areas as meadows. A full report with recommendations is to follow. UPDATE: Mini meadows marketed out and signage installed 14/8/24. Herb planting in untended graves took place on the 15th September. Emailed schools regarding bird boxes and bug hotels 16/09/24. Rounds Playgroup to make four Bug Hotels. 31/10/24: Four residents have adopted graves. Update 12/11/24: The Scouts would like to make bird boxes and bug hotels for the cemetery.																																				
Skate Park / Youth Activities	Plan required for long term regeneration of skate park.	ongoing		Funding in place and Planning Application submitted.	Skate Park Working party met 15 May 23 - concrete decided on, on agenda for May 2023. RESOLVED to instruct the Clerk to use the feedback from the Skate Park Working Group as the basis for drawing up a specification to obtain three designs and quotations via an open tender process in accordance with the Council's Financial Regulations. 11/07/23 - Update: First draft of Tender document complete, will be shared with members of the Working Party for feedback. 25/09/23 Tender deadline 11/10/23. Update: 13/10/23 - Three Tenders received to be reviewed at Full Council in November 2023. Working Party Meeting held 18th December 2023. Crowdfunding page to be launched 15th January 2024. Crowdfunder complete and target reached. Full Update at Full Council Meeting 9th April 2024. Planning Application has been submitted June 2024. Application is now out for consultation until 3rd August 2024. RTC Planning Committee met on 18 July 2024 and resolved to support the application. Planning application was approved 6th November 2024. Update: Contractor onsite from the 18th November 2024 to start works.																																				
Raunds Town App	Monitor usage / Photography Competition	ongoing		RESOLVED to launch a photography competition for the Raunds Town App from 01 January 2025.																																					
<table border="1"> <thead> <tr> <th>Month</th> <th>Google Play</th> <th>Apple</th> <th>Total for the month</th> </tr> </thead> <tbody> <tr> <td>May</td> <td>5</td> <td>6</td> <td>11</td> </tr> <tr> <td>June</td> <td>56</td> <td>76</td> <td>132</td> </tr> <tr> <td>July</td> <td>57</td> <td>103</td> <td>160</td> </tr> <tr> <td>Aug</td> <td>68</td> <td>86</td> <td>154</td> </tr> <tr> <td>Sep</td> <td>115</td> <td>127</td> <td>242</td> </tr> <tr> <td>Oct</td> <td>68</td> <td>86</td> <td>154</td> </tr> <tr> <td>Nov (up to 20th)</td> <td>18</td> <td>33</td> <td>51</td> </tr> <tr> <td>Grand Total</td> <td>387</td> <td>517</td> <td>904</td> </tr> </tbody> </table>						Month	Google Play	Apple	Total for the month	May	5	6	11	June	56	76	132	July	57	103	160	Aug	68	86	154	Sep	115	127	242	Oct	68	86	154	Nov (up to 20th)	18	33	51	Grand Total	387	517	904
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<p>Warth Park Crossing</p>	<p>Residents have complained that the crossing isn't safe. Investigate feasibility of moving crossing</p>	<p style="text-align: center;">DONE</p> <p style="text-align: center;">Nov-24</p>	<p>Application completed for yellow lines Oct 2021. Missed 2021 review, will be in the 2022 review, unknown date/date not determined.</p>	<p>15/3/23 - Update: Unitary Councillor(s) Highways and Tom Pursglove to arrange a visit to Warth Park to discuss action. Update 15/12/23 NNC have chased the TRO team to progress this as a matter of urgency to move it to the order making stage prior to the lines being laid. UPDATE 19/03/2024 from NNC Highways. This proposals is part of a review where we received some comments on some of the proposals, and these comments need to be resolved before we can finalise matters. The final stages of this process are under way now, and once complete we can proceed to have the works costed and ordered. We would expect to mark all the new restrictions in the course of this summer, but at present unfortunately I cannot be more specific than that as it depends in part on how quickly the final stages of considering comments received can be completed. I should also mention that road markings is weather dependent, and sometimes we also have to make repeat visits if a vehicle is parked where we need to complete markings. Therefore we don't tend to give specific dates for this type of work, but rather a range of dates when we expect it to be done. Update 17/6/24 NNC Highways - Might be done any time from August towards the end of the year, weather permitting. Update 18/10/24 NNC Highways - This location has been assigned a works number. In principle the work is due for completion within 3 months but, road markings are very weather dependent, so the actual progress will be affected if the winter is particularly wet and/or cold. No date can be confirmed. Update 12/11/24: Double Yellow lines have been completed.</p>
<p>St Peters Churchyard (Church Steps)</p>	<p>RTC must maintain the area as a closed churchyard under LGA 1972 S215</p>	<p style="text-align: center;">DONE</p> <p style="text-align: center;">Oct-24</p>	<p>Architect selected, drawings and maps produced. Hand Rail to be installed.</p>	<p>Tender documents sent out to contractors with a return date of 26th May 23, second tender return date 12th July 2023. Project on hold until grant funding can be secured. Planning application to be withdrawn. Quotes for safety hand rail to be obtained. Contractor appointed and working on detailed designs. Email Update: 3/7/24 - Contractor onsite 2/7/24 will send designs a week later. August 2024 - project assigned to new contractor due to delays. New contractor commenced work on Friday 20th September 2024. Hand rail installed and completed October 2024.</p>
<p>By-laws / Public space protection orders.</p>	<p>Review annually</p>	<p style="text-align: center;">Monitor</p>	<p>Review annually, update as required. Subject to consideration at a future meeting of Full Council.</p>	<p>Review due before end of municipal year 2024. 05/07/23 - NNC currently holding a consultation on PSPO's which closes on the 3rd August 2023. PSPO's for Basstons recreation ground and Millfields (Raunds) during council events</p>

Appendix 3:



RAUNDS TOWN COUNCIL

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RAUNDS GENERAL MARKET

Since the early 1900s Raunds has maintained a regular weekly Market. Under an order made by the Secretary of State for the Environment, dated 25 March 1977, the power to hold and maintain a market in the town passed to Raunds Town Council.

TERMS AND CONDITIONS FOR REGULAR MARKET TRADERS - PART 1

- Raunds General Market takes place on Friday of each week, (or such days as the Council may appoint) and may be closed at the discretion of the Council who shall not be liable for any loss incurred by stallholders.
- The Market shall open between the hours of **7.00am** ~~8.00am~~ and 2.00pm. No trading is permitted outside of these hours. The market must be vacated by **4.30pm**. ~~6.00pm~~.
- Prospective stall holders must complete and lodge with Raunds Town Council an application form before being allowed to trade.
- All stall holders must ensure that the Town Council holds up to date copies of:
 - a. the stall holder's public liability insurance.
 - b. Food hygiene certificates where appropriate and on every inspection.
 - c. Official Food Hygiene rating (scores on the doors) a minimum score of 3 is required.
- Traders must provide their own stalls which must be constructed and maintained in a manner that will not cause danger or injury to the public.
- While setting up and dismantling stalls traders must have due regard to noise reduction and not cause distress to residents living around the town square.
- ~~Vehicles parked in the market square will be considered part of the stall, but the calculation of the rental charge will be by reference to the frontage of the stall.~~
- No vehicles, stalls or merchandise shall be positioned to obstruct public footpaths. ~~or positioned over the culvert (under the pavement).~~
- Sites are let for the sale of particular lines of merchandise which must be approved on first application and cannot be varied thereafter; except with prior approval of the Council. Raunds Town Council operates a fur free market and a copy of this policy is available on request. **on the Town Council's website [here](#).**

- Stallholders' licenses shall be personal unto them and shall not be capable of subletting or assignment. All stallholders shall prominently display their names and addresses.
- Stallholders shall at all times comply with the laws and regulations applying to the sale, display and supply of goods in their various forms.
- Stallholders shall indemnify the Council and its employees against any claims by the public arising from the condition of the stall or the sale, supply and display of goods, or the conduct of the stallholder's business.
- Sites should be occupied every week; any holidays must be **agreed** with the **Town Council** ~~market superintendent~~ in advance. Unavoidable absences must be reported to ~~the Market superintendent~~ or to the Town Council.
- A site holder who fails to attend for four consecutive weeks will be deemed to have left the market and their site will **may** be let to another trader.
- The Town Council holds the right to withdraw permits and bar traders from the market; such action will be taken under written notice issued by the Town Clerk.
 - i. Reasons include:
 - a) Failure to pay the correct rent.
 - b) Damaging the Council's reputation.
 - c) Making unacceptable noise to the detriment of residents.
 - d) Posing a risk to health and safety.
 - e) Behaviour likely to cause a breach of the peace.
 - f) In the public interest.
 - g) In breach of these terms and conditions
- In the event of a stall holder having their permit withdrawn and being barred from the market, they may appeal to the Council for final determination, in writing to the Mayor within 21 days of the notice being served.
- The Town Council will review market rents on an annual basis. A resolution of the Council shall be evidence of the amounts payable.
- In the event the Town Square is closed for any reason the Council will refund any rent paid for the period of closure but will not be liable for any losses however incurred.
- Any damage to council property or incident at the market must be reported immediately to Raunds Town Council.

Adopted October 2017, Amended October 2018, Amended December 2021, **Amended December 2024**

TERMS AND CONDITIONS FOR MARKET TRADERS - PART 2

MARKET RENTS

1. Regular market traders shall pay their rent monthly ~~in advance~~ to the Town Council. Payment is due on the 1st Friday of each month.
2. ~~Charges will be calculated on the basis of 48 weeks per year to allow for holidays.~~
3. Charges will be calculated by frontage width. ~~and allowing a depth of 15ft.~~
4. All vehicles, equipment and goods must be confined to the approved site area. All other vehicles must be parked away from the market area.
5. The scale of charges is contained in the table below:

MEASUREMENT	SCALE OF CHARGE
Per foot of frontage (allowing 15ft depth)	72p
Minimum charge	£7.15
Charitable organisations	As agreed by Town Council

6. In the event of a dispute over the calculation of the rental charge, the Town Clerk shall make final determination of the charge.
7. Separate charges are made for electricity and water. **This charge is £2.20 per week.**



RAUNDS TOWN COUNCIL

Report to: ELR Committee
04 February 2025

VE Day 80 Commemorative Bench
Agenda item: ELR44.24

Summary:

To consider quotes and designs for a VE Day 80 Commemorative bench.

Attachments:

Appendix 1: Design from Quote 1

Appendix 2. Examples of work from Quote 2

1.0

Summary:

At the 1st October 2024 ELR Committee meeting, minute number ELR 27.24: Progress Report (Northamptonshire Churchyard Conservation Scheme), it was resolved that quotes be obtained for a VE Day 80 commemorative bench.

2.0

Options and Financial Implications:

Quote 1: £1695+VAT+Delivery

Please see Appendix 1 for bench design.

Quote 2: £590+VAT

Not able to provide a design proof before payment.

Please see Appendix 2 for examples of their work.

The Council already owns a VE Day 75 commemorative bench which was purchased during Covid and is currently held in storage. This was purchased from the same contractor as Quote 1 above. The proposal is to install both benches at the back of the Cemetery Chapel to create a memorial garden and a place for visitors to sit and reflect. This area will also have a water feature installed which forms part of the recommendations to achieve accreditation under the Northamptonshire Churchyard Conservation Scheme.

There is provision in the budget under Projects 320 / 4867 Historic Raunds £1000 is budgeted for the financial year 2024/25, there has been no year-to-date expenditure in this budget.

Also budget Open Spaces 160 / 4715 Street Furniture has £1313 remaining for the financial year 2024/25.

3.0

Recommendation

To approve the purchase of a VE Day 80 Commemorative bench and confirm which quote to accept.

Implications:

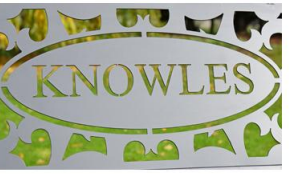
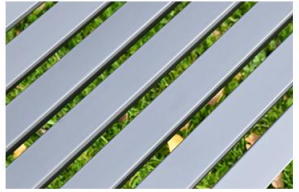
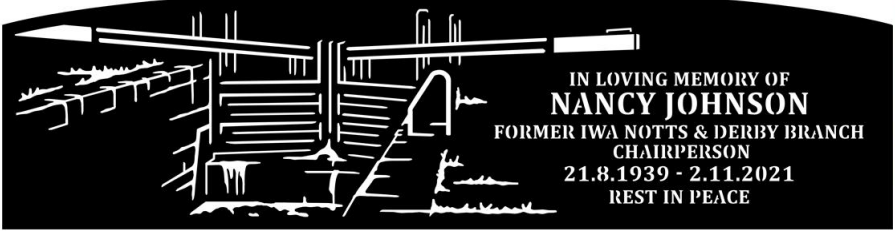
Council objectives:	Compliance with legislative requirements and good risk assessment	X
Equalities & Human Rights	There are equalities and human rights issues	
	There are no financial implications at this stage	
	There will be financial implications – see paragraph 2.0	X

Financial	There is provision within the budget	X
	Decisions may give rise to additional expenditure	
	Decisions may have potential for income generation	
Legal	Power: Health and Safety Act & Disability Discrimination Act	
	Other considerations: None	
Risk Management	Material risks exist and these are currently being assessed.	
	- Inherent risk score:	
	- Residual risk score:	
Person originating this report: Nicola Joy – Assistant Clerk		
Date: 17th January 2025		



Appendix 2









RAUNDS TOWN COUNCIL

Report to: ELR Committee
04 February 2025

Skate Park Artwork
Agenda item: ELR45.24

Summary:

To consider quotes and ideas for artwork at Raunds Skate Park.

Attachments:

Appendix 1: Signage Options

Appendix 2: Artwork Design Options

Appendix 3: Information & Safety Sign

Appendix 4: Mounted Single Post Example

1.0

Summary:

As part of the Crowdfunding campaign for Raunds Skate Park, pints of concrete were sold for £3 each in return to have the supporters name included on a special piece of public artwork.

A total of 75 pints were purchased by 48 individuals.

A local signwriter has provided the following sign options to display the artwork on and potential ideas of how the artwork could look.

Alongside this, the Committee is asked to consider options for displaying the approved safety and information sign for the skate park.

2.0

Public Artwork Signage and Design Options:

Please see **Appendix 1** for images.

Quote/Sign 1: No post visible panel sign £1400+VAT or £2600+VAT for 2 signs.

Quote/Sign 2: Curved top - posts behind £1250+VAT or £2300+VAT for 2 signs.

Quote/Sign 3: Posts with ball tops £1300+VAT or £2400+VAT for 2 signs.

Quote/Sign 4: Treated timber posts £1250+VAT or £2300+VAT for 2 signs.

Please see **Appendix 2** for potential artwork design options. The artwork will be made up of the supporter's names.

The signwriter will provide a design for the sign artwork as required, for approval, on order.

3.0

Safety & Information Display Options:

The Council has previously approved the design for the welcome sign for the skate park, a copy of which is attached at **Appendix 3**.

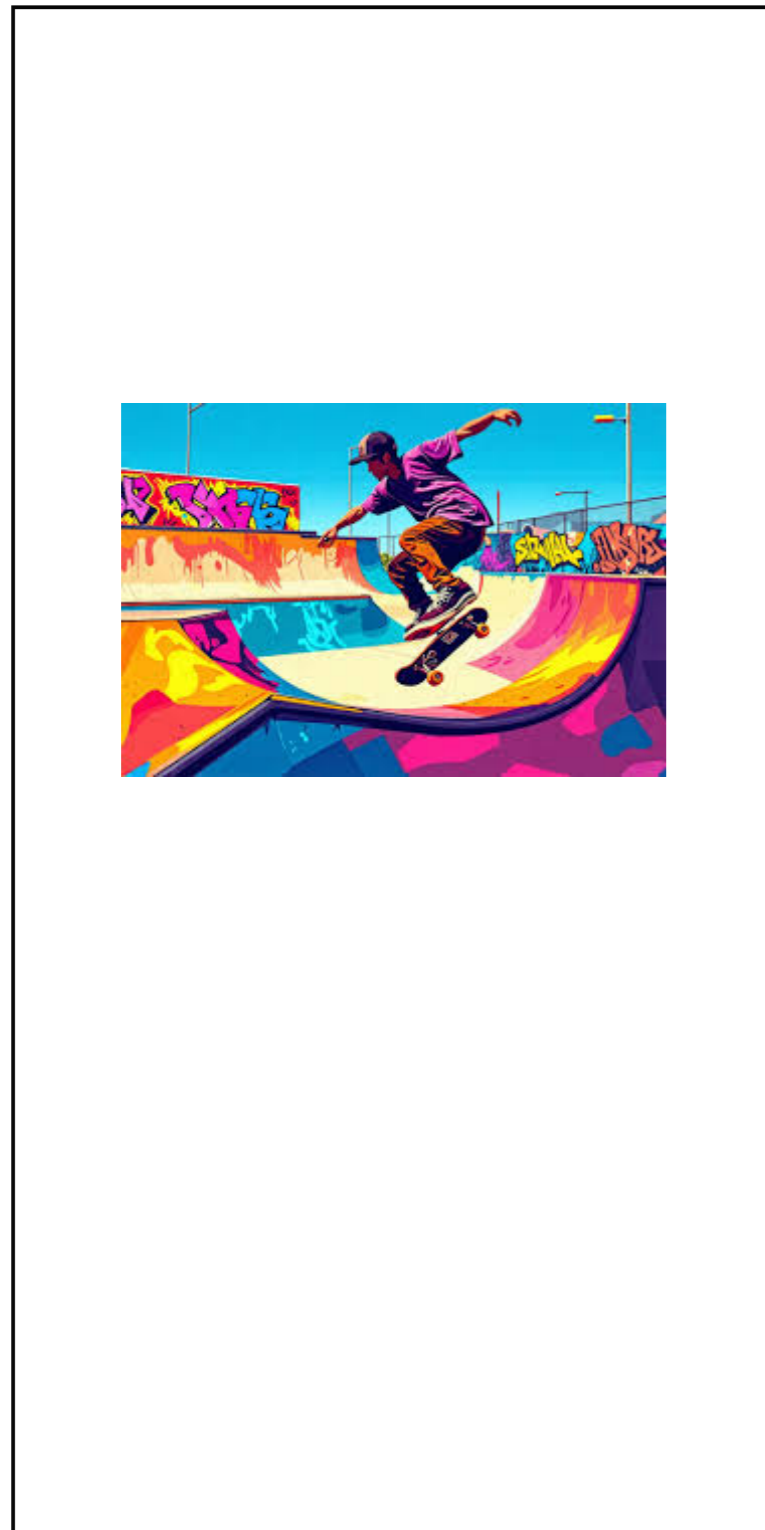
Included in the skate park project costings is the installation of this sign (800mm x 600mm) on a single post, at a cost of £650+VAT. An example of how this would look is attached at **Appendix 4**.

	<p>Should the Committee prefer, there is the option to have this mounted to a more prominent display, in order to potentially blend in more sympathetically with other signage on the site, such as the sign installed during 2024 at the Community Orchard. The Committee could consider ordering an additional display as per the quotes in paragraph 2.0 to match the chosen display style for the public artwork, or officers could ask the skate park contractor to obtain a comparative quote from the supplier of the orchard sign.</p>
4.0	<p>Financial Implications:</p> <p>The Committee has an underspend of £3,694 on its 2024/25 floral displays budget (Budget Code 4623, Cost Centre 160). The floral display programme for 2024/25 has been completed, therefore it is recommended that a request is made to reallocate these funds to the skate park public artwork and/or safety signage displays.</p>
5.0	<p>Recommendations:</p> <p>That the Committee considers the options set out in the report and determines:</p> <ul style="list-style-type: none"> (i) The preferred quote for the type of sign to display the public artwork; (ii) The preferred design option for the signwriter to proceed with; and (iii) Whether to order a matching unit to display the safety & information sign, instruct the contractor to obtain further quotes or retain the single post mounted option.

Implications:		
Council objectives:	Compliance with legislative requirements and good risk assessment	X
Equalities & Human Rights	There are equalities and human rights issues	
Financial	There are no financial implications at this stage	
	There will be financial implications – see paragraph 2.0	X
	There is provision within the budget	X
	Decisions may give rise to additional expenditure	
	Decisions may have potential for income generation	
Legal	Power: Health and Safety Act & Disability Discrimination Act	
	Other considerations: None	
Risk Management	Material risks exist and these are currently being assessed.	
	- Inherent risk score:	
	- Residual risk score:	
Person originating this report: Nicola Joy – Assistant Clerk		
Date: 20th January 2025		

1.8m

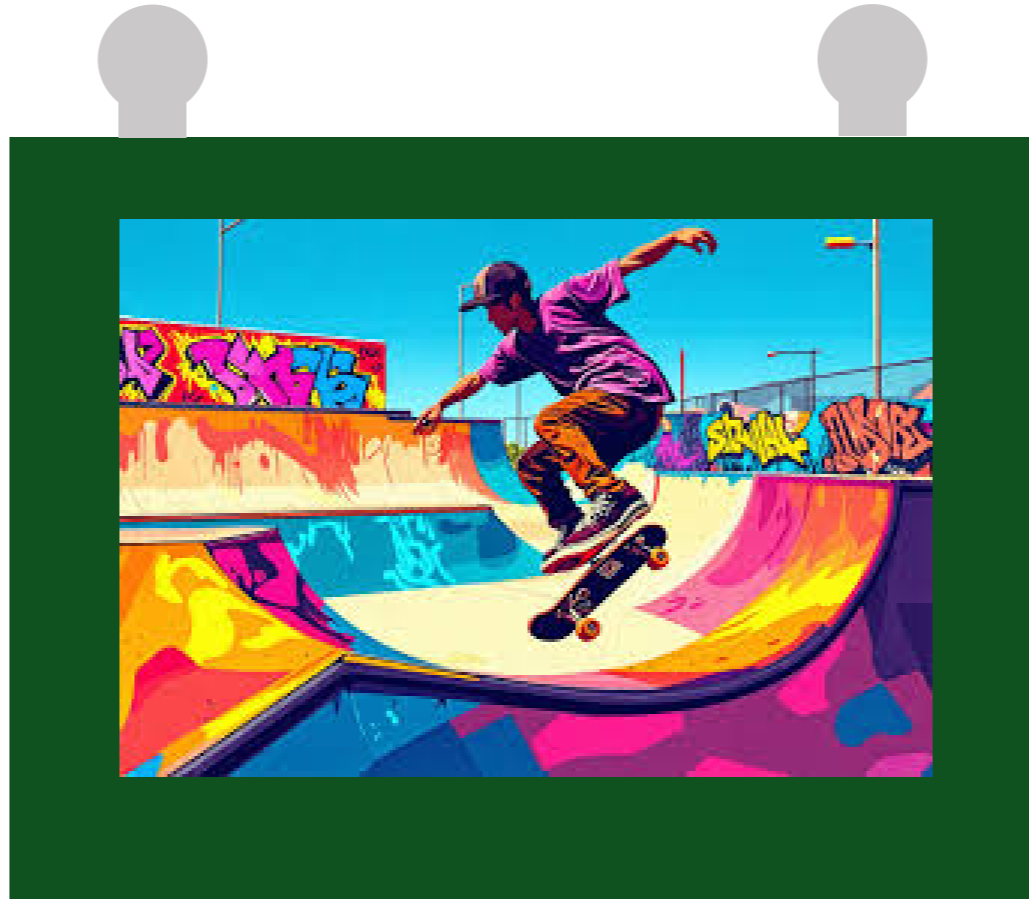
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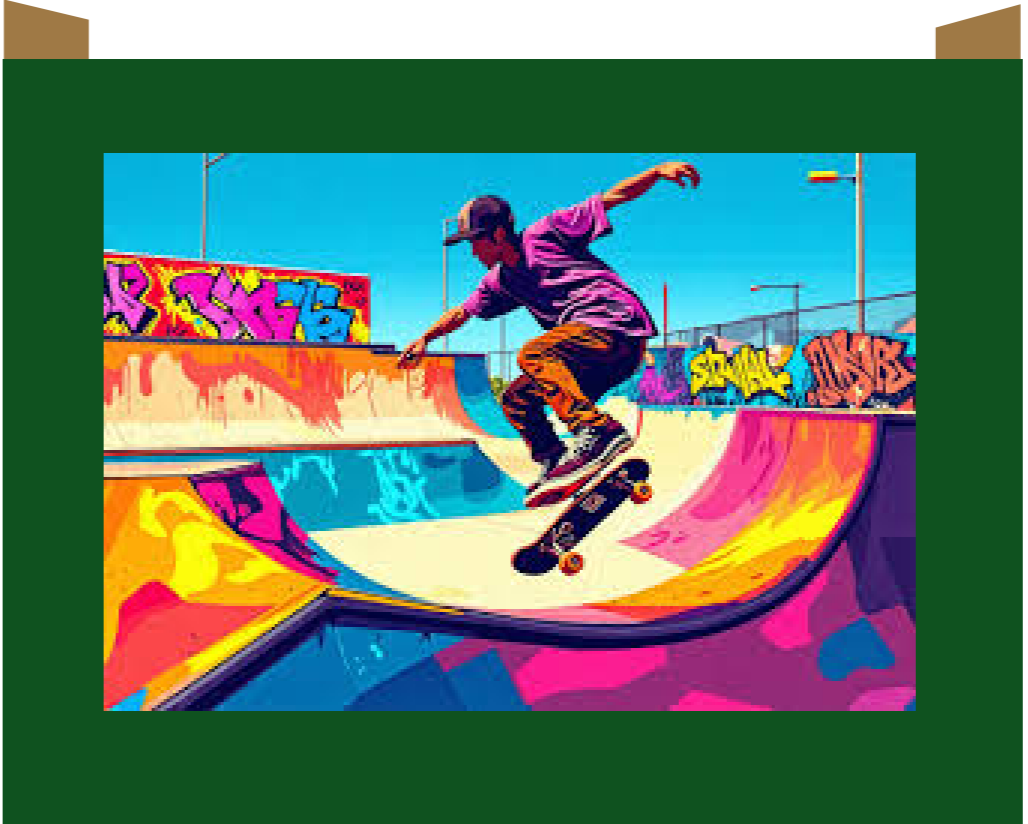
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3



4



1.2m





RAUNDS TOWN COUNCIL

Report to: ELR Committee
04 February 2025

Raunds Skate Park Grand Opening Event
Agenda item: ELR46.24

Summary:

To consider a quote from a skateboard and scooter coaching and events company to run a grand opening event for Raunds Skate Park.

Attachments:

1.0 Summary:

At the Full Council Meeting held on 14th January 2025 at agenda item FC126.24, it was resolved to obtain quotes for the provision of coaching, demonstrations and entertainment at a future opening event for Raunds Skate Park.

A quote has been obtained from a leading skateboard and scooter coaching and events company, which the skate park contractor has worked with in respect of similar events. Details of their offering are set out below, for consideration by the Committee.

2.0 Options and Financial Implications:

The company runs opening events for the vast majority of new skateparks constructed in the UK.

Standard Skate Jam = £1,500+VAT.

Event Details:

- Running from approximately 12pm to 4pm;
- The event team supply all equipment required such as gazebo, sound system, generator and wireless mics;
- The focus of the day is on fun competitions for local skateboard, scooter and BMX riders;
- The team bring along demo riders for each sport to give the crowd a buzz before the main action starts;
- The team also bring prizes for each of the sport disciplines, an MC and judges. The MC will make time during the day for the ribbon cutting and speeches;
- Public liability insurance is included and staff have First Aid training;
- The team also help with the promotion by designing a poster that can be shared across the Council's channels: website, social media, local schools, youth clubs etc.

There is an additional option for the team to arrive an hour early, to offer free skateboard coaching to local children/families who want to come along and have a go. Equipment such as skateboards, helmets and pads would be provided.

The company has availability on Saturday 22nd March 2025, which allows time for any over-run on the build and increases the likelihood of fairer weather.

3.0 Recommendation	<p>There is provision in the Committee’s budget for 2024/25 under Projects 320 / 4865 Youth Work. In the year to date, £2,832 from a budget of £7,000 has been spent, leaving £4,168 remaining.</p> <p>That the quote to run a grand opening event for Raunds Skate Park be approved, with a provisional opening date scheduled for Saturday 22 March 2025.</p>
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Implications:		
Council objectives:	Compliance with legislative requirements and good risk assessment	X
Equalities & Human Rights	There are equalities and human rights issues	
Financial	There are no financial implications at this stage	
	There will be financial implications – see paragraph 2.0	X
	There is provision within the budget	X
	Decisions may give rise to additional expenditure	
	Decisions may have potential for income generation	
Legal	Power: Health and Safety Act & Disability Discrimination Act	
	Other considerations: None	
Risk Management	Material risks exist and these are currently being assessed.	
	- Inherent risk score:	
	- Residual risk score:	
Person originating this report: Nicola Joy – Assistant Clerk		
Date: 20th January 2025		

ELR47.24 - ELR PROGRESS REPORT

Resolution	Action/Progress	Complete	Date Completed	Resolution/ Notes	Update Notes																																												
CCTV	Upgrade current infrastructure	ongoing		December 2024: RESOLVED to research options and costs to upgrade the Council's CCTV infrastructure.																																													
Bassfords Recreation Ground	Install new Hip Hop	ongoing		Oct 2024: RESOLVED to: Install a new like-for-like Hip Hop play equipment piece at Bassfords Recreation Ground during the 2025/26 financial year.	Hip Hop to be install in February 2025.																																												
Saddlers Play Area	Install new play equipment	DONE		Oct 2024: RESOLVED to recommend to Full Council to approve option 2 for the installation of new play equipment at Saddlers Play Area at £23,116.80 +VAT.	Install scheduled to start 14/01/2025 and should be completed by 23/01/2025. Assistant Clerk met with Contract Manager onsite on Thursday 14th November 2024. Installation completed 20th December 2024.																																												
Bio Diversity	Install Living Roofs and Order Seed Bombs	ongoing		Oct 2024; Order 500 seed bombs for £100.00; Install living roofs on the two Town Square bus shelters, with a maximum budget of £3400.00;	Seed bombs have been given out at Coffee/Film afternoons and the Christmas Market and Lights Switch on event. Residence can also collect from the Town Hall. Living Roofs installed on the 8th November 2024. Hedgehog Houses installed at the Cemetery, The Delves and Saxon Hall.																																												
Northamptonshire Churchyard Conservation Scheme	Improve Bio-Diversity at London Road Cemetery and St Peter's Churchyard	ongoing		April 2024: RESOLVED to contact the Northamptonshire Churchyard Conservation Scheme and book an advisory visit. July 2024: RESOLVED to (b)Designated mini meadow areas be sectioned off within London Road Cemetery; (c)Local schools be contacted to explore working in partnership through children building bug hotels, bird and bat boxes; (d)Volunteers be sought to tend to untended graves and plant mediterranean herbs; Oct 2024: RESOLVED to (b)Quotes be obtained for installation of a water feature; and (c)Quotes be obtained for a VE Day 80 commemorative bench	The Assistant Clerk met with the Conservation Officer on 5th July 2024. The Officer noted that a good range of habitats already exists but there are some improvements that could be made, for example installing bird and bat boxes and designating some areas as meadows. A full report with recommendations is to follow. UPDATE: Mini meadows marketed out and signage installed 14/8/24. Herb planting in untended graves took place on the 15th September. Emailed schools regarding bird boxes and bug hotels 16/09/24. Raunds Playgroup to make four Bug Hotels. 31/10/24: Four residents have adopted graves. Update 12/11/24: The Scouts 2nd Group would like to make bird boxes and bug hotels for the cemetery. Update: 09/1/25: Raunds Playgroup Bug Hotels are now in the Cemetery. The Scouts 2nd group have the materials and will be making Bird/Bat boxes and bug Hotels this month. Update: 20/01/25: The Scouts 1st Group have adopted 5 kerbside graves to clear and plant bulbs and herb in.																																												
Skate Park / Youth Activities	Plan required for long term regeneration of skate park.	ongoing		Funding in place and Planning Application submitted.	Stake Park Working party met 15 May 23 - concrete decided on, on agenda for May 2023. RESOLVED to instruct the Clerk to use the feedback from the Skate Park Working Group as the basis for drawing up a specification to obtain three designs and quotations via an open tender process in accordance with the Council's Financial Regulations. 11/07/23 - Update: First draft of Tender document complete, will be shared with members of the Working Party for feedback. 25/09/23 Tender deadline 11/10/23. Update: 13/10/23 - Three Tenders received to be reviewed at Full Council in November 2023. Working Party Meeting held 18th December 2023. Crowdfunding page to be launched 15th January 2024. Crowdfunder complete and target reached. Full Update at Full Council Meeting 9th April 2024. Planning Application has been submitted June 2024. Application is now out for consultation until 3rd August 2024. RTC Planning Committee met on 18 July 2024 and resolved to support the application. Planning application was approved 6th November 2024. Update: Contractor onsite from the 18th November 2024 to start works.																																												
Raunds Town App	Monitor usage / Photography Competition	ongoing		RESOLVED to launch a photography competition for the Raunds Town App from 01 January 2025.	Raunds Town App Download Figures May 2024 to 27th January 2025 <table border="1"> <thead> <tr> <th>Month</th> <th>Google Play</th> <th>Apple</th> <th>Total for the month</th> </tr> </thead> <tbody> <tr> <td>May</td> <td>5</td> <td>6</td> <td>11</td> </tr> <tr> <td>June</td> <td>56</td> <td>76</td> <td>132</td> </tr> <tr> <td>July</td> <td>57</td> <td>103</td> <td>160</td> </tr> <tr> <td>Aug</td> <td>68</td> <td>86</td> <td>154</td> </tr> <tr> <td>Sep</td> <td>115</td> <td>127</td> <td>242</td> </tr> <tr> <td>Oct</td> <td>68</td> <td>86</td> <td>154</td> </tr> <tr> <td>Nov</td> <td>34</td> <td>54</td> <td>88</td> </tr> <tr> <td>Dec</td> <td>13</td> <td>18</td> <td>31</td> </tr> <tr> <td>Jan (up to 27th)</td> <td>20</td> <td>18</td> <td>38</td> </tr> <tr> <td>Grand Total</td> <td>436</td> <td>574</td> <td>1010</td> </tr> </tbody> </table>	Month	Google Play	Apple	Total for the month	May	5	6	11	June	56	76	132	July	57	103	160	Aug	68	86	154	Sep	115	127	242	Oct	68	86	154	Nov	34	54	88	Dec	13	18	31	Jan (up to 27th)	20	18	38	Grand Total	436	574	1010
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By-laws / Public space protection orders.	Review annually	Monitor		Review annually, update as required. Subject to consideration at a future meeting of Full Council.	Review due before end of municipal year. 05/07/23 - NNC currently holding a consultation on PSPO's which closes on the 3rd August 2023. PSPO's for Bassfords recreation ground and Millfields (Raunds) during council events																																												
PENDING NOT RTC																																																	
Provision of a piece of public art at Warth Park	Review project	Monitor		Written to Roxhill regarding original artwork.	15/3/23 - Update: The developers (Roxhill) have been sold, enquires have been made to the new company who confirmed they are no longer going to keep to this commitment. Further to this at the Full Council meeting on 14/03/23 it was agreed the Council will actively monitor funding opportunities for Public Artworks. 05/07/23 - Town Clerk has spoken to Biz Space about taking on this project.																																												