

Northstowe Town Council

2023 Annual Town Meeting



Cllr Richard Owen, Town Mayor

Agenda

AGENDA ¹	
Reports from the TOWN COUNCIL	
7:00 pm	Welcome from the Chairman of Northstowe Town Council.
	Apologies for absence received.
	Minutes To approve the minutes of the Annual Town Meeting held on 16 th March 2022 as a true record of that meeting. ²
	Financial Report: Report on Council finances during the previous year. ³ <i>Mark Nokkert, Responsible Financial Officer</i>
	Annual Report: Report on Council activities during the previous year. <i>Cllr Richard Owen, Town Mayor</i>
	Questions from the floor
Reports from COUNTY AND DISTRICT COUNCIL MEMBERS	
7:30 pm	Report from County Councillor (for: Longstanton; Northstowe; Over) <i>Cllr Firouz Thompson</i>
	Report from District Councillors (for: Longstanton; Northstowe; Oakington & Westwick) <i>Cllr Natalie Warren-Green</i> <i>Cllr Tom Bygott</i>
	Questions from the floor
NORTHSTOWE COMMUNITY	
8:00 –	Northstowe Youth Work <i>Emma Whitbread, Romsey Mill, Northstowe Youth Development Worker</i>
8:30 pm	Northstowe Arts <i>Mari O'Neill, Director of Northstowe Arts</i>
	Sustainable Northstowe <i>Speaker TBC</i>
	Northstowe Hub <i>Speaker TBC</i>
	Questions from the floor

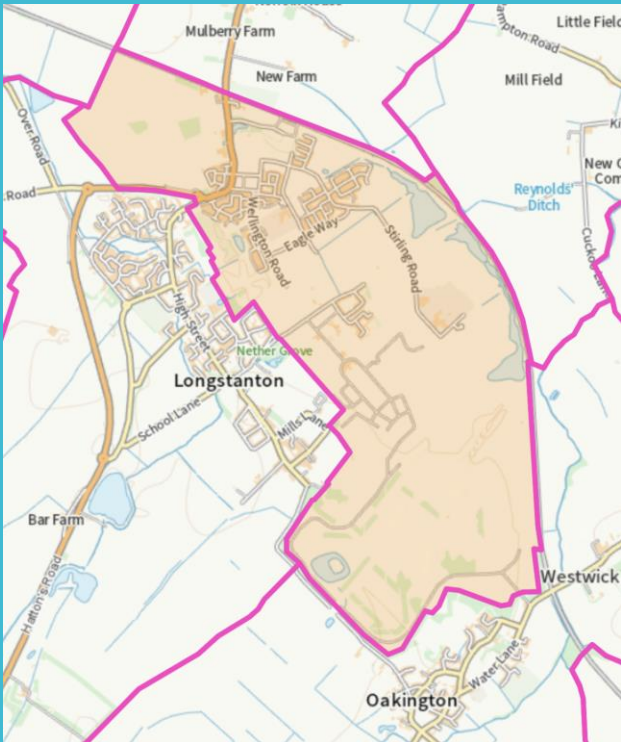
Cllr Richard Owen Town Mayor



Reports from the TOWN COUNCIL

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	Questions from the floor

Who are we?



- Northstowe Town Council represents Northstowe and Rampton Drift as first tier of local government.
- Uncontested elections in May 2022 for a 4 year term – 15 councillors in total, including 4 co-opted councillors.
- One full-time employee – Town clerk (Mark Nokkert).
 - Just hired Deputy clerk as second employee (0.7 FTE)
- Full council meetings every month as well as committees:

Town Council Committees

Planning Committee

Finance & Governance Committee

Personnel Committee

Events & Markets Committee

Assets and Asset Transfer Committee

NORTHSTOWE
TOWN COUNCIL

What have we done so far?

Committees /
Working Groups

- Our first responsibility has been to represent your interests!
- We have been a key voice for you through planning process
 - Representations on key applications, Northstowe Phase 3a/3b
 - Feedback on designs for interim and permanent community centre
- Northstowe Market
 - Launch of pilot market in January, weekly markets starting



NORTHSTOWE
TOWN COUNCIL

What have we done so far?

Committees /
Working Groups

- Our first responsibility has been to represent your interests!
- ParkPlay
 - Joint initiative with LPC
 - Funding secured to start as soon as PlayLeader hired (next slide)
- Leading on Northstowe Warm Hub / Community Lounge
 - Councillor led – working with network of volunteers
 - Grant funding extended through May; extra funding next 2 years?



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ParkPlay

Initiative run jointly with Longstanton PC.

Nationwide program with >50 ParkPlays around the country.

Free Saturday morning play sessions for all ages, throughout the year.

Start-up costs covered by Living Sport and SCDC funding, the only cost to us is the paid PlayLeader.

This will start on Western Park as soon as a PlayLeader is hired and trained.



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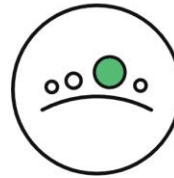
ParkPlay

What is ParkPlay?



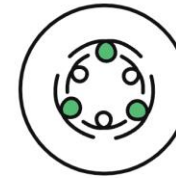
1.

It's two hours of free community play, every Saturday morning in a park or public space



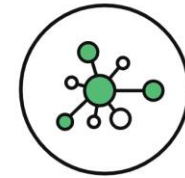
2.

It's active and inclusive games – all generations play together



3.

It's a safe, welcoming and inclusive way for people to connect and have fun



4.

It's run by the local community for the local community



Northstowe Town Council Events and Markets Committee

NORTHSTOWE MARKET UPDATE

Cllr Carla Bros Sabria
Lead of market development working group



Why a market?

- Delay in delivery of local centre has resulted in lack of both community and shopping facilities
- Promote healthy and environmentally friendly shopping habits
- Support local businesses
- +550 responses to community market survey in February 2022 – 96% said yes!
 - Based on responses to survey – we planned how the pilot for regular market should be

What have we done so far?

3 indoor market events

- Food and non-food stalls, indoor, outdoor and coffee truck
- Great attendance (+650, 12 stalls; +700, 22 stalls, March +450, 20 stalls)
- Positive feedback from traders
- +35 traders registering interest



Pathfinder School Main Hall
Northstowe - CB24 1AA

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What's in progress

Regular market (PILOT)

- Pilot for 6 months, April to September
- Weekly Sundays mornings
 - At the Green
 - Small number of stalls selling food, focus on daily basics
- Monthly indoor markets
 - Greater variety of food and non-food and craft stalls
 - Interim Community building
 - June onwards



Market updates

- Upcoming Northstowe markets **logo community competition** (details TBC)
- Dedicated social media and website page for markets -> volunteer lead wanted

Contact us

- Volunteering
- Feedback or comments on market



markets@northstowetowncouncil.gov.uk

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What have we done so far?

Representation on external groups

In addition to formal committees, we represent Northstowe residents across many different areas:

- Phase 1 Open Space group (with Greenbelt, SCDC, L&Q)
 - Working to resolve residents issues with maintenance and ensure questions are addressed.
- Northstowe Support Partnership / Youth Partnership
- Northstowe Faith Strategy Group
- Heritage Building Working Group
- Northstowe Delivery Group (with SCDC, CCC)
 - Overseeing progress on community buildings
 - Feedback on designs for community centre, feeding into wider plans for local centre

What have we done so far?

- Helped support Northstowe events:
 - Northstowe Day
 - Jubilee event
 - Remembrance Sunday event
 - Christmas events (coordinated with Northstowe Arts)



Images:
@northstowefoodies
@northstoweS
@cambridge105
@northstowearts

NORTHSTOWE
TOWN COUNCIL

Staffing – current



- One of our most important early tasks was to recruit and employ our first Town clerk & RFO.
- Mark Nokkert has been Town clerk since August 2021!
- Workload is growing with the Town Council's responsibilities, and we have been searching for a Deputy clerk to help Mark.
- Hired a Deputy clerk (0.7 FTE) starting very soon!

Staffing – next year's plans

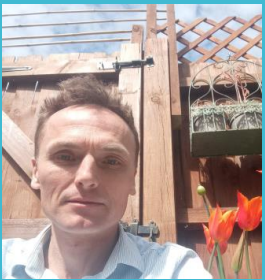
In addition to Mark and Petra, we are planning to hire two further part time **staff** members over the next 12 months:

- Markets Manager (at 1.5 days / week)
- Facilities Manager (at 1.5 days / week)

As Northstowe grows, we'll need to gradually increase staffing to cover the increased responsibilities.

Finances – 2022-23

Mark Nokkert,
Responsible Financial
Officer



Our budget and financial transactions are available for viewing on the Town Council website.

Most of our income stems from precept; as this is part of Council Tax we need to manage this responsibly.

'22-'23 precept: £88,250.86

(£86.09/year for a band D household).

Finances – 2022-23 cont.

Income '22-'23:

- Budgeted for: **£101,083.86** In reality: **£122,441.52**

Difference caused by:

- √ Additional tranche of S106 contribution
- √ Additional income streams:
 - £8,000 grant fund CPCA via SCDC – for market development
 - £620 grant from C. ACRE - for Warm Hub delivery
 - £500 from Friends of the Wing – towards noticeboard
 - £765: fees winter market events.
- √ £1,000 sponsorship Christmas tree: Greenbelt & Homes England

Finances – 2022-23 cont.

Expenditure '22-'23:

- Budgeted for: £100,972.50 In reality: £66,135.32

Difference caused by (main ones):

- Delay in recruitment additional staff
- Delay in occupying & equipping Council office space;
- No election costs; no external specialists
- Less spent on: events and markets; community grants

Finances – 2022-23 cont.

Reserves:

General Reserve on 1st April 2022: £51,700.03

General Reserve on 31st March 2023: **£84,711.57**

Earmarked Reserves (on 31st March 2023): A total of **£45,072.16**:

- 'Town Boards' (S106) - £34,062.16; and
- 'Community Endowment' (S106) - £11,010.00

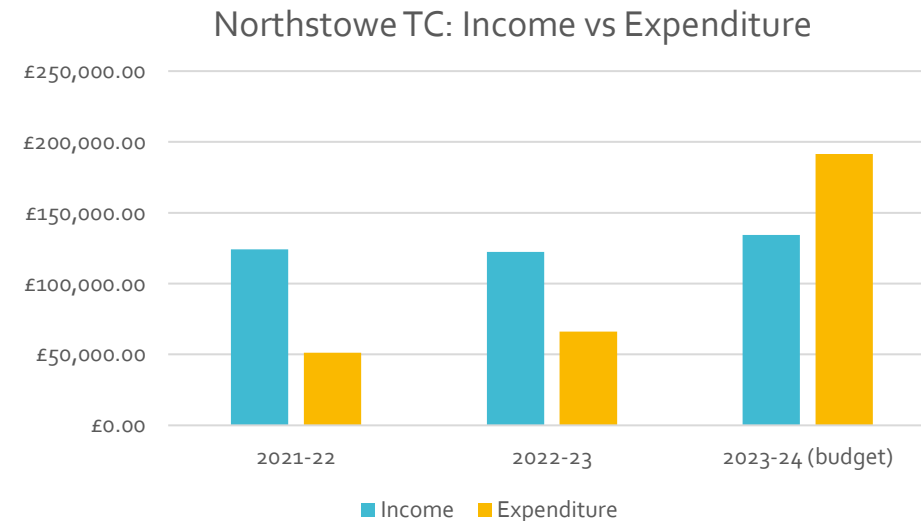
Finances – 2023-24

➤ Estimated Income for '23-'24: **£134,344.41**:

- Precept: £111,159.41
- Income streams (market fees: facilities hire; other): £20,185
- Sponsorship and grant funding: £3,000

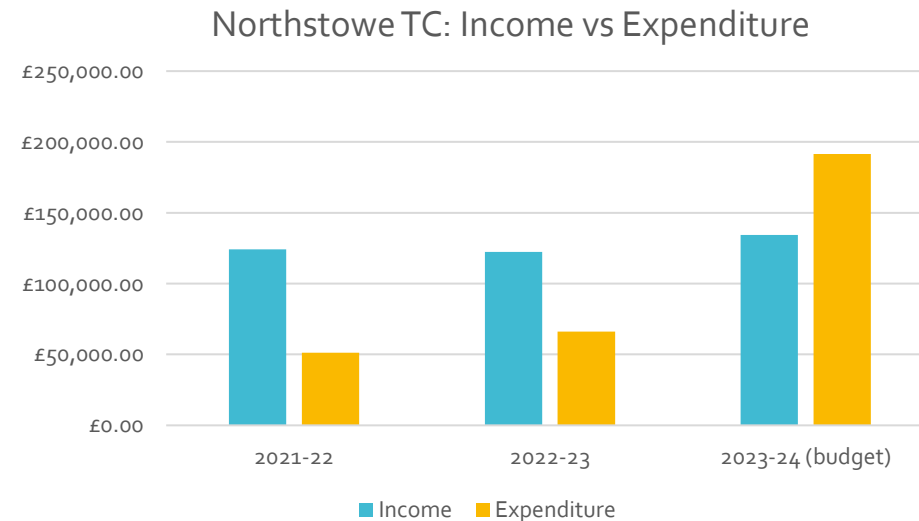
➤ Budgeted Expenditure for '23-'24: **£191,457.77**

NB: This includes use of Earmarked Reserves (£5,000 for Park Play; £5,000 for noticeboards)



Finances – 2023-24 – cont.

- Key reasons for increased expenditure in '23-24 budget:
 - ✓ Expansion of central **staffing**: Deputy Clerk; Market Manager; Facilities Manager.
 - ✓ Hiring fixed **office**: hire costs and fitting out office space.
 - ✓ Increase of funds allocated to the Council's Community **grant scheme**.
 - ✓ Managing a pilot weekly **market** in Northstowe;
 - ✓ The Council is exploring options to run the **sports pavilion and facilities** - costs, including legal advice, are factored into budget



Finances – 2023-24 – cont.

'23-'24 precept: **£111,159.41**

Band D household equivalent: **£86.09**

The Council has **decided to keep the precept the same as last year** and will use some of our reserves.

Some budget items have contingency built in; may not use all of the amount estimated for budget.

What's Next? Community Buildings

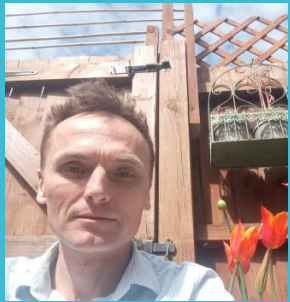
Interim community facilities being put in place (building arriving tomorrow) – planned opening in June.

- Town Council will be hiring office space at the interim centre.

Plans for permanent community centre being put in this summer, NTC has given input to plans through Northstowe Delivery Group.

Sports Pavilion being built now – planned to open this summer.

- NTC exploring options to manage and run sports pavilion and sports facilities / fields next to them.



Do you have any questions
for the Town Council?

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