

# Northampton Diverse Communities Forum

on Thursday, 23 January 2020 at 11:00 am until not later than 1:00 pm

in The Holding Room, The Guildhall, St. Giles Square, Northampton, NN1 1DE

## Agenda

1. **Welcomes, introductions and apologies**
2. **Minutes and matters arising**
3. **Windrush Event 2020**
4. **Northampton Unitary Update**
5. **Community news exchange**
6. **Diverse Forum-Future agenda items**
7. **Date Of Next Meeting**

Map and directions at: [www.northampton.gov.uk/guildhall](http://www.northampton.gov.uk/guildhall)

For more information about this meeting please contact:  
Jamie Wells - Community Safety & Engagement Officer.



[jwells@northampton.gov.uk](mailto:jwells@northampton.gov.uk)



Tel: 01604 838729



More information about the Forum generally is at: [www.northampton.gov.uk/forums](http://www.northampton.gov.uk/forums)



Facebook page:

[https://www.facebook.com/groups/1773994632647169/?source\\_id=153557208040869](https://www.facebook.com/groups/1773994632647169/?source_id=153557208040869)

Please note that this Forum is supported and funded by Northampton Borough Council. The Forum may work in partnership and collaboration with other community groups, councils and local services from time to time. The views expressed and decisions taken by the Forum are not necessarily those of Northampton Borough Council.



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## **Code of Conduct for the Forums**

This Code of Conduct sets out the standards that the Forums expect of its members. It aims to provide members with an effective ethical framework in which to do business. It is not intended to be exhaustive, or to cover every eventuality, but sets out some common sense requirements to enable the forums to function smoothly and successfully.

It is the responsibility of the Chair to encourage and enable input from forum members, to ensure all voices are heard.

### **1. Meeting Etiquette**

As an attendee you must comply with the following requirements and any others that may be stated from time to time:

- 1.1** Contribute positively to discussions concerning the issues of the meeting
- 1.2** Be friendly, polite, courteous and respectful at all times to fellow members, and others present
- 1.3** Not insult, abuse or use offensive language or behaviour
- 1.4** Comply with Northampton Borough Councils Equal Opportunities Policy
- 1.5** Demonstrate actively that you are interested in and care about the issue that you are discussing and want to make a positive difference
- 1.6** Show respect for buildings, facilities and equipment being used
- 1.7** Speak only through the Chairman of the meeting and not interrupt, heckle, make distracting noises or gestures
- 1.8** Speak clearly into any microphone provided and comply with any instructions given about its use

### **2. Being Objective**

- 2.1** Your own experience and views should inform, but not dominate or dictate how you participate.
- 2.2** If you have a specific issue with regards to a service matter to raise these can be discussed with a member of staff at the end of the each meeting or you can ask for the appropriate officer details. Meetings attended by other residents are not the place to raise any issues of this nature.
- 2.3** Be Fair
- 2.4** You must have and show respect for the people you deal with, and take their circumstances and personal differences into account. This is about putting equality into practice. The key is simply to respect differences fairly, so that you do not exclude anyone, or treat anyone inappropriately or unfairly because of their particular circumstances.

### **Breaching the Code of Conduct**

If any person's behaviour breaches this Code of Conduct, they will be required to leave the meeting and vacate the premises where it is being held. They will not be permitted to attend future meetings unless they provide satisfactory evidence to Northampton Borough Council that they will comply with the Code – e.g. a letter of apology.

If you would like further information or if you would like to discuss the Code of Conduct please contact Vicki Rockall, Partnerships and Communities Manager at [vrockall@northampton.gov.uk](mailto:vrockall@northampton.gov.uk) or on 01604 837074

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## Northampton Borough Council-Northampton Diverse Communities Forum

Thursday 21<sup>st</sup> November at 11am-1pm

Attendance: Pauline Woodhouse (PW Co Chair), Jamie Wells NBC (JW), Christian Buckenham Northants Police (CB), Rachel Packman Northants Police (RP), Shelly Parker NBC (SP), Howard Parkinson NBC (HP), Nexhmije Muja, Elona Latifi (EL), Mavis Munderwa (MM)

### 1. Welcome, Introductions and Apologies

PW welcomed everyone to the meeting and introductions made. Apologies were received from: Neelam Aggarwal, Cllr J Hill, John Rawlins, Matthew Toresen

### 2. Minutes & Matters Arising

PW reviewed the previous minutes. No comments. Minutes were agreed as a true record.

CB/RP updated on the Chief Constable Supper - 17th October 2019. This is an annual community event where we have community stands, speeches and opportunity to meet and network. The event is invite only. If you would like to be added to our database for 2020, please contact CB or RP.

### 3. Guildhall Facilities – Catering

SP & HP introduced themselves and asked the Diverse Forum for feedback as to why they thought that nobody applied for the catering contract at NBC. NBC are losing business as they are unable to provide catering for different communities in the town. What do you think we are doing wrong? PW recommended Coconut Grove Café, The Mews, Gold Street. **Action:** PW to give SP's contact details. Discussed making contact with Pindy Chahal re Bangladeshi restaurants. It was discussed the tender process may be too difficult and put people off applying. Agreed that Catering would support any potential suppliers in the process. **Action:** RP / CB to give Catering (HP/SH) contact details they hold on file.

### 4. Albanian Dancing Project in Schools

EL introduced herself and promoted an event she would like to run in the summer 2020. The event is open to all communities and they want to bring children together, ages 11-14 promoting Folk Dance. The vision is this would be an outside event, possible market square and welcome for all communities and all types of dancing. Discussed in detail and agreed that moving forward the Forum could promote the event. The forum can support by advertising, directing and sharing with community centres. **Action:** JW to contact EL and give details of The Deco / other community centres in respect of making contact to set up a small dance group initially so that all children can join. Link with F2T. MM to meet with EL after the meeting to link in with Growing Together. RP advised EL that to work with children the appropriate paperwork would be needed – DBS, Safeguarding etc. **Action:** JW to send Government link. Agreed that once small group set up to come back to the forum to move forward and support further.

### 5. Government Windrush Grant

Cllr Hill asked JW to share information re 2020 Windrush Day. Link:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/844786/20\\_Windrush\\_Day\\_Guidance\\_for\\_Applicants\\_Nov\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/844786/20_Windrush_Day_Guidance_for_Applicants_Nov_.pdf)

The grant is available for organisation that run community led projects seeking to celebrate, commemorate and educate about the Windrush Generation. Minimum funding £2,500 - £25,000. June 22<sup>nd</sup> 2020 marks National Windrush Day each year. Criteria is to Educate, bring community groups together and celebrate and recognise the Windrush Generation. Unfortunately we are too late to apply this year (deadline 8<sup>th</sup> December 2020) however JW suggested setting up a small working group to support arranging an event 22<sup>nd</sup> June 2020. PW agreed and suggested that MW / JC and JR involved. **Action:** Please contact JW if you would like to be part of the Working Group. Add to the Action Plan and PW also asked to review previous minutes. Work has been carried out already, previous minutes where Common Law Services presented. PW asked JW to put together an initial brief and build on. Added as an agenda item for January 2020.

## 6. Community News Exchange

**30th November** United African Association Caribbean Festival :- Live Music, Crafts, Fashion Competition, Story Telling, Dance, Poetry, Information Stands, Children’s Games, Caribbean Food and African Food. Event running from 1pm until Late. All very welcome Free Entry. Further information [www.uaassociation.org](http://www.uaassociation.org)

**30th November** Bellinge Community House Fundraiser. 10.30 – 12.30. Arts & Crafts, Books, Christmas Hampers. Cllr King Auctioneer. Idverde Christmas cake. All welcome

**15th December** Bellinge Community House – 16.30 – 17.30 Carols in the Square / 18.00 Carols in the Pub. Community event for all. For all children there will be a Christmas gift.

**22nd November** NBC – International Men’s Day. Guildhall 4.00 – 6.00 pm followed by Charity Live Music & Comedy at Charles Bradlaugh 7pm till Late.

## 7. Items for Discussion at the Next Meetings

The following items were added for the next meeting:

1. Windrush
2. Action Plan Update
3. Suggestion Chaplain to attend from University, Cricket, Saints or Football. **Action:** RP to share contact details to JW and JW to make contact to see if available to attend next forum.

## 8. Date of Next Meeting

23<sup>rd</sup> January 11.00 – 13.00 NBC, Holding Room

2020 Dates:

Date	Time	Room
23 Jan 2020	11:00 - 13:00	Holding Room - The Guildhall
19 Mar 2020	11:00 - 13:00	Holding Room - The Guildhall
21 May 2020	11:00 - 13:00	Holding Room - The Guildhall
23 Jul 2020	11:00 - 13:00	Jeffery Room - The Guildhall
17 Sep 2020	11:00 - 13:00	Holding Room - The Guildhall
19 Nov 2020	11:00 - 13:00	Holding Room - The Guildhall

## 9. AOB

MM asked if there was support from agencies following the Men’s Day event. JW advised that at the event there are a lot of stalls with contacts and links shared.

Meeting closed at 12.