



DUSTON PARISH COUNCIL

Duston Community Centre, Pendle Road, Duston
NORTHAMPTON NN5 6DT Tel: 01604 583626

Email: office@duston-pc.gov.uk Website: www.duston-pc.gov.uk

6th December 2016

NOTICE OF MEETING OF PARISH COUNCIL

The next Finance and Facilities Committee Meeting will be held at
Duston Community Centre, Pendle Road, Duston
on Monday 12th December 2016

Members of the Public and Press are invited to address the Council at its Public Session from
7.00pm to 7.15pm

SPEAKING AT COUNCIL MEETINGS

Persons (other than Members) wishing to address Council may register their intention to do so at the above address by telephone or email by 12 noon on the day of the meeting and may speak for a maximum of 3 minutes

| Item No | AGENDA | RESOLUTION NO |
|---------|--|---------------|
| 1 | Apologies for absence, if any To accept the apologies received from Councillors not in attendance | R/16-17/167 |
| 2 | Declaration of interests: <i>Councillors are reminded that if they have either a Disclosable Pecuniary interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate.</i> | |
| 3 | Public Session | |
| 4 | Minutes To sign the minutes of the meeting held on 14th November 2016 | R/16-17/168 |
| 5 | To receive an update from the Action Points from the previous Finance & Facilities meeting held on 14th November 2016 <ul style="list-style-type: none"> • DC to liaise with an agent regarding review of the commercial rents • DC to obtain 2 further quotes for the kitchen windows at DCC • Reinstatement works to the Cotswold Room & The Green room (<i>agenda item 13</i>) • Cllr Huffadine-Smith to take documentation to bank (<i>withdrawn 15/11/16</i>) • To establish details of the contract with NBC regarding the CCTV • To obtain 3 quotes for the redecorating of the Main Hall at St Luke's Centre | |
| 6 | Finance To approve the invoices received in November (received since last meeting on 14th November 2016) previously circulated and December invoices received to date circulated at the meeting | R/16-17/169 |
| 7 | To approve the bank reconciliations for the month of November 2016 circulated at the meeting for the two bank accounts, petty cash, youth, community float and hospitality float | R/16-17/170 |
| 8 | To approve a transfer from Business Saver*58 to Community Account *80 – amount to be tabled at meeting | R/16-17/171 |
| 9 | To discuss and agree banking arrangements during the period 19th December 2016 – 30th December 2016 | R/16-17/172 |
| 10 | To review the budget documents and formulate recommendations regarding precept for Full Council circulated at the meeting | |
| 11 | To receive a quotation to purchase additional tables for the café/bar at Duston Community Centre | R/16-17/173 |
| 12 | Grant applications To receive Cllr Huffadine-Smith's recommendations on grant applications received | R/16-17/174 |

Chairman Frances Jones

Vice Chairman John Caswell

Making Duston a Great place to Live, Work and Play

NCALC Council of the Year 2013

East Midlands In Bloom Bronze & Judges Award 2016 and Northampton In Bloom Gold Award 2016

| | | |
|-----------|--|--------------------|
| | to date | |
| 13 | <u>Facilities</u> To receive an update from the DC on the Parish facilities to include: Drainage update regarding STL Reinstatement works to Cotswold Room & The Green Room To discuss the quotes received in respect of redecoration of the Main Hall at The St Luke's Centre To discuss the café area at St Luke's Centre To receive an update on debtor accounts To discuss the three month agreement with The Squirrels | R/16-17/175 |
| 14 | To discuss the security of staff and lone working in the Parish Office / Facilities Office | |
| 15 | The date of the Next Meeting Monday 16th January 2017 at Duston Community Centre | |

Philippa Page
 Deputy Clerk
 Deputising on behalf of
 Lynn Lavender MA MILCM - Parish Executive Officer

Chairman Frances Jones

Vice Chairman John Caswell

Making Duston a Great place to Live, Work and Play

NCALC Council of the Year 2013

East Midlands In Bloom Bronze & Judges Award 2016 and Northampton In Bloom Gold Award 2016

Chairman Frances Jones

Vice Chairman John Caswell

Making Duston a Great place to Live, Work and Play

NCALC Council of the Year 2013

East Midlands In Bloom Bronze & Judges Award 2016 and Northampton In Bloom Gold Award 2016