



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

7th March 2017

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 13th March 2017

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/16-17/260
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 13th February 2017	R/16-17/261
5	To receive an update from the Action Points from the previous Finance & Facilities meetings <i>17th October 2016:</i> <i>Committee to review bank accounts yearly at the start of the financial year</i> <i>12th February 2017</i> <i>PEO to complete the Fidelity Insurance Form which as much information as possible to be agreed at Full Council 2 March 17 (Action PEO)</i> <i>PEO to write to resident regarding Psychic Fair complaint (Action PEO)</i> <i>PEO to establish how much other nurseries charge for their childcare provision (Action PEO)</i> <i>Trophy Cabinets to be deferred to next Finance & Facilities Committee Meeting on 13th March (Action PEO – agenda item -13)</i> <i>PEO requested clarification from the Committee on exactly the information required, i.e. what do you want analyzing (Bookings – Action Committee)</i> <i>PEO to liaise with Health & Safety Officer, Gary Deer for his advice on the Security Report from Brenda Hart, Crime Prevention Officer on Lone working (agenda item 15)</i> <i>Councillor Caswell to provide minutes where it is recorded that the Vice Chairman of the Committee would chair the meeting (Action Cllr Caswell)</i>	
6	Finance To approve the invoices received in February (received since last meeting on 13th February 2017) previously circulated and March 2017 invoices received to date circulated at the meeting	R/16-17/262
7	To receive the Budget Detail by Centre for the financial year 2016/2017	

Chairman Frances Jones

Vice Chairman John Caswell

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8	To approve the bank reconciliations for the month of February 2017 previously circulated for the two bank accounts, petty cash, youth, community float and hospitality float	R/16-17/263
9	To approve a transfer from Business Saver*58 to Community Account *80 – amount to be tabled at meeting	R/16-17/264
10	To discuss the quote from Garrod & Co Ltd regarding an alternative till to the EPOS system and action plan	R/16-17/265
11	<u>Grant applications</u> To receive Cllr Huffadine-Smith's recommendations on grant applications received to date	R/16-17/266
12	<u>Facilities</u> To receive an update from the PEO/DC on the Parish facilities to include: <u>St Luke's</u> To discuss storage on site and agreed action plan To discuss the purchase of a Garden blower To discuss purchasing a temporary green house for the Youth Club	R/16-17/267
13	<u>Duston Community Centre</u> To discuss the quotes received for the Trophy Cabinets To discuss additional outside signage	R/16-17/268
14	<u>Duston Sports Centre</u> To receive an update on water runoff into Timken Way North	
15	To receive an update on the advice from the Health & Safety Officer on the report on the security of staff and lone working in the Parish Office / Facilities Office and action plan	R/16-17/269
16	The date of the Next Meeting Monday 24 th April 2017 at Duston Community Centre	

Philippa Page

Deputy Clerk on behalf of
Lynn Lavender MA MILCM
Parish Executive Officer

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