



**DUSTON PARISH COUNCIL**

Duston Parish Council  
Duston Community Centre  
Pendle Road  
Duston  
Northampton  
NN5 6DT

**FULL COUNCIL**

25<sup>th</sup> March 2021

Dear Councillor,

You are hereby summoned to a meeting of Duston Parish Council, which will be held online, on **Thursday 1<sup>st</sup> April 2021 at 6.30pm** when the following business will be transacted.

<https://zoom.us/j/5414793137?pwd=U1FxWHNIWTVSaGNEb1V0UDdUT2RxUT09>  
Meeting ID: 541 479 3137  
Passcode: 641649

**AGENDA**

**144.** To receive apologies for absence

**145.** To receive and approve the minutes of the meeting held on Thursday 4<sup>th</sup> March 2021 - (APPENDIX A)

**146.** To receive declarations of interest under the Council's Code of Conduct related to business on the agenda (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).

**147. Public Participation Session**

*(Persons wishing to address Council on an agenda item 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).*

**148. Police Report**

- To receive the Police Report for the last period (APPENDIX B).

**149. Parish Boundary Signs**

- To approve arrangements for new parish boundary signs (APPENDIX C).

**150. Adoption of Duston Village Phone Box**

- To consider the adoption and arrangements for the decommissioned phone box in Duston village.

**151. Litter in the Parish**

- To consider issues around litter in the parish.

**152. Future Community Governance Review**

- To discuss considerations for a future community governance review.

**Justin Gleich**  
**Duston Parish Clerk (signed on original)**



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**MINUTES 4<sup>th</sup> March 2021**

**CHAIRMAN:** Councillor Pape, in the Chair

**PRESENT:** Cllrs Huffadine-Smith, Enright-King, Maitland, Golby, Stonehouse, Bottwood, Ingram and Nish.

**IN ATTENDANCE:**

Gary Youens – Deputy Parish Clerk

**129. To receive apologies for absence**

- Apologies were received from Cllrs Pepper and Patel.

**130. To receive and approve the minutes of the meeting held on Thursday 4<sup>th</sup> February 2021 - (APPENDIX A)**

- Council resolved to approve the minutes

**131. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda**

- There were none

**132. Public Participation Session**

- There were no public speakers

**133. Planning Committee Update**

- Council noted the update (APPENDIX B)

**134. Engagement and Environment Committee Update**

- Council noted the update (APPENDIX C)

**135. Bank Reconciliations**

- a) Council resolved to approve the bank reconciliations for December 2020 (APPENDIX D)
- b) Council resolved to approve the bank reconciliations for January 2021 (APPENDIX E)

**136. Invoices for Approval**

- a) Council resolved to approve the invoices for December 2020 (APPENDIX E)
- b) Council resolved to approve the invoices for January 2021 (APPENDIX G)

**137. Grants**

- Council resolved to award Duston Village Hall the grant pending satisfactory documentation being presented to the Clerk regarding the installation (APPENDIX H)

**138. Transfer of Footpath and Right of Way on Timken Estate**

- a) Council resolved in principle to adopt both the footpath and Right of Way and enter into discussions with David Wilson Homes (APPENDIX I).
- b) Council resolved to see if it is also possible to obtain the Public Open Space adjacent to the footpath.
- c) Council resolved to give final approval at a future meeting once negotiations are complete.

**139. Committee Terms of Reference**

- Council resolved to agree the amendments to the Standing Orders (APPENDIX J)

**140. Allocation of Funds Raised Through Crisp Packet Collection**

- Council resolved to delegate to the Clerk, with Cllrs Maitland and Stonehouse as consultees, the distribution of the funds to the local uniform groups.

#### **141. Covid Commemoration**

- a) Council resolved to purchase three commemorative benches including a plaque with the words "There is hope 2020/21". The commemorative benches would feature the rainbow pattern.
- b) Council resolved to purchase three benches and seek permission to put them in the following locations
  - a. The Bus Stop on Weggs Farm Road next to the Parish Noticeboard.
  - b. Newton Road Public Open Space
  - c. Bants Lane. This would be require the bench next to the allotments and bus stop and using this bench to replace the old wooden bench outside Templemore.
- c) Council resolved to delegate to the Clerk with Cllrs Maitland and Stonehouse as consultees (APPENDIX K).

#### **142. Management of Timken Estate**

- Council noted the verbal update following the Council meeting on 20<sup>th</sup> January 2021.

#### **143. Support for Local Litter Pickers**

- Council resolved to congratulate local litter pickers in helping to keep Duston clean and offer help once Covid restrictions allow.





PC 61 Kellie BUTLER  
PCSO 7140 Lee SHELTON  
PCSO 7037 Beth ALLWORK

Northamptonshire Police  
Northampton Neighbourhood Policing Team  
Mereway Fire & Police Station  
MEREWAY  
Northampton  
NN4 8BW

**Telephone: 101**

**Follow us on Twitter: [@NptonPolice](https://twitter.com/NptonPolice)**

**Like us on Facebook: [NorthamptonPolice](https://www.facebook.com/NorthamptonPolice)**

Tuesday 2<sup>nd</sup> March 2021

**Duston Parish Council Police Report.**

Ladies and Gentlemen,

Please find below the Crime Figures for 2021.

	<b>Burglary Residential</b>	<b>Burglary Non-Business</b>	<b>Criminal Damage</b>	<b>Vehicle Crime</b>
<b>January</b>	5	0	4	4
<b>February</b>	6	0	5	11
<b>March</b>				
<b>April</b>				
<b>May</b>				
<b>June</b>				
<b>July</b>				
<b>August</b>				

Northamptonshire Police – Protecting people from harm.

**CRIMESTOPPERS 0800 555 111**

*'If you have any information about an offence you can contact the independent crime-fighting charity Crimestoppers anonymously on **the above number** or through their anonymous online form at [www.crimestoppers-uk.org](http://www.crimestoppers-uk.org). No personal details are taken, information cannot be traced or recorded and you will not go to court.'*

<b>September</b>				
<b>October</b>				
<b>November</b>				
<b>December</b>				

Below are details how to contact us:

Telephone: 999 in an emergency, for non-urgent matters you can call 101.

To avoid waiting on the telephone, we recommend making use of our online system, it's quick and easy, and has lots of useful advice which may answer your query, you can report online in the following ways:

Crimes and Incidents: [www.northants.police.uk](http://www.northants.police.uk) – click the report button.

Give Information: [www.northants.police.uk/contact/cubp/northants/tell-us-about-something-youve-seen-or-heard/](http://www.northants.police.uk/contact/cubp/northants/tell-us-about-something-youve-seen-or-heard/)

Or Anonymously at:

[www.crimestoppers-uk.org/](http://www.crimestoppers-uk.org/) or by telephone 0800 555 111.

To submit Dashcam footage:

[www.northants.police.uk/police-forces/northamptonshire-police/areas/northamptonshire-force-content/about-us/about-us/operation-snap-northamptonshire/](http://www.northants.police.uk/police-forces/northamptonshire-police/areas/northamptonshire-force-content/about-us/about-us/operation-snap-northamptonshire/)

For Thanks and Complaints:

<http://www.northants.police.uk/fo/feedback/tc/thanks-and-complaints/>

Sign up to Neighbourhood Alert: <https://www.northants.police.uk/advice/advice-and-information/wsi/watch-schemes-initiatives/as/northants/neighbourhood-alert/>

Are you aware of our Social Media Channels:

We are on Facebook: [www.facebook.com/northamptonpolice/](http://www.facebook.com/northamptonpolice/)

We are on Twitter: [www.twitter.com/NptonPolice](http://www.twitter.com/NptonPolice)

Finally you can email us at: [NeighbourhoodTeamNorthampton@northants.pnn.police.uk](mailto:NeighbourhoodTeamNorthampton@northants.pnn.police.uk), however this is not an appropriate method to report crimes and incidents as it is not monitored 24/7.

Anti-social behaviour isn't only caused by 'young people' – if you are affected, please do let us know.

Anti-social behaviour includes but is not limited to:

- Disruptive, noisy behaviour in otherwise quiet neighbourhoods.
- Night time noise from houses or gardens, especially between 11pm & 7am.
- Threatening, drunken or 'yobbish' behaviour.
- Vandalism, graffiti and fly-posting.
- Dealing or buying drugs on the street.
- Litter and fly-tipping rubbish.
- Aggressive begging.
- Drinking in the street.
- Setting off fireworks late at night.

Northamptonshire Police – Protecting people from harm.

**CRIMESTOPPERS 0800 555 111**

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- Abandoning cars on the street.

General parking issues were decriminalised some years ago. All but obstruction offences are now dealt with by the County Council – please visit their website for further guidance or advice:  
<http://www.northamptonshire.gov.uk/en/councilservices/Transport/parking>

Kind Regards  
(PC 61 Kellie BUTLER)

Northamptonshire Police – Protecting people from harm.

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## Duston Activity for February 2021

Action taken by officers and PCSO's this month – February 2021.

- Arranged for increased patrols around Sixfields due to recent ASB issues
- Foot patrols on MENDIP ROAD
- Foot patrol around Newton Road, Limehurst Square
- Engagement with residents on NORTHFIELD ROAD as part of ongoing ASB
- Attend the Squirrels pub in relation to breach of Covid – no issues raised
- Foot patrols around Weggs Farm Road
- Engage with residents in New Duston
- Foot patrol around St Crispin Crescent and engaged with residents
- Set up a new Neighbourhood Watch Scheme in this area
- Welfare check for a missing child on Duston
- Bike patrol around Duston after reports of a missing person suffering with MH
- Reassurance visits within Duston
- Abandoned vehicle removed from New Sandy Lane
- Foot patrols and engaged with staff at St Luke's Primary School
- Foot patrols and engaged with staff at St Luke's Primary School
- Foot patrols carried out along Bristle Street in regard to possible drug dealing. Between the hours of 22:00-23:30 including the car park entrance is off Scribes Drive.
- Letter drops on Malpas Drive and Eastfield Road by PCSO's as an untaxed vehicle got recovered.
- Reassurance visit and letter drops completed regarding a car being stolen on Malpas Drive.
- Neighbourhood Alert sent out as a result of recent car interference/ theft activity within this area.
- Engaged with the residents on West Street, after reports of a strange van in the area.
- Foot Patrols carried out along St Crispin Crescent and door knocks
- Foot patrols and bike patrols of Upton Country Park after reports of 30+ people gathering.
- Reassurance visit carried out to residents on Newton Road following the warrant
- S23 Misuse of Drugs Act Warrant carried out on Newton Road
- Partner agency work with the Environmental Agency, whereby we have assisted them with a series of warrants executed within Daventry and Sixfields area
- Emergency response to youths on a building site on St Crispins Drive -- area search no trace





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**Date: 1<sup>st</sup> April 2021**

**Agenda Item: 149. Parish Boundary Signs**

**1. Purpose**

To consider the purchase of new boundary signs for the gateways into Duston.

**2. Background**

**2.1** The current signs are standard Highways manufactured signs. Some other town and parishes in Northamptonshire have purchased more distinctive boundary signs with their own logo or coat of arms.

**2.2** More distinctive signs on Duston's main gateways could help to give more definition to the Parish Council boundaries and a better sense of place.

**2.3** There are currently three standard highway boundary signs on the Main Gateways into Duston. On the eastern entrance of Main Road (opposite Timken Artwork), Berrywood Road by the Tree of Hope and then on the Harlestone Road. The Harlestone Road sign is bigger than the other two. This broadly covers three of the four corners of Duston.

**2.4** There is no sign in the North East Corner next to Templemore Care Home which is within Duston.

**3. Issues**

**3.1** Permission from the Highways Authority would be needed before any work could be done. Duston Parish Council would have to comply with any conditions Highways impose.



- 3.2 The process may be easier if the existing posts for the current signs are kept. More extensive work will need to be done if installing posts by Templemore.
- 3.3 The possibility of putting a sign at the top of Berrywood Drive was considered to show the separation between the St Crispin development and Duston.
- 3.4 There are gateway signs into St Giles Park estate (from Berrywood Road) which were installed when the houses were built by Wilcon Homes in the first half of the 1980s. The signs have faded over the past forty years or so. Rectifying this could be looked at in the future.
- 3.5 The signs will say "Welcome to Duston" with the Parish Council logo on it.
- 3.6 Recently Duston Parish Council has been making improvements to the public realm and new and distinctive boundary signs will add to this.
- 3.7 The planters at each sign location will be kept.

#### **4. Finance**

- 4.1 The cost of a 1200 x 650mm sign is £1,018 and a 1100 x 590mm sign is £711.50 not including postage or VAT.
- 4.2 Posts, if required, cost approximately £165 per pair + VAT.
- 4.3 Cost of installation will depend on whether existing posts can be used and a fourth sign put in.
- 4.4 The purchase and installation of new signage will be paid for from the Environment budget.

#### **5. Recommendations**

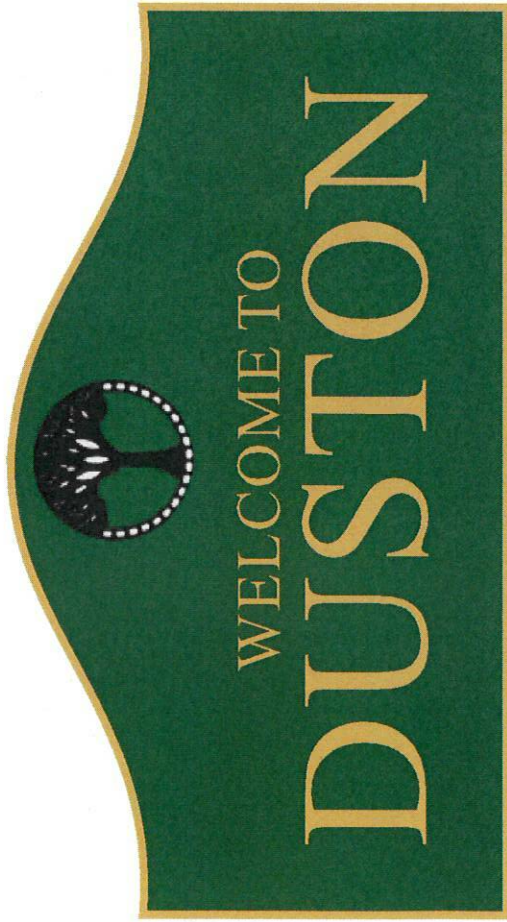
- 5.1 To agree the type and locations of new signage.
- 5.2 To instruct the Clerk to ask West Northamptonshire Council for permission to remove the "Welcome to Northampton" sign from Harleston Road.





**SIGNS OF THE TIMES**  
— Quality Cast Signs —

Cast polyurethane signs  
colours to be agreed  
drilled for wall fixing or  
we can supply posts and fixings in  
aluminium painted to match the signs  
2000mm x 76mm .. £164.26 pair + carriage and VAT



1200 x 650mm

1 No. tooling & set up cost ..... £280.00  
2 No. signs @ £1018.00 each .. £2036.00  
Total for 1 sign ... £1298.00 + carriage and VAT  
Total for 2 signs .. £2316.00 + carriage and VAT



1100 x 590mm

1 No. tooling & set up cost ..... £206.00  
2 No. signs @ £711.50 each ..... £1423.00  
Total for 1 sign ..... £917.50 + carriage and VAT  
Total for 2 signs .. £1629.00 + carriage and VAT

Drawings are provided as a guide only. Alterations may occur due to variations  
between our stock letters and computer generated letters.

Q ref: 13425

Signs of the Times  
01525 874185  
March 2021

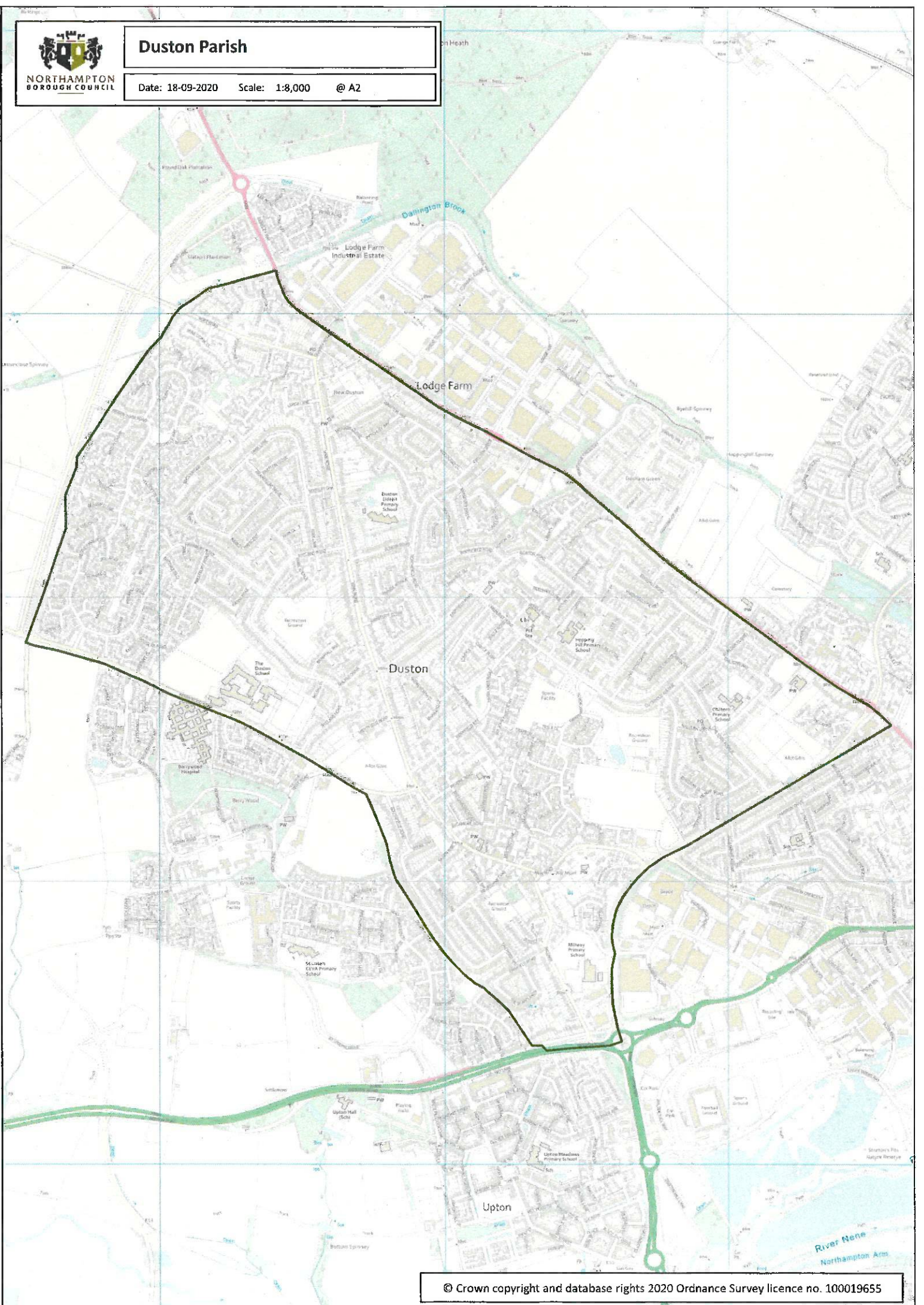




NORTHAMPTON  
BOROUGH COUNCIL

# Duston Parish

Date: 18-09-2020 Scale: 1:8,000 @ A2





## Timetable for local elections in England: 6 May 2021

This timetable covers the following polls taking place on 6 May 2021:

- local government principal area elections (i.e. district, borough, county, county borough and unitary authority elections)
- parish council elections
- local authority mayoral elections in England
- combined authority mayoral elections in England

The days which are disregarded in calculating the timetable are Saturday, Sunday, bank holidays and any day appointed for public thanksgiving or mourning.

Please be aware that the timetable may change in the event of days being appointed for public thanksgiving or mourning.

This timetable has been developed based on the legislation as it currently stands and so it may be subject to change. We will update and re-publish the timetable as appropriate if further legislation is made.

Event	Election	Working days before poll (deadline if not midnight)	Date
Publication of notice of election	All	Not later than 25 days	Not later than Monday 29 March
Delivery of nomination papers	All, excluding combined authority mayoral	From the date stated on the notice of election up to 4pm on the nineteenth working day before the election	From the date stated on the notice of election up to 4pm on Thursday 8 April
Delivery of nomination papers	Combined authority mayoral	From the day after the publication of notice of election until 4pm on the nineteenth working day before the election (10am to 4pm)	Between 10am and 4pm on any working day after publication of the notice of election until 4pm on Thursday 8 April
Deadline for withdrawals of nomination	All	19 days (4pm)	4pm on Thursday 8 April

<b>Event</b>	<b>Election</b>	<b>Working days before poll (deadline if not midnight)</b>	<b>Date</b>
Deadline for the notification of appointment of election agent	All, excluding parish council	19 days (4pm)	4pm on Thursday 8 April
Making objections to nomination papers	Combined authority mayoral	On 19 days (10am to 5pm), subject to the following:  Between 10am and 12noon objections can be made to all delivered nominations  Between 12 noon and 5pm objections can only be made to nominations delivered after 4pm, 20 days before the poll	Between 10am and 12 noon on Thursday 8 April objections can be made to all delivered nominations  Between 12 noon and 5pm on Thursday 8 April objections can only be made to nominations delivered after 4pm on Wednesday 7 April
Publication of first interim election notice of alteration	All	19 days	Thursday 8 April
Publication of statement of persons nominated	All	Not later than 18 days (4pm)	Not later than 4pm on Friday 9 April
Deadline for receiving applications for registration	All	12 days	Monday 19 April
Deadline for receiving new postal vote and postal proxy applications, and for changes to existing postal or proxy votes	All	11 days (5pm)	5pm on Tuesday 20 April

<b>Event</b>	<b>Election</b>	<b>Working days before poll (deadline if not midnight)</b>	<b>Date</b>
Deadline for receiving new applications to vote by proxy (not postal proxy or emergency proxies)	All	6 days (5pm)	5pm on Tuesday 27 April
Publication of second interim election notice of alteration	All	Between 18 days and 6 days	Between Friday 9 April and Tuesday 27 April (inclusive)
Publication of notice of poll	All	Not later than 6 days	Not later than Tuesday 27 April
Publication of final election notice of alteration	All	5 days	Wednesday 28 April
Deadline for notification of appointment of polling and counting agents	All	5 days	Wednesday 28 April
Deadline for notification of appointment of sub agents	Combined authority mayoral	5 days	Wednesday 28 April
First date that electors can apply for a replacement for lost postal votes	All	4 days	Thursday 29 April
<b>Polling day</b>	All	<b>0 (7am to 10pm)</b>	<b>7am to 10pm on Thursday 6 May</b>
Last time that electors can apply for a replacement for spoilt or lost postal votes	All	0 (5pm)	5pm on Thursday 6 May
Deadline for emergency proxy applications	All	0 (5pm)	5pm on Thursday 6 May

<b>Event</b>	<b>Election</b>	<b>Working days before poll (deadline if not midnight)</b>	<b>Date</b>	
Last time to alter the register due to clerical error or court appeal	All	0 (9pm)	9pm on Thursday 6 May	
Delivery of return as to election expenses (parish council elections only)	Parish council	Not later than 28 calendar days after the date of the election	Thursday 3 June	
Delivery of return as to election expenses	All, excluding parish council	Not later than 35 calendar days after the date the election result is declared	If result is declared:	Deadline for return:
			Thursday 6 May	Thursday 10 June
			Friday 7 May	Friday 11 June
			Saturday 8 May	Monday 14 June
			Sunday 9 May	Monday 14 June
Sending postal vote identifier rejection notices	All	Within 3 calendar months beginning with the date of the poll	By Friday 6 August	