

**DUSTON PARISH COUNCIL**

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

**FULL COUNCIL**  
**MINUTES 4<sup>th</sup> August 2022**

**CHAIR:** Councillor Bottwood

**PRESENT:** Councillors Barnes, Enright-King, Golby, Hinch, Ingram, Liddon, Maitland, Roper and Stonehouse.

**IN ATTENDANCE:**

Gary Youens – Parish Clerk  
Ryan Ikavnieks – Assistant Clerk.

**46/22. To receive apologies for absence**

- Apologies were received from Cllrs Ennis-Clark and Mumpford

**47/22. To receive and approve the minutes of the meeting held on 7<sup>th</sup> July 2022 (APPENDIX A).**

- **RESOLVED:** The minutes of the meeting held on the 7<sup>th</sup> July 2022 were approved as a true record and signed by the Chair.

**48/22. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda**

- There were no declarations of interests

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**49/22. Public Participation Session**

- There were two member of the public present, with only one speaking, Cllr Greg Lunn. Cllr Lunn spoke to the council about the Active Quarter – cycling proposal, specifically discussing the notion of formally linking the bike lanes of Duston up.

**50/22. Clerks Report**

- Councillors noted that a version of the actions sheet that depicts completed actions during the previous month would be of use.
- **RESOLVED:** To note the verbal report from the Clerk regarding the action sheet.

**51/22. Bank Reconciliations**

- **RESOLVED:** That the bank reconciliations for June 2022 were approved (APPENDIX B)

**52/22. Payment of Invoices**

- **RESOLVED:** That the invoice payments for June 2022 were noted (APPENDIX C)

**53/22. Updates from Committees**

- **RESOLVED:**
  - a) That the report in the form of draft minutes from Planning Committee was received and noted (APPENDIX D)
  - b) That the report in the form of draft minutes from the Community Services Committee was received and noted (APPENDIX E).
  - c) That the report in the form of draft minutes from the Environment Committee was received and noted (APPENDIX F).

**54/22. Appointment of the Proper Officer / Responsible Financial Officer**

- **RESOLVED:**
  - a) To appoint Gary Youens as the Proper Officer (Local Government Act 1972 Section 112) and Responsible Financial Officer (Local Government Act 1972 Section 151) was approved. Gary Youens had been temporarily in the role for the previous 12 months.
  - b) The remuneration on National NALC/SLCC Pay Scales LC3 37-41.

**55/22. Memorial Trees for John Caswell and Shaun Pape**

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- **RESOLVED:** To seek permission to plant the memorial trees at Duston Sport Centre from Northampton Leisure Trust. It would be Council's preference if the trees were along Cotswold Avenue.

#### 56/22. Amendments to Scheme of Delegation

- **RESOLVED:**
  - a) That the proposed amendments to the Scheme of Delegation (APPENDIX G) were approved and to include an annual £6,000 spending cap for the Environment Committee, Resources & General Purposes and the Community Services Committee.
  - b) To delegate to the Clerk to make the necessary changes to Standing Orders and Financial Regulations

#### 57/22. Committee Membership

- **RESOLVED:**  
To appoint:
  - Cllr Bottwood to the Environment Committee (Cllrs Enright-King, Ingram, Liddon, Ennis-Clark, Bottwood, +1 vacancies)
  - Cllr Mumford to the Resources & General Purposes Committee (Cllrs Bottwood, Ingram, Ennis-Clark, Maitland, Barnes, Mumford)

#### 58/22. Recommendation from Environment Committee

- **RESOLVED:** That the bin to be placed on the Public Open Space between Westbury Road and Bants Lane (APPENDIX H) was approved and to delegate to the Clerk the responsibility of selecting the specific location.

#### 59/22. Recommendation from Planning Committee

- **RESOLVED:** To delegate to the Clerk to enquire into getting the footpath between Kerrfield Estate and Timken Estate (which includes Right of Way KL/010) tidied up.

#### 60/22. The Grow together Allotment

- **RESOLVED:**
  - a) Permission to establish a Grow Together Allotment Sub-Committee that will report to the Community Services Committee was approved.
  - b) Community Services Committee to appoint the membership.

#### 61/22. Communications from West Northamptonshire Council

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- **RESOLVED:** To see how communications from West Northamptonshire Council can be improved for the future.

**62/22. Community Services Committee Working Party on Publicity**

- **RESOLVED:** To improve Cllrs profiles on the website by adding individual photographs and a description for each Councillor.

APPROVED