



**DUSTON PARISH COUNCIL**

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

**FULL COUNCIL MINUTES**  
**THURSDAY 7<sup>TH</sup> SEPTEMBER 2023 7PM**

**Chair:** Cllr P Enright-King

**Councillors Present:**

Ennis-Clark, Golby, Ingram, Liddon, Maitland, Mumford, Roper

**IN ATTENDANCE:**

Gary Youens – Clerk

Ryan Ikavnieks – Assistant Clerk

**50/23. To receive apologies for absence**

- Apologies were received from Cllrs Littlewood, Dickinson, Barnes

**51/23. To receive and approve the minutes of the meeting held on Thursday 6<sup>th</sup> July 2023**

- **RESOLVED:** That the minutes of the meeting held on Thursday the 6<sup>th</sup> of July 2023 were approved as a true record and signed by the Chair.

**52/23. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda**

- Members were reminded of the need to declare any interests in the items on this agenda, whether pecuniary or otherwise. There were no interests declared.

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**53/23. Public Participation Session**

- Three representatives from Northamptonshire Police were present at the meeting. PCSO Raivis Urka, Sergeant Tor Lindsay and Inspector Beth Warren. Inspector Beth Warren gave an overview of local policing in the area.

**54/23. To receive any information update on Section 106 / Community Infrastructure Levy**

- Still trying to get an up to date list on S106 for the Duston area.

**55/23. Clerk's Report**

- The Clerk gave an and update on various projects that the Council is currently undertaking. Some are taking longer than hoped but this is largely outside the Parish Council control.
- **RESOLVED:** That the Clerks report was received and noted (APPENDIX B)

**56/23. Bank Reconciliations**

- **RESOLVED:**
  - a) That the bank reconciliations for May 2023 were approved (APPENDIX C)
  - b) That the bank reconciliations for June 2023 were approved (APPENDIX D)

**57/23. Payment of Invoices**

- **RESOLVED:**
  - a) That the invoice payments for May 2023 were noted (APPENDIX E)
  - b) That the invoice payments for June 2023 were noted (APPENDIX F)

**58/23. Committee Updates**

- **RESOLVED:**
  - a) That the report in the form of the minutes of the Planning Committee was received and noted (APPENDIX G)
  - b) That the report in the form of the minutes of the Community Services Committee was received and noted (APPENDIX H)
  - c) That the report in the form of the minutes of the Environment Committee was received noted (APPENDIX I)

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- d) That the report in the form of the minutes of the Resources & General Purposes Committee was received noted (APPENDIX J)

#### **59/23. Committee Membership**

- **RESOLVED:**
  - a) That Cllr Maitland to join the Resources and General Purposes Committee
  - b) To bring the item again at the November meeting of Council

#### **60/23. Recommendations from the Community Services Committee**

- **RESOLVED:**
  - a) That the report on the Youth Provision over the School Summer holidays was received and noted (APPENDIX L)
  - b) To note the report on the future of DPC youth provision. For the Clerk to speak to Free2Talk and see what future provision they could provide. Ideally this will be done in time for discussion at the October meeting.
  - c) That the report on DPC Events & Initiatives for January to August 2023 was received and noted (APPENDIX M)
  - d) That the Grant Application for Duston Village Hall for £1000 was approved (APPENDIX N)
  - e) That the recommendation of a Christmas Tree Festival at Duston Community Centre from the Community Services Committee was approved (APPENDIX O) The Clerk will oversee this event directly due to other staff being focussed on other projects and initiatives. The Clerk disagreed with the report that the Limehurst Square area has previously been “neglected” by the Parish Council.

#### **61/23. Recommendation from Environment Committee**

- **RESOLVED:** That the Clerk research further into the restrictions, regulations, requirements and costings for installing CCTV in public parks and to provide a report upon this topic to the Environment Committee.

#### **62/23. Recommendation from Resources & General Purposes Committee**

- **RESOLVED:**
  - a) That the report to the Council on internal IT provision was received and noted (APPENDIX P).
  - b) The discussion and decision on what IT Councillors would like to have to fulfil their role be deferred to the next ordinary meeting of the Council in October

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### 63/63. Mendip Park Maintenance

- **RESOLVED:** That the vegetation and foliage at Mendip Park was approved to be cut back at the cost of £4500 excluding VAT (funded via Community infrastructure Levy Monies)

### 64/23. Policies

- **RESOLVED:**
  - a) That the new policy cover page was approved to be placed up on all current DPC Policies (APPENDIX R)
  - b) To agree that all policies should be reviewed on a four year basis but could be sooner at the request of the Clerk, Committee, Councillor or there have been any statutory changes. Standing Orders, Financial Regulations, Member Code of Conduct and Corporate Risk Assessment to be reviewed annually

### 65/23. Communications & Engagement Policy

- **RESOLVED:** That the adoption of the revised Communications & Engagement Policy was approved (APPENDIX S)

### 66/23. Duston Trees Frequently Asked Questions

- **RESOLVED:**
  - a) That the new guidance for the public on DPC approach to trees was noted and adopted (APPENDIX T)
  - b) That the new guidance for the public on DPC's approach to trees be add it as an addendum to Tree Management Policy.

### 67/23. Volunteer Policy

- **RESOLVED:** That the revised Volunteer Policy was approved and adopted (APPENDIX U)

### 68/23. Internal Councillor Controls Report

- **RESOLVED:** That the latest report from Cllr M Barnes was received and noted (APPENDIX V)

### 69/23. PLR update

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- **RESOVLED:** That the update on policing matters in Northamptonshire from the PLR, Cllr I Liddon was received and noted. Cllr Liddon was thanked for his work.

#### **70/23. Budget Proposals for 2024/2025**

- **RESOLVED:** That Councillors email draft project ideas to the Clerk to collate for further discussion at the Resources and General Purposes Committee as part of the budget preparation process for the next financial year (2024/25)

APPROVED

