

**DUSTON PARISH COUNCIL**

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

Resources and General Purposes Committee
Minutes 12th October 2023

Chair: Cllr J Ennis-Clark

Councillors Present: Enright-King, Ingram

IN ATTENDANCE:

Gary Youens – Clerk

Ryan Ikavnieks – Assistant Clerk

George Nemteanu – Facilities and Operations Manager

RGPC20/23. To receive apologies for absence

- Apologies were received from Cllr Barnes

RGPC21/23. To receive and approve the minutes for signature of the meeting held on 2nd August 2023

- **RESOLVED:** That the minutes of the meeting held on the 2nd of August 2023 were approved as a true record and signed by the Chair (APPENDIX A).

RGPC22/23. 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 interest declared.

RGPC23/23. Public Participation Session

- There were no members of the public present.

RGPC24/23. Budget Monitoring

- **RESOLVED:** That the budget monitoring report titled '3 months to June 2023 v. budget 2023/24' was received, discussed and noted (APPENDIX B)

RGPC25/23. St Luke's Churchyard

- **RESOLVED:**
 - a) That the quote for maintaining St Luke's churchyard (£3000+VAT per annum for 5 cuts a year) was received.
 - b) That it should be cut 4 times a year in the growing seasons. This to be included in the draft budget for 2023/24.

RGPC26/22. Bowling Green Steps

- **RESOLVED:**
 - a) That the request to create steps between the bowling green and the coffee box at Duston Sports Centre from the Trilogy Active and the Bowls Club was received, discussed and noted (APPENDIX D).
 - b) That the Clerk responds to the request by informing the Bowls Club and Trilogy Active to apply for a grant to support the construction.

RGPC27/23. Asset Transfers to Duston Parish Council

- The Clerk gave a brief verbal update regarding where the ongoing asset transfers. There has been a last minute hold up with Telstar Way POS which should soon be resolved. Rose villa Road should be resurfaced soon by David Wilson homes as per previously agreed. Rose Villa Road is a public right of way that everybody in Duston can use. The "Private Road" signs are open to misinterpretation and this will need to be rectified once transfer is complete.
- **RESOLVED:**
 - a) That the verbal update regarding the transfer of Parks, Public Open Space & Allotments from West Northamptonshire Council was received and noted.
 - b) That the verbal update regarding the transfer of Telstar Way POS (known as "Duston Gardens") was received and noted.

- c) That the verbal Update regarding the transfer of Alfred Knight Footpath, 3 streetlights and Rosevilla Road Access Way was received and noted.

RGPC28/23. Environmental Strategy Insourcing and Outsourcing

- **RESOLVED:**
 - a) That the Environmental Strategy for Insourcing and Outsourcing was discussed and noted the report (APPENDIX E).
 - b) The Committee agreed the Environment Strategy in the report and that it should be implemented.

RGPC29/23. Annual Facilities Review

- The Facilities and Operations Manager gave a presentation on the running of both Duston Community Centre and St Luke's Centre and answered questions from the Committee.
- **RESOLVED:** The Annual Facilities Review (APPENDIX F) was discussed and noted.

RGPC30/23. Room Hire Prices at Duston Community Centre & St Luke's Centre

- The Clerk and Facilities & Operations Manager put forward proposal to increase some room hire prices due to increasing utility and staffing costs.
- **RESOLVED:** The Committee agreed to increase the room hire prices as set out in APPENDIX F.

RGPC31/23. Artificial Intelligence in Local Councils

- The Assistant Clerk sits on the NCALC working party on how AI will impact on the future workings of Clerks and Parish Councils. The Assistant Clerk gave his thoughts on how AI could be used in future.
- **RESOLVED:** That report from the Assistant Clerk was discussed and noted (APPENDIX G).

RGPC32/23. Duston Parish Council Staff Structure

- **RESOLVED:** That the current staffing structure was noted and agreed (APPENDIX H).

RGPC33/23. Budget Priorities for 2024-25

- Various budget proposals were discussed such as grass cutting at St Luke's Churchyard, a path around Errington Park and a bin at Telstar Way. The Four Year Plan should be on the next Council agenda to consider other ideas.
- **RESOLVED:** That the Four Year Plan be reviewed at the next ordinary meeting of Council for review and discussion.

RGPC34/23. Energy Usage at café in Duston Community Centre

- The Facilities and Operations Manager informed the Committee how much energy is being consumed according to the recently installed smart metre and the unit price.
- **RESOLVED:** That the update upon energy usage at Duston Community Centre was received, discussed and noted.

RGPC35/21. Exclusion of Press and Public

In view of the confidential nature of the following item, which relates to the business matters of other individuals and organisation, the public shall be excluded while the following item is discussed. This is in accordance with the Public Bodies (admission to meetings) Act 1960 as amended by the Local Government Act 1972.

RGPC36/23. Rent Review

- **RESOLVED:** To proceed with a rent review for the tenant after taking external advice.

The meeting ended at 9:00PM