



DUSTON PARISH COUNCIL

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

FULL COUNCIL MINUTES
THURSDAY 2ND NOVEMBER 2023 7PM

Chair: Cllr P Enright-King

Councillors Present:

Barnes, Craven, Ennis-Clark, Golby, Ingram, Liddon, Littlewood, Maitland, Roper

IN ATTENDANCE:

Gary Youens – Clerk

Ryan Ikavnieks – Assistant Clerk

Alison Grantham – Business and Community Development Manager

85/23. To receive apologies for absence

- Apologies were received from Cllrs Dickinson, Mumford

86/23. To receive and approve the minutes of the meeting held on 5th October 2023

- **RESOLVED:** That the minutes of the meeting held on Thursday 5th October 2023 were approved as a true record and signed by the chair. (APPENDIX A)

87/23. 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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88/23. Public Participation Session

- PC Chamberlin was in attendance, She gave a verbal update on the streak of burglaries of shops around Duston. She stated that two suspects have been linked to the crime streak and have been apprehended and are in custody.

89/23. To receive any information update on Section 106 / Community Infrastructure Levy

- Cllr Ingram and the Clerk gave a verbal update. Cllr Golby said he would make enquiries.

90/23. Councillor Reports – Information Only

- Councillors raised various items for information. The Clerk advised no decisions could be taken under such a vague agenda heading.

91/23. Bank Reconciliations

- **RESOLVED:** That the reconciliations for September 2023 was received, noted and approved (APPENDIX B)

92/23. Payment of Invoices

- **RESOLVED:** That the invoice payments for September 2023 were received and noted. (APPENDIX C)

93/23. Co-option to Fill One Casual Vacancies for Old Duston Ward

- One Candidate was present and was given the opportunity to address the meeting for no more than 5 minutes.
- **RESOLVED:**
 - a) That the standing order 3a be suspended during this item to allow Councillors to vote by secret ballot.
 - b) That Frank Craven was co-opted on to Duston Parish Council until next regular local government election period in May 2025.

94/23. Committee Updates

- **RESOLVED:**

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- a) That the report in the form of the minutes of the Planning Committee (APPENDIX D) was received, discussed and noted.
- b) That the a report in the form of the minutes of the Environment Committee (APPENDIX E) was received, discussed and noted.
- c) That the report in the form of the minutes of the Resources and General Purposes Committee (APPENDIX F) was received, discussed and noted.

95/23. Digital Agenda and Reports Preference Declaration

- **RESOLVED:** That the Digital Agenda and Reports Preference Declaration Form (APPENDIX G) received noted and approved for implementation.

96/23. Recommendations from the Environment Committee

- **RESOLVED:**
 - a) That the recommendation for the Council to purchases Junior goal posts that are to be installed at Errington Park, to be funded by Community Infrastructure Levy Monies was approved.
 - b) That the recommendation that the Council does not participate in No Mow May during the forthcoming year (2024) was approved.

97/23. Review of the Four Year Plan

- **RESOLVED:**
 - a) That each standing Committee review the relevant section Four Year Plan to identify any possible amendments (APPENDIX H).
 - b) To be discussed a future full Council meeting.

98/23. Grievance and Disciplinary Policy

- **RESOLVED:**
 - That the adoption of the revised Grievance Policy (APPENDIX I) was approved.
 - That the adoption of the revised Disciplinary Policy (APPENDIX J) was approved.

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99/23. To discuss Robberies and Shoplifting in Duston

- A small number of robbers have taken in place in local shops recently. Shoplifting seems to be a serious issue although this problem is certainly not unique to Northampton. Discussion took place how best to support the shops and the police in dealing with this problem.
- **RESOLVED:**
 - a) That the discussion ongoing problem of shoplifting and robberies in local Duston shops was noted.
 - b) That the Crime Recording Document was approved. That when Councillors and members of staff witness or hear of any criminal activity they first contact the police, but also update the Crime Recording Document (APPENDIX K).

100/23. Unity Bank Update

- The Clerk provided a short update on the current state of the Unity Bank Transfer noting that the setting up of signatories has been a challenge. Councillors who have volunteered as signatures need to setup their account before next steps can be taken. The Clerk advised this now needs to be done as soon as possible.
- **RESOLVED:**
 - a) That the verbal update from the Clerk regarding the transfer over to Unity Bank from Barclays was received and noted.
 - b) That the current councillor signatory for Unity Bank Cllr Roper.

101/23. Councillor Motion Template

- **RESOLVED:**
 - a) That the Councillor Motion Template (APPENDIX L) was approved to be adapted to fit the context of Duston Parish Council and implemented by the Clerk.
 - b) A final version would be presented to the Resources & General Purposes Committee.

102/23. Duston Parish Council Health & Wellbeing Strategy

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- Cllr Golby gave a presentation that introduced the concept Health & Wellbeing strategies and how they support and are supported by the local Integrated Health & Care Strategy.
- Many of the activities that Duston Parish Council does to support the Health and Wellbeing of its residents already align with the current Integrated Health & Care Strategy. The codification of the current activities on to one document, with the aims and objectives of each activity, will allow the Parish to create meaningful, measurable and achievable targets.
- **RESOLVED:**
 - a) That the report from Cllr Golby upon the creation of a Health & Wellbeing Strategy for Duston Parish Council (APPENDIX M) was received, discussed and noted.
 - b) That the Council support and approved the creation of a Health and Wellbeing Strategy for staff to create in consultation with Councillors

Finished at 9:00PM

