



**DUSTON PARISH COUNCIL**

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

## **Community Services Committee**

Clr Maitland, Clr Enright-King, Clr Golby, Clr Roper, Clr Ennis-Clark, Clr Craven

11<sup>th</sup> January 2024

Dear Councillor,

You are hereby summoned to attend a meeting of the Community Services Committee to be held at Duston Community Centre on Wednesday 17<sup>th</sup> January 2024 commencing at 7pm for the purpose of transacting the following business.

Issued by:

Gary Youens  
Parish Clerk, Duston Parish Council

### **AGENDA**

**CSC54/24. To receive apologies for absence**

**CSC55/24. To receive and approve the minutes of the Community Services Committee on 21<sup>st</sup> November 2024 (APPENDIX A)**

**CSC56/24. 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).

**CSC57/24. Public Participation Session** (Persons wishing to address the committee on an agenda item may register their intention to do so by telephone or email by 12 noon on the day of the meeting and may speak for a maximum of 3 minutes).

**CSC58/24. Community Service Committee Working Parties**

- To receive reports back on the following working parties:
  - Good Neighbours: Cllr Golby (Chair), Enright-King
  - Promotion & Marketing: Cllrs Ennis-Clark & Enright-King
  - Youth: Cllr Roper (Chair), Maitland, Golby & Ennis-Clark
  - Limehurst Shopping Centre: Cllr Maitland

**CSC59/24. Grant Application**

- To receive and discuss the grant application received from the 39<sup>th</sup> Duston Guides (APPENDIX B)

**CSC60/24. Duston Parish Newsletter**

- a) To note Council Resolution 112/23. b) 'That the Clerk will work with the Community Services Committee to provide options with some costings.'
- b) To identify, discuss and set out different options with costings to be presented to Council.

**CSC61/24. Duston Resident setting up a Charity**

- To receive a presentation from a local resident in setting up a charity

**CSC62/24. Local Dog Parks**

- Discuss the idea of "Dog Parks" in Duston.  
*Proposed by Cllr Maitland*

**CSC63/24. Parish Council Noticeboards**

- To agree the noticeboards are currently adequate and no change needed.

**CSC64/24. Councillor Surgeries**

- To receive a verbal update from Cllr Maitland upon Councillor Surgeries.



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**Extraordinary Meeting of the  
Community Services Committee Minutes  
Tuesday 21<sup>st</sup> November 2023**

Cllr Maitland, Cllr Enright-King, Cllr Golby, Cllr Roper, Cllr Ennis-Clark  
Chair: Cllr S Maitland

**Councillors Present:** Ennis-Clark, Enright-King,

**IN ATTENDANCE:**

Ryan Ikavnieks – Assistant Clerk  
Cllr Craven

**CSC48/23. To receive apologies for absence**

- Apologies were received from Cllr Enright-King

**CSC49/23. To receive and approve the minutes of the Community Services Committee on 9<sup>th</sup> November 2023 (APPENDIX A)**

- **RESOLVED:** That the minutes of the meeting of the Community Services held on the on 9<sup>th</sup> November 2023 were approved as a true record and signed by the Chair.

**CSC50/23. 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.

### CSC51/23.Public Participation Session

- There were no members of the public present.

### CSC52/23. Four Year Plan Review

- To review the Four Year Plan and identify projects to prioritise (APPENDIX B).

<u>Engagement &amp; Wellbeing</u>		Updates / Committee Comments
Annual Magazine. DPC "Annual Report" Highlighting local business, community groups and events.	2024/25	<p><b>To resolve</b> To ask the Clerk to provide a costing report for both a Newsletter on A4 paper and a A5 booklet. It was noted that advertising space could help reduce costs. It was noted that there was no specific funding allocated to this item</p> <p>Cllr Maitland agreed to liaise with the Clerk and bring another Councillor on board to work on this.</p>
Set Up from Friends of Park Groups.	Dec-23	<p>Our predecessor Committee - Engagement and Wellbeing had recommended this.</p> <p>It was felt that this item more properly fitted with the work of the current Environment Committee. That this be referred to the Environment Committee for discussion.</p>
Quartley Councillor Surgeries	Ongoing	<p>No surgeries have been conducted. Cllr Golby said that WNC run surgeries, but the uptake from residents is typically low.</p> <p>It was resolved that Councillors should visit existing groups to talk to and offer help where required to residents.</p>
Suck up grass cuttings left by Veolia / Idverde	2028	<p>It was noted that DPC is unable to alter current practice until 2028, when DPC will take on the ground maintenance for the parks in Duston. The Committee supports</p>

		the notion of in-sourcing these activities.
Engage with Limehurst Square Shops Engage with all businesses within the Parish Boundary.	Ongoing	The Committee noted that it was felt important to engage with all businesses within the parish. It was also noted that the Chair and Vice Chair of DPC will be meeting with shopkeepers at Limehurst to discuss the ongoing beautification of the area
Christmas Carols at Limeshurst	Ongoing	The Committee suggested the idea of combining Christmas Carols with the Christmas Tree Festival Event in 2024. Currently, DPC does not organize a Christmas Carol event.
A resident survey to all domestic properties in Duston To promote and support the use of public consultations and surveys on key issues.		It was resolved not to do a survey until we have a clear idea of the information we need.
A feasibility study & consultation into a band stand in Errington Park	Feb-23	The Committee has previously explored the idea of putting a band stand in Errington Park and resolved not to continue with this as a priority
Be proactive at opportunities in adopting Public Open Space so it doesn't go to management companies	Ongoing	Duston Parish Council have been keen to adopted all public open space and allotments within its boundaries.
Now Duston is no longer part of the Borough of Northampton the Parish Council will need to become the leader of local civic events.	Ongoing	This item was discussed but no decisions were recommended
Re-surface Limhurst Square but keep trees and bins. An improved design.	Work In Progress	Local Residents lobbied West Northamptonshire Council with support from Duston Parish Council, this work has now been completed. Trees were removed due to roots causing the slabs to become uneven, DPC to add two

		trees in planters to replace the old trees.
Continue to run our usual calendar of events.	Ongoing	It was noted that the budget allows for next year's Christmas Tree Festival. It was resolved to enhance our calendar of events in the 24-25 year with new activities where they can be accommodated within the existing budget.
Develop links with PPG & Mind. Both mental and physical wellbeing is vital to our residents.	Ongoing	The events team currently work with St Luke's PPG to provide Health and Wellbeing talks on a variety of topics. DPC has approved the creation of a Health and Wellbeing Strategy. It was resolved to continue to initiate and support Health and Wellbeing for our residents.
Build up a volunteer base that is willing to help and support Parish Council initiatives.	Ongoing	It was resolved to ask for a report on the progress on the Good Neighbour scheme.
Divide Parish into 12 areas for each councillor to monitor		The Committee resolved that this is no longer a priority aim.

#### Other tasks.

The following items that were not originally part of the Four Year Plan were noted:

Discussions with Trilogy regarding a Skate Park: It was resolved to progress this through a whole Council discussion

A Youth Club is being provided by Free2Talk on Mondays from 4.30-6.30. It was resolved to devise an Evaluation Check List to help assess the success of the Youth Club. Cllr Roper to action.

DPC have successfully introduced the requirement for a Report Back from Projects we have funded.

DPC met with and gave support to The Food Bank in Duston and now have a collection point in the Community Centre.

#### CSC53/23. Annual Events Programme

- Ideas that came up from discussion were a cultural event programme 2025/26 by Cllr Jan Ennis-Clarke, Table Tennis in parks.

- **RESOLVED:**

- a) That the draft budget line for Events, Engagement and Wellbeing (inc bins and seats) not be amended.
- b) That any new events and initiatives be proposed and agreed by Council before the budget setting process, for the following municipal year

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## Grant Application Form

Name of organisation	39th Duston Guides
Nature of organisation (e.g. Registered Charity, CIC, Voluntary)	Charity
Charity Number (if applicable)	
Date Organisation was set up	1950s
Amount being requested	£181.99
How much will the whole project cost?	£181.99
Are you applying to other grant making bodies	No
If yes, who else have you applied to and how much?	
Is this a one-off or on-going project?	One off
Date the project/work will start	ASAP
Expected completion date (if applicable) and how will success of the project be measured?	
Aims and Objectives of the organisation and activities in Duston	<p>Girlguiding exists to help girls and young women find their voice, and build skills and confidence – inspiring them to discover the best in themselves and empower them to make a positive difference in their community.</p> <p>Over the past 25 years they have raised over £28,000.00 for various charities in a fun and informative way</p>

We often hold sleepovers and other residential activates both indoor and out. A projector like this can help us deliver some information to the girls as well as use for fun Movie/Quiz/documentaries etc.

The projector can streamed form our phones to make it user friendly when out and about and camps and sleepover.

Our next sleepover in March 24 will be covering red Nose day where they will be making a shanty town from cardboard and sleeping in overnight. They will be bag packing for the charity the next day. We propose to stream some of the Red Nose television so they can see they can see what they are raising money for and the impact it has .

How will this project benefit the residents of Duston (continue on a separate if necessary)



Roll over image to zoom in

【Auto Focus/Keystone】  
Projector 4K  
Supported, TOPTRO  
WiFi 6 Bluetooth  
Projector with  
Android TV & Built-in  
Apps, 600ANSI Full  
HD 1080P Video  
Projector 300" Display  
50% Zoom Home  
Cinema Projector

Brand: TOPTRO  
4.7 ★★★★★ 161 ratings