DUSTON PARISH COUNCIL

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

FULL COUNCIL

30th August 2024

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of Duston Parish Council to be held at Duston Community Centre on Thursday 5th September 2024 commencing at 7.00pm for the purpose of transacting the following business.

Issued by:

Gary Youens
Parish Clerk, Duston Parish Council

AGENDA

65/24. To receive apologies for absence

66/24. To receive and approve the minutes of the meeting held on Thursday 11th July 2024 (APPENDIX A)

67/24. To receive and approve the minutes of the meeting held on Monday 22nd July 2024 (APPENDIX B)

68/24. 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).*

69/24. Public Participation Session *(Persons wishing to address Council may register their intention to do so at the above address by telephone or email by 12 noon on the day of the meeting and may speak for a maximum of 3 minutes).*

70/24. Change Standing Orders to amend the Full Council Agenda

- To agree to the format of Ordinary Full Council Meetings (APPENDIX C)

71/24. To receive any information update on Section 106 / Community Infrastructure Levy

72/24. Errington Park Path

- To discuss the Errington Park Path project using S106 funds and agree next steps (APPENDIX D)

73/24. Councillor Reports – Information Only

74/24. Recommendations from Community Services Committee

a) To approve the next Newsletter for publication and distribution (APPENDIX E)
b) To receive the latest report from the Free2Talk Youth work (APPENDIX F)
c) To discuss the proposal of "seed funding" for voluntary groups that do not have a bank account (APPENDIX G)
d) To approve grant funding of £1000 to St Mary's Ukrainian School (APPENDIX H)

75/24. Recommendation from Environment Committee

- To discuss whether bollards should be installed at Newton Road Open Space to stop unauthorised vehicle access (APPENDIX I)

76/24. Recommendation from Planning Committee

- That the Council considers and responds to Planning Application 2024/3961/FULL New Dwelling at 35 Deancourt Drive Northampton NN5 6PY (APPENDIX J)

77/24. Committee Updates

a) To receive a report in the form of the draft minutes of the Environment Committee (APPENDIX K)

Please note, this is a public meeting and you may be filmed, recorded and published. Copies of all council papers are available to download at www.duston-pc.gov.uk

b) To receive a report in the form of the draft minutes of the Community Services Committee (APPENDIX L)
c) To receive a report in the form of the draft minutes of the Planning Committee (APPENDIX M)

78/24. An App for Duston Parish Council

- To discuss whether to get the App as being offered by website site provider. Cost is £225 per year (APPENDIX N)

79/24. Annual External Audit Report

- To receive the Annual External Audit Report and to note any action raised (APPENDIX O)

80/24. Land to West of Duston

a) To discuss the future of the land possibly belonging Poors Allotment Charity and the potential of a new housing development (APPENDIX P).
b) That Duston Parish Council believes this land should be public open space serving the needs of Duston residents in Giles Park and Alsace Park.

81/24. Land at Duston Wildes

- To discuss and agree the land situation at Duston Wildes Open Space

82/24. Duston Parish Council Land Boundaries

- To discuss whether to get a surveyor to mark out the precise boundaries of DPC Land (APPENDIX Q)

83/24. Bank Reconciliations

a) To approve bank reconciliations for June 2024 (APPENDIX R)
a) To approve bank reconciliations for July 2024 (APPENDIX S)

84/24. Payment of Invoices

a) To note invoice payments for June 2024 (APPENDIX T)
b) To note invoices payments for July 2024 (APPENDIX U)

85/24. Public Open Space

- To advise the Clerk on how to proceed with a future land transfer from West Northamptonshire Council.

APPENDIX A

DUSTON PARISH COUNCIL

Duston Parish Council
Duston Community
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FULL COUNCIL MINUTES
THURSDAY 11th July 7pm 2024c

Chair: Cllr P Enright-King

Councilors Present:
Littlewood, Ingram, Maitland, Roper, Liddon, Ennis-Clark, Golby, Craven

IN ATTENDANCE:
Gary Youens – Clerk

42/24. To receive apologies for absence

- Apologies were received from Cllrs Barnes, Mumford and Dickinson.

43/24. To receive and approve the minutes of the meeting held on Thursday 6th June 2024

- That the minutes of the meeting held on the 6th June 2024 (APPENDIX A) were approved as a true record and duly signed by the Chair.

44/24. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda

- None were declared.

45/25. Public Participation Session

- There were no speakers from the public.

46/24. To receive any information update on Section 106 / Community Infrastructure Levy

- Applications forms for new play equipment and a path around the perimeter of Errington Park has been submitted. We are waiting to hear back from the WNC S106 team.
- In the Autumn the Clerk will try and get another meeting with S106 officer. Two have happened already between the S106 officer and the Clerk (Gary Youens) and Cllr Ingram.

47/24. Councillor Reports – Information Only

- Councillors gave various reports on their activities.

48/24. PLR Report

- Cllr Liddon presented his PLR report. He raised the relationship between the Parish Council and the neighbourhood policing team.

49/24. Village Hall Hedge

- Usually Duston Parish Council does not get involved in maintaining private and commercial land. However, this land is owned (freehold) by the charity of Duston Village Hall (Duston Institute). Duston Village Hall is a not for profit charity.
- Duston Parish Council has received requests from residents to do something about the overgrown hedge blocking the pavement.
- It is noted that there is a lot of local history with the Duston Village Hall which is now over 100 years old. It is understood the previous Duston Parish Council used to have some of their meetings in that hall.
- Council discussed the report presented by the Clerk which gave various options for Council to choose (APPENDIX C).

- **RESOLVED:**

  a) The Grant from Duston Village Hall (APPENDIX B) was not approved
  b) That the hedge should be kept and not removed.
  c) Duston Parish Council, with agreement of Duston Village Hall, should maintain the hedge going forward. This helps the Village Hall Charity, Village Hall users and all nearby residents who use the adjacent footpath.
  d) For the time being the Clerk will use contractors (money virement from the Grants budget). In due course Council will consider how best to fund this long-term during its annual budget setting process.

50/24. Planters

- Views were expressed that planters should be a core service that DPC delivers to the local community.

- **RESOLVED:**

  a) To purchase and install two planters (APPENDIX D) for the amenity shops on Weggs Farm / Bordeaux Close. Using CIL.
  b) To purchase and install 25 lamppost planters along Main Road and Quarry Road once permission has been obtained (APPENDIX D). Using CIL. Sponsorship will be later sort.

51/24. Bench Sponsorship Policy

- **RESOLVED:**

  a) Not to have external organisations sponsor Duston Parish Council owned benches.
  b) In due course organisations will be informed about sponsorship of lamppost planters.

52/24. Duston Fun Day

- **RESOLVED:**

  a) That the staff are thanked for another successful Duston Fun Day. This has become a real highlight in the local calendar.
  b) Councillors gave feedback on Duston Fun Day. Following serious concerns raised by the Chair of the Council in relation to security of the event this matter will be referred to the Community Services Committee for further discussion.

53/24. Timken Gates

- **RESOLVED:** The Timken Gates and adjoining railings are refurbished using CIL. Cost is approximately £1540 + VAT (APPENDIX G).

54/24. Local Insight Data

- Recently there has been a meeting between Cllr Golby, the Clerk, BCD Manager and WNC Public Health Officers on the large volume of data available about local communities. Using Artificial Intelligence the data can be summarised into some key points.
- Cllr Gobly presented a summary of the data and how it can be used at the local level (APPENDIX H). Cllr Golby and the Clerk are both keen to use this data to inform the DPC Health & Wellbeing Strategy.

- **RESOLVED:** To note the Local Insight Data and that it should be used to progress the DPC Health & Wellbeing Strategy.

55/24. Remembrance

- The Clerk gave an overview of what DPC currently does for remembrance. This usually includes decorating the bank at St Luke's Centre, armed forces flags at our centres and poppies on lampposts. DPC also keeps the war memorial tidy and free of weeds.
- A view was expressed that the Parish Council should support initiatives for peace and promote individual stories of the detrimental impact of war.

- **RESOLVED:**

  a) To note the what DPC currently does for Remembrance such as decorating the bank at St Luke's and poppies on lampposts.
  b) That individual stories of war are promoted whenever possible so it helps with bringing about peace.

56/24. Devolution

- There was a discussion about whether DPC would welcome services from WNC being devolved down to the parish level. Broadly speaking DPC would welcome devolution of some services but concern was raised about whether they would be adequate funding.
- Whilst devolution was a welcome idea many were sceptical that WNC will consider it in the foreseeable future.

- **RESOLVED:** For the Environment Committee to discuss devolution of Environmental Services at its next meeting.

57/24. Bank Reconciliations

- **RESOLVED:**

  a) That the bank reconciliations for April 2024 (APPENDIX J) were received and approved.
  b) That the bank reconciliations for May 2024 (APPENDIX K) were received and approved.

58/24. Payment of Invoices

- **RESOLVED:**

a) That the invoice payments for April 2024 (APPENDIX L) were received and noted.
b) That the invoice payments for May 2024 (APPENDIX L) were received and noted.

59/24. Updates from Committees

- **RESOLVED**: That the report in the form of draft minutes from the Environment Committee (APPENDIX N) was received, discussed and noted.

Meeting Closed at 20:57

APPENDIX B

DUSTON PARISH COUNCIL

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FULL COUNCIL MINUTES
THURSDAY 22nd July 7pm 2024

Chair: Cllr P Enright-King

Councilors Present:
Littlewood, Liddon, Ennis-Clark, Dickinson

IN ATTENDANCE:
Gary Youens – Clerk

60/24. To receive apologies for absence

- Apologies were received from Cllrs Maitland, Roper, Mumford, Ingram, Craven, Dickinson.

61/24. To receive and approve the minutes of the meeting held on Thursday 11th July 2024

- That the approval of the minutes of the meeting held on the 6th June 2024 (APPENDIX A) were deferred to the next ordinary meeting.

62/24. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda

- None were declared.

63/25. Public Participation Session

- There were no speakers from the public.

64/24. Exclusion of the Public and Press

The Public and Press were excluded from meeting due to the confidential nature of the business.

- The Staffing Review Report was presented to Council by Cllrs Littlewood and Enright-King. Cllr Enright-King thanked the councillors involved for spending so much time in putting the report together.
- This was very much at the initiation of Councillors and the Clerk was thanked for their advice and support.
- Cllrs Littlewood and Enright-King took numerous questions from other Councillors and the Clerk on the report.

- **RESOLVED:**

  a) That the Staffing Review Report was noted and should be considered (APPENDIX B)

  b) The draft letter to staff was noted (APPENDIX C)

  c) The next steps would be to discuss this individually with staff with Cllrs Littlewood and Enright-King leading the next stage of the process. The Clerk will attend the meetings with staff. The next stage is a consultation period.

  d) The Clerk, in consultation with Cllrs Enright-King and Littlewood, will bring back the report to Council after staff consultation but prior to any implementation.

Meeting Closed at 20:31

APPENDIX C

DUSTON PARISH COUNCIL

Changing in the Standing Orders & Scheme of Delegation

At the previous ordinary meeting the Chair expressed an interest in being able raise "Housekeeping" points on the full council agenda.

The Council is being asked to agree the following format of ordinary full Council meetings.

1) To receive apologies for absence

2) Confirmation of the accuracy of the minutes of the last meeting of the Council.

3) To receive disclosures of interest by Councillors under Duston Parish Council's code of conduct.

4) Public Participation Session

5) Chair Announcements - New item

6) To receive any information update on Section 106 / Community Infrastructure Levy

6) Councillors Reports. To receive reports from members on attendance at external meetings or events and an opportunity for members to bring matters of interest to the attention of the Council for information or future discussion – This has been reworded.

5) To deal with business expressly required by statute

7) To receive updates from Committees in the form of minutes

6) To receive and consider reports and recommendations from Standing Committees.

Recommendations must be included in full on the agenda for the Council meeting.

All Committee recommendations may not be discussed until they have been moved and seconded. This will normally be done by the Chairman and Vice-Chairman of the Committee.

7) To receive and consider recommendations from working parties

8) To receive and consider reports from Officers of the Council

9) To approve any changes to Standing Orders, the delegation arrangements or other governing documents;

10) To receive business motions from Councillors

11) Any other business specified on the agenda

APPENDIX D

DUSTON PARISH COUNCIL

Duston Parish Council Report: Application for Section 106 Funding for Errington Park Path

Introduction

Duston Parish Council has applied for Section 106 (S106) funding to construct a path around the perimeter of Errington Park. The proposed path would be wide enough to accommodate wheelchairs and prams, ensuring accessibility for all residents. The primary objective of this project is to enhance the usability of the park during the winter months, as the area often becomes waterlogged and difficult to navigate.

This report seeks to outline the necessary steps for moving forward with this project and to consider alternative options if required.

Proposal Details

- **Path Design**: The proposed path will be wide enough to accommodate wheelchairs and prams, ensuring that the park remains accessible throughout the year. The path will be designed to prevent waterlogging, making the park more usable during the winter months.
- **Funding Source**: It is suggested that the S106 monies be sourced from the development of the former site. The exact development from which the funds will be allocated should be confirmed during the application process.

Steps for Consideration

1. **Redrawing the Proposed Path Around Errington Park**
    - The initial path design may need to be redrawn to ensure it meets all accessibility and usability requirements. This includes considering the environmental impact, the width, and the drainage capacity of the path.

2. **Seek Written Support from Ward Councillors for Duston West & St Crispin**
    - It appears that the support of the West Northamptonshire Council (WNC) ward councillors is essential for the project to move forward. Therefore, it is recommended to seek the written support of the three ward councillors representing Duston West & St Crispin. Without their backing, pursuing this project may be unfeasible.
3. **Submit Planning Permission for the Path**
    - Since the project involves engineering works, planning permission may be required. The Council should initiate the planning application process for the path around Errington Park. This will involve liaising with the relevant authorities to ensure compliance with all local planning regulations.
4. **Obtain Updated Quotes**
    - The original three quotes for the project are no longer valid, as one contractor has ceased trading and the other two quotes have expired. It is necessary to obtain three up-to-date quotes from reputable contractors. This step is critical for ensuring that the project remains within budget and meets all specifications.
5. **Resubmit the S106 Funding Application to WNC**
    - Once the above steps are completed, the Council should resubmit the S106 funding application to WNC. The application should reflect the updated project details, including the redrawn path, secured support from ward councillors, and updated quotes.

Consideration of an Alternative Project

Given the uncertainties surrounding the timeline—such as the time required to secure councillor support, the planning process, and obtaining revised quotes—Duston Parish Council may also wish to consider developing an alternative project. This alternative could potentially be executed within a more predictable timeframe and with fewer dependencies on external factors.

Conclusion

The construction of a path around Errington Park offers significant benefits to the community by improving accessibility and usability. However, the project's success depends on completing several key steps, including redrawing the path, securing ward councillor support, obtaining planning permission, updating quotes, and resubmitting the S106 funding application. The Council should carefully consider whether to proceed with these steps or to explore alternative projects that may face fewer obstacles.

This report requests that the Council deliberate on the outlined steps and decide on the best course of action to ensure the successful use of S106 monies for the benefit of Duston's residents.

APPENDIX F

free2talk
Community Interest Company

Evaluation for Duston Qu2 – April – June 2024

Project name – Duston Youth Club.

Project Lead: Craig Shana
Project staff: Mark Dean, Jasmin Barnes/Sofia Corrillo

Volunteers: Eldica Lawes

Project Aims / Outcomes

Over the course of each programme, we aim to support the young people to have:
1. Built trusted relationships with adults
2. Gained confidence, developed self-awareness and increase resilience
3. Increased feelings of safety
4. Increased awareness of local activities
5. Developed greater care and respect for people in their community
6. Developed healthy relationships with peers and others
7. Access and opportunities to develop a healthy hobby: Music, Art, Sport
8. A positive attitude to learning
9. Opportunities for active participation, co-production, ownership and leadership

Over the course of each programme, we aim to support the Duston community to:
10. Have knowledge and trust in who to go to for support for young people
11. Have happier young people in their community
12. Feel young people are safer and their community is safer
13. See positive images and relationships with young people
14. Develop a sense of responsibility and care for their young people
15. Develop an empowered approach to advocate for their young people

This will be evidenced by:

1. Programme plans, registers and session recordings for all sessions
2. Data sets to monitor demographics
3. An evaluative report, drawn from observations, interactions and data
4. Young people's direct feedback
5. Young people's achievements through multimedia recordings; podcasts, images, music
6. Case studies of young people's engagement and development

Young leaders educating peers on the DJ equipment.

Young people engaging with guided craft activities

free2talk
Community Interest Company

Project outputs

	Jan	Feb	Mar	Quarter totals	April	May	June	Quarter totals
Number of sessions delivered	4	4	4	12	4	2	4	10
Number of individual young people each month	9	12	13	19	18	9	26	33
Attendances (running totals)	25	46	74	74	36	46	104	104
Number of unknown profiles attending	0	0	0	0	1			1
Number of emerging young leaders	2	3	2	7	2	2	3	7
Number of social media posts/blogs or campaigns	3		3	6	1	1	3	5
Number of community events	0	0	1	1			1	1
Number of Outreach sessions	0	0		0	1			1

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Community Interest Company

YP Demographics

Characteristic	
Attendance observations	Significant decrease in attendance over the course of the May bank holidays and disruption due to exams. Much greater attendance noted throughout June, a total of 33 young people reached over the past 12 weeks, and 48 young people across the first 6 months of the year – meaning only 4 young people have not returned to the group. Average session attendance is now approximately 12 young people. We have noted an increase in young people aged 11 in attendance this quarter and one young person brought their sibling who was 10 years old to one session, as he was responsible for looking after him.
Age	10 years x 1, 11 years x 7, 12 years x 7, 13 years x 6, 14 years x 5, 15 years x 1, 16 years x 3, 17 years x 1 Unknown x 2
Gender	Female – 15 Male – 17 Non-binary – 1
Ethnicity	Mixed White/Black Carribean – 2 White British – 25 White other – 2 Other ethnic group – 1 Mixed other – 1 Undisclosed - 1
Physical disability	1
Learning disability	1
Location	Castle ward – 1, Duston east – 14, Duston West and St Crsipin – 2, Dallington and Spencer - 3 Rectory Farm – 1, Sixfields – 2, Thorplands -2, Moulton - 1 Unknown (form not yet returned/incomplete) 7

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Community Interest Company

Evaluations of Outputs and Outcomes:

Discussion of outputs and outcomes:

Over the course of each programme, we aim to support the young people to have:

1. Built trusted relationships with adults

Over the last 2 programmes of delivery we have observed changes to the openness of young people within the youth space and this is evident in the changing landscapes of their conversations. They have moved away from lots of playful banter and are now more readily discussing issues that they face at school and within their personal/social lives. On a number of occasions, attendees have been observed to actively seek guidance and support through the trusted relationships of adults within the group. Young people - in the last quarter specifically - have explored anger and stress management; looking at ways to support their own development, particularly around exam and school pressures. They have discussed healthy relationships and recognising unhealthy habits in others, with some exploring substance use, and how/where to get support around this issue.

On occasions youth workers and young people have debated topics like human rights and more recently, young people have explored political views, through their sought out conversations with adults and others. This helps to evidence the growing level of trust that is being built within the space and makes clear that attendees are more comfortable to share what they think and feel, in an informal environment.

Through participatory approaches the group are more confident that they have a voice that is heard by both the youth workers, and fellow young people. Examples of this include the youth work team and Duston Parish Councillors acting quickly on feedback about changes to the room and the activities on offer. The young people recognise that adults are responsive to them and they are keen on sharing ideas and suggestions on what activities and what would they like to see and be involved in, both inside and outside of the group moving forward. This is further evidenced by some young people actively planning events to get funding in for trips and activities, and through the interactions they have had with the community at various events.

2. Gained confidence, developed self-awareness and increase resilience

There are some significant changes for a number of young people accessing the group and some real celebrations here. We have found a confidence in young people within the Duston area and a keenness to be involved in an array of opportunities that present themselves. Some of our regular

attendees have, for example, been volunteering at the fun days and community events over the past few months and their growing confidence and skills development is very evident. They are the emerging young leaders from this group, who are willing to step out their comfort zones and are keen on exploring new things. They are learning from their mistakes, such as when interviewing community members and editing their work, which goes some way in evidencing their resilience also. This particular cohort are very interested and committed to developing new skills, which when compared with some of their 'self-reported' limited school attendance and lack of interest/engagement in formal education, is a particularly positive outcome.

Conversely, through the conversations now being had we are aware of a lack of confidence for some of the group attendees, the young females in the sessions particularly appear to be caught up with pressures of fitting in, having boyfriends, how they look – they seek reassurance and struggle to maintain friendships with one another; often due to a perceived issue or through the influence of others. That is not to suggest that male participants do not struggle, but that this issue is more apparent for females at the current juncture. The team are working towards increasing confidence through achievement and ongoing activity, whilst considering some gender specific work within the setting, and offering individual mentoring for any young people who may need additional support.

3. Increased feelings of safety

The young people state that the group is a safe space for them, on the whole – though some break downs in peer relationships have occurred and impacted attendance at times. They feel like in other environments, such as school or at home, there might be some topics or issues that cannot be spoken about. However, at the youth club they feel like they can ask questions, converse freely and explore topics without being judged. This directly enables youth workers to signpost to correct support and advice that other adults may not be aware they need and in turn supports the young people's feelings of safety and overall wellbeing.

Through the community engagement events the young people report that they are better able to recognise community members and feel more confident in being able to report anything that isn't or doesn't feel right in their local area. This is supported by ongoing safety mapping work, where we are working collaboratively with the young people to understand more about their worlds and the places and spaces they frequent or avoid for safety reasons.

As the group continues to grow there are often changes to the dynamics, which can feel uncomfortable for them, but we are working on developing that peer safety and trust, to help further this point over the coming months. As mentioned, this mostly (but not exclusively) relates to the females who have been attendance.

4. Increased awareness of local activities

In the last quarter we invited a representative of the Duston players to come and talk about the group and what they do, this was very successful discussion (podcast being edited for sharing) and even resulted in our adult volunteer and a young person going along to try it out afterwards. This is a structure we are keen to repeat and will be looking at ways to continually share opportunities with young people locally. As a team we feel the wellness and community fun days have been specifically beneficial in broadening the young people's understanding of the local offer and we are working on ways that we can support engagement and awareness even further in the coming months. Due to time constraints we are unable to support young people in attending other groups in the local area, or complete and edit recordings quickly enough to do regular social media releases, that may help to move this along quicker but we, and they, are keen to support where we can.

Young people have suggested interactive mapping on the website, QR codes for obtaining quick information and further opportunities to meet and interview representatives from across the area, as ways that they would like to see developed.

5. Developed greater care and respect for people in their community

On the whole, the young people are observed to interact politely and appropriately when out in public and youth workers are present. They have relationships and acknowledgements with recognisable community members, such as staff in the local Tesco's, the staff in the community centre and the library. Having recognisable community guardians in places that feel safe and welcoming to them, supports the young people to feel that they are part of their community, and this in turn promotes reciprocal greater care and respect. The young people do express frustration at adults with authority but through our own relationships developing, we are able to offer wider context and appropriate challenge to their views and opinions that help developing minds give greater consideration to others.

A great example of this was after a youth group in June when two of the young people were playing a game with a traffic cone that had been left by the road. The game was loud, with the cone bouncing around being echoey. One of the youth workers went over and tried out the game they had invented. After a little while the youth worker asked the boys if they thought it might be a bit load for after 7pm, initially they didn't think so, but when the youth worker spoke about families with young children or elderly local residents who may be afraid of the banging, they were accepting that they should perhaps move on to a more open space – or change the game. The youth worker spent 20 minutes finding alternative versions to their game and made it a challenge, upon leaving the boys were playing happily still - but without the noise. Through the trust and respect of the youth work relationship the young people are becoming more socially aware.

An area for development is supporting the young people to recognise their responsibilities around litter, and using the bins provided. On occasion youth workers have observed some littering during or after the group sessions and this is one way that we aim to support the development of care and respect for others through the youth group sessions. A litter pick has been suggested and some young people are keen to explore this.

6. Developed healthy relationships with peers and others.

There remains work to be done in building relationships and cohesion across the peer groups, as not all young people interact well with one another, some just tend to stick with people they already know - so this is focal point for future sessions and will be factored in through team building challenges/activities, games and the continuation of keeping the space safe and inclusive for all. However, for some of the young people who came along right from the very first van sessions last summer, friendships have been developed between young people that would "traditionally" not get along (*audio recording sent with evaluation*). Over time and exposure, through youth work intervention and support, some of these young people have developed a greater respect for each other, despite their differences, regardless of these being physical or cognitive.

We have also noted that, with the young males especially, they are better able to recognise when they are in the wrong and are able to say sorry. As mentioned previously, the fractious relationships appear to mostly impact the female cohorts, and as such activities underpinning this development will be planned for in the coming programme.

7. Access and opportunities to develop a healthy hobby: Music, Art, Sport

The young people have engaged in Djing, music production, podcasting, arts and crafts, table tennis, group games and meeting representatives of community organisations, amongst other things. Most of the young people have now tried out activities and found new interests or ruled out things they don't enjoy. The youth group is working to include suggestions made by the participants in the upcoming programme and, as such, things have been ordered that were specifically requested and activities are being planned in response to their ideas. Now that the weather is nicer, there are some opportunities to explore more active/sporty hobbies outside and we are just waiting on our volunteer's DBS to come back so that we can conduct outreach and centre based opportunities simultaneously.

8. A positive attitude to learning

The young people mostly demonstrate a positive attitude towards new things and are actively open to learning through youth work's informal engagement approach. This has been demonstrated by their engagement with healthy hobbies (above) but also in skilled work such as audio editing, trailing some complicated crafts, problem solving and through peer to peer learning. In the initial programme (Jan-March) we met young people who

would struggle with failure and getting things wrong, so they often disengaged with learning - possibly as a defence mechanism - however in the last quarter (and what is evident in case studies for S and R, submitted in earlier report presentations) we have observed changes to this, with resilience being built and young people trying again when they make mistakes. Using creative methods and learning through play is central to their development and when they are achieving through their engagement in sessions, we are observing their growth in confidence and in turn, their care, support and encouragement for others.

9. Opportunities for active participation, co-production, ownership and leadership

There is an "unofficial" competition to be young leaders amongst the group and many of them are eager to help youth workers with what's next and wanting to do their best to improve the youth club. We are utilising a scaffolded approach to co-production, which starts with basic decision making – such as choosing snacks, planning for activities and giving feedback to questions. Over time, we hope - and as we have begun to see – this encourages the group to become more confident in vocalising their wants and needs and eventually take ownership of a the space, with minimal support from adults.

We have used the fun days to help elevate their voices with local community members and also captured the voices of local residents during the outreach session in March, who may not have ever been able to share a view previously. These approaches all work to improve the adult/young person collaboration and in turn improve outcomes for all.

With two young people from the Duston youth sessions now employed as Youth ambassadors for West Northants council, they are directly engaged with a programme of influence in representing young people locally. At the end of the last quarter, the Duston youth group participated in a youth ambassador led session, in which they gave their views on youth work, youth provision and the needs of young people – which will support the development of a strategic plan across the county. This is huge celebration for us all, as without these sessions those opportunities may have not occurred at all.

Over the course of each programme, we aim to support the Duston community to:

1. **Have knowledge and trust in who to go to for support for young people**

We are hopeful that the local community is beginning to recognise us and learning from their young people about youth workers, who we are and the opportunities we provide. We are hugely hindered by time constraints in Duston and a lack of visibility within the area, but we are hopeful that

outreach sessions planned for this quarter will help us evidence that youth work services can support with guidance and signposting, engagement and community development.

Through our contact with the young people we now know, we are building relationships with parents and community guardians such as the community centre staff, local councillors and wider members of the community. In time, we hope all of these people would feel confident in approaching youth workers for support around young people and adolescent developments/ needs.

2. **Have happier young people in their community**

The young people are pleased to have a youth offer in their local area, which is evidenced in the growing numbers and attendances. Youth workers have observed them talk about the group and share something of their experiences and enjoyment from it. It is hoped that this is clear for community members to see, and we will continue to share the good news stories of Duston's local young people to help evidence the impact that sessions such as these can have.

We are looking forward to being outside more with them over the summer months and predict that this will show local people that there are opportunities for positive engagement for their own children and young people through the youth work process.

3. **Feel young people are safer and their community is safer**

We frequently converse with parents whose children wish to join our programmes, but are perhaps a little too young or not yet able - due to other commitments, and we have young people in attendance with additional needs, suggesting parents and carers have identified our sessions as a safe and inclusive space.

We are aware through safety mapping discussions with young people that the Limehurst area is considered as a potentially unsafe place and so by being visible in this area, however briefly, we can help to bring about confidence and change and support young people to share their experiences so that this area can be monitored in real time, across the age groups. As such, the council's ongoing support of a youth offer is instrumental in creating safe spaces for this cohort of young people within the community, and in turn confidence of parents and carer's will grow.

4. **See positive images and relationships with young people**

Through the community engagement events the young people have been able to meet lots of adults from their local area, and as identified earlier, this has helped them to feel much more welcome and included within the community. We are working towards building up young leaders to become more entrenched with the local council and sharing their views and experiences directly and we are utilising the media production opportunities to share this wider. We recognise that we need to deliver more social media content in the forthcoming programme and will aim to build this into our work for the Duston area over the next quarter.

5. **Develop a sense of responsibility and care for their young people & 6. Develop an empowered approach to advocate for their young people**

Alongside the changes to be worked on for young people, we understand that adults have a responsibility to demonstrate care for the younger members of the community too. We are hearing from current young people in attendance at the youth group, just how important it is for them to have a safe space to go, and we hope that we can forge a collective approach to its sustainability and future. As adults we must be able recognise the social and emotional needs of developing adolescents outside of formal education and how best to support them as they grow, develop a sense of self and make plans for their futures. This is an area that youth workers, young leaders and councillors need to consider together before the end of the 4th quarter, at the very least, so that young people do not feel let down, should the provision discontinue.

There is an opportunity for fundraising to be shared perhaps, and this requires some thought as to what is realistic and achievable across the board. We would like to further develop engagement with parents and carers to help evidence impact elsewhere and would welcome opportunities to work collaboratively on moving things forward.

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Upcoming programme:

Week	Date	Topic and activity	Outcome focus	Resource required
1	08/07/2024	Scavenger Hunt	1,2,3,4,6,8,11,13	Paper and Phone
2	15/07/2024	Rounders	1,2,6,7,8,11,13	Rounders Kit and Ball
3	22/07/2024	Guess The Food Brand	1,2,6,8	Snacks and Food
4	29/07/2024	Picnic	1,2,3,4,5,6,7,10,11,12,13,14,	Picnic Basket and Blanket. Food
5	05/08/2024	Water Balloon Fight	1,2,3,4,5,6,7,10,11,12,13,14,	Water Balloons and Towels
6	12/08/2024	Quiz Night/ Finish The Lyric	1,2,6,7,9	Laptop and Projector
7	19/08/2024	Sports and Van Day	1,2,3,4,5,6,7,10,11,12,13,14,	Balls, Equipment and The Free2talk Van
8	26/08/2024	Cultural Exchange	1,2,3,5,6,8,9	Drawings, song, food, representing different cultures and countries
9	02/09/2024	Talent Show	1,2,3,4,6,7,9	TBC
10	09/09/2024	NGAGE With Aquarius	1,2,3,4,5,8,9,10,11,12,14,15	N/A
11	16/09/2024	Ideas, feedback and Activity planning	1,2,4,5,6,7,8,9	Paper and Pencils
12	23/09/2024	Movie Night and Snacks / Young People's Choice	1,2,6,7,9	Food , Drinks and Snacks

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Community Interest Company

- **Next steps: Targets and milestones for the next period?**

Description of targets and milestones	Expected benefits	When and how they will be met	Steps to reach the target/milestone	Has this target/milestone been met and why? (complete next evaluation)
Increase numbers	• Improved peer relationships • More enjoyable sessions • Shared memories • Wider reach into the community • Better cohesion locally	How and when • Bring a friend session • Outreach sessions – • New flyers • Collaboration with the local school to interact with the young people • Creating young leaders	• Distribute flyers around the community • Send flyers to admin for printing • Visit the school with flyers and talk to the young people	
Continue to Engage in local community events/county-wide networking events	- Awareness of the community - Community respecting and caring for young people and vice-versa - Young people feeling safe in their community	- Collaborating with other services providers - Inviting local services like the police, firefighters, Aquarius etc - When possible, attending community events	- Send out invitations - Have conversations with young people about the community - Planinng, and co-production with young people	
Summer Outreach	- Engagement with the community - Awareness of the presence of youth provision in the area	- Planning for an outreach session additional to the usual youth group ? Errington park - Facilitate sessions outside simultaneously to the inside sessions	- Utilise the free2talk van - Going on walks with the young people - Talking to the community	

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Community Interest Company

Case study 3

Name of YP: w	Date Completed: 04/07/2024 Person Completing: Craig Shana
Address: Phone Number:	Date of birth: 10/2009 Age: 14
	Level of Need: 2

Overview of YP before Intervention
(e.g.what were the YP needs and how did these present? – what were the YP circumstances, or what was said or how did the YP behave to indicate these needs)

When W joined the group, they were initially very shy and would just stay with the people they already knew. They were difficult to engage, unsure of themselves and even peers found them challenging to talk too

Detail of the intervention
(e.g.what was the intervention, what were the objectives for the intervention, how long / how many sessions did they attend,)

The youth workers made an effort to start slowly and just keep attempting small interactions, each week. Across the last 12 weeks W has begun to trust the team more and more and have begun to openly share some of the hardships they and their family face. The intervention of focus was purely on building trusted relationships in a safe space.

Overview of YP now / following Intervention

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(e.g. In consideration to the needs identified, how does the young person now present, what behaviours have changed / what verbal messages do they give, how have their circumstances changed)

Through getting to know the staff at the Duston sessions, W has now been supported to attend another session in the week, with the Lowdown and this has built their confidence in seeking counselling advice and guidance for some of the struggles they are facing. This has improved their engagement with services more akin to their needs, and enabled ownership of managing issues. W presents with a renewed sense of confidence, improved resilience and reports that they feel safer to be who they really are, finally accepting themselves.

The behaviours observed following the youth work intervention include; W now welcoming others, speaking to new starters, engaging in recorded podcast conversations.

Has the YP demonstrated /able to:

1. Built trusted relationships with adults
2. Gained confidence, developed self-awareness and increase resilience
3. Increased feelings of safety
4. Increased awareness of local activities
5. Developed greater care and respect for people in their community
6. Developed healthy relationships with peers and others
7. Access and opportunities to develop a healthy hobby: Music, Art, Sport
8. A positive attitude to learning
9. Opportunities for active participation, co-production, ownership and leadership

Feedback from W is:
"thank you, I am not sure where I would be now without you guys believing in me and showing me options"

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Community Interest Company

APPENDIX G

DUSTON PARISH COUNCIL

Duston Parish Council Report: Proposal for Seed Funding to Support Emerging Voluntary Groups

Introduction

The Community Services Committee has expressed a desire to provide seed funding to emerging voluntary groups within Duston Parish. Currently, Duston Parish Council (DPC) only awards grants to organisations that have an established bank account and a formal constitution. While this policy ensures that funds are allocated responsibly, it may inadvertently exclude fledgling groups that have not yet become fully established.

This report outlines the rationale behind offering seed funding, addresses potential concerns, and provides recommendations for implementing a seed funding program.

Background

The existing policy of DPC restricts grant eligibility to organizations with their own bank accounts and constitutions. The Community Services Committee believes that this requirement can be a barrier for new and emerging groups that may not yet have these formal structures in place. Seed funding is seen as a way to help these groups get started, enabling them to establish themselves and grow within the community.

Key Considerations

1. **Risk Management**

   The primary concern with seed funding is the risk associated with paying public money into individual private bank accounts. The Clerk advised the Community Services Committee that this practice is generally not considered good practice and carries inherent risks. Specifically, if a significant sum of money were misappropriated, the Council could face strong criticism and potential reputational damage.

2. **Legal Implications**

   Under the General Power of Competence (GPC), it is legally permissible for the Parish Council to provide seed funding to individuals. However, if the Council were to lose the GPC, the legal framework for providing such funding would become more complex. The Clerk has advised that while this approach is legally feasible under the GPC, it must be handled with caution.

3. **NCALC Advice**

   The Northants County Association of Local Councils (NCALC) was consulted for further guidance. NCALC advised that while providing seed funding directly to individuals is not typically seen as good practice, it can still bring benefits if managed carefully and sensibly. The emphasis was on ensuring that the process is transparent and that funds are used appropriately.

Proposal

The Community Services Committee believes that seed funding is a worthwhile initiative that can provide vital support to local groups in their early stages. To mitigate the risks identified, the following recommendations are proposed:

1. **Grant Cap**

   It is recommended that seed funding grants be capped at a maximum of £100 per application. This limit minimizes the financial risk to the Council while still providing meaningful support to emerging groups.

2. **Application Form Development**

   The Community Services Committee should be tasked with developing a

standardized application form for seed funding. This form would include requirements for applicants to provide detailed information on how the funds will be used and to submit receipts to Duston Parish Council as proof of expenditure.

3. **Council Review and Adoption**
   Once the application form has been developed, it should be brought back to the full Council for review and formal adoption. This step ensures that all councillors have the opportunity to provide input and that the process is fully endorsed by the Council.

4. **Funding Source**
   Seed funding should be allocated from the existing grant budget. This ensures that the initiative is financially sustainable and does not require additional resources.

Conclusion

The proposal to offer seed funding to emerging voluntary groups represents a proactive approach to fostering community development within Duston Parish. By carefully managing the process and implementing safeguards, the Council can support new groups in getting established while minimizing financial risk.

Recommendation

The Council is advised to approve the following actions:

1. Agree to provide seed funding grants up to a maximum of £100.
2. Task the Community Services Committee with developing an application form and process, including a requirement for recipients to submit receipts.
3. Review and adopt the proposed application form once it has been developed.
4. Allocate seed funding from the existing grant budget.

This initiative has the potential to empower local groups, strengthen community engagement, and contribute to the overall well-being of Duston Parish.

APPENDIX H

DUSTON PARISH COUNCIL

Grant Application Form

Name of organisation	St Mary's Ukrainian School
Nature of organisation (e.g. Registered Charity, CIC, Voluntary)	Registered Charity
Charity Number (if applicable)	1203839
Date Organisation was set up	June 2023

Amount being requested	£2100
How much will the whole project cost?	41,205
Are you applying to other grant making bodies	Yes
If yes, who else have you applied to and how much?	We filled out a grant to AUGB for equipment and materials for training, £4850
Is this a one-off or on-going project?	it is on-going project
Date the project/work will start	September 14, 2024
Expected completion date (if applicable) and how will success of the project be measured?	We plan to continue the project in 2025. An indicator of the success of the project will be an increase in the number of students and their involvement in the activities of the local community.

Aims and Objectives of the organisation and activities in Duston	We plan to use the grant funds to rent the St. Luke Community Centre until the end of the 2024 school year (14*£150) , so we are asking for the amount of £2100.

How will this project benefit the residents of Duston (continue on a separate if necessary)	Since, along with Ukrainian language lessons, students will learn dance, art, singing, drama we will participate in local council events, participate in clean-up activities, and be able to make good feedback about the Duston local council at various events.

Checklist

☐ Read the guidelines.

☐ Ensure all questions are answered.

☐ A copy of your written constitution enclosed if available

☐ A copy of the previous year's accounts or, for new initiatives, a detailed budget and business plan. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

☐ A copy of Annual Report enclosed if available

APPENDIX I

DUSTON PARISH COUNCIL

Duston Parish Council Report: Consideration of Bollard Installation on Newton Road Open Space

Introduction

The Environment Committee recently discussed the potential installation of bollards on Newton Road Open Space. The primary purpose of this installation would be to prevent unauthorised motor vehicle access to the green open space, thereby protecting it from potential misuse and preserving it for community use.

Proposal Details

- **Purpose**: The installation of bollards would serve to block unauthorised vehicle access onto the green, which could help prevent unauthorised encampments and deter adjacent property owners from using the space as additional parking. Although there have been no unauthorized encampments on this piece of land to date, the measure would be preventative.
- **Design Considerations**: The proposal suggests installing bollards along both sides of the green. To maintain access for necessary maintenance, such as grass cutting, two or three of these bollards would need to be removable.
- **Cost Implications**: The estimated cost for the installation of the bollards is £2,500, plus the cost of each bollard. This cost has not been included in the current year's

budget, meaning the funding would need to come from the Council's reserves or be allocated in the 2025/26 budget.

Key Considerations

1. **Planning Permission**

   The Clerk could investigate whether planning permission is required for the installation of bollards on this open space.

2. **Budgetary Constraints**

   The Council has not budgeted for this expenditure in the current financial year. If the decision is made to proceed, the funds would need to be drawn from the Council's reserves, or the project could be deferred until the 2025/26 financial year when it can be included in the budget.

3. **Community Concerns**

   There have been complaints from residents about adjacent properties using the green space as an additional parking area. While bollards could mitigate this issue, the Council may wish to consider the impact on local residents and weigh the benefits of immediate action versus continued monitoring.

4. **Alternative Approach**

   An alternative option would be to monitor the situation and defer the installation of bollards to a later date. This approach would allow the Council to assess whether the issue of unauthorised vehicle access escalates before committing to the expenditure.

Recommendations

The following recommendations are proposed for the Council's consideration:

1. **Investigate Planning Requirements**

   The Clerk should determine whether planning permission is necessary for the installation of bollards on Newton Road Open Space.

2. **Assess Funding Options**

   The Council should consider whether to allocate funds from reserves for the current financial year or to include the project in the 2025/26 budget.

3. **Community Consultation**

   Possibly engage with local residents to gauge their opinions on the proposed installation and to assess the level of concern regarding unauthorised vehicle access and parking.

4. **Monitor the Situation**

   Alternatively, the Council could opt to monitor the situation over the coming months and reconsider the need for bollards if the issue persists or escalates.

Conclusion

The installation of bollards on Newton Road Open Space could provide a proactive solution to preventing unauthorised vehicle access and preserving the integrity of the green space. However, the Council must weigh the immediate benefits against the costs, potential planning requirements, and community feedback.

APPENDIX J

Planning Service
Place Directorate

West Northamptonshire Council
The Guildhall, St Giles Square, Northampton, NN1 1DE
Email: planning@westnorthants.gov.uk
Web: www.westnorthants.gov.uk

IMPORTANT – PLANNING CONSULTATION
FAO of the Parish Clerk
Duston Parish Council
Duston Community Centre
Pendle Road
Duston
Northampton
NN5 6DT

Contact: Jonathan Moore
Telephone No: 07785 287 749
Email: planning@westnorthants.gov.uk
Date: 28 August 2024

Dear Sir/Madam

Town and Country Planning Act 1990
Town & Country Planning (Development Management Procedure) (England) Order 2015
Standard Consultation Planning

Application No.	**2024/3961/FULL**
Proposal	**New dwelling**
Location	**Land at 35 Deancourt Drive Northampton NN5 6PY**

This is a consultation on the above proposal If you have any comments to make, please make them by 18 September 2024.

A copy of the application, accompanying plans and relevant documents can be viewed on the Council's on-line register at https://wnc.planning-register.co.uk/Planning/Display/2024/3961/FULL?cuuid=1A693051-6E29-41DB-880D-345AAF05524E. This will also tell you the current status of the application together with other useful information, including the reason for this consultation (on the 'Consultee' tab under the 'Constraints List').

If you do not have access to the website you may inspect the application, the plans and other documents submitted with it (including the Environmental Statement) at this office at any time between 8:45 a.m. and 5:15 p.m. Monday to Thursday and up to 4:45 p.m. on Friday. Any member of staff will be able to assist you with general information regarding the application; if you wish to speak to the Case Officer you should make an appointment before visiting the office. The information will be available for inspection for at least 21 days from the date of this letter.

Please submit your comments via the Online Planning Register using the following link: https://wnc.planning-register.co.uk/Planning/Display/2024/3961/FULL?cuuid=1A693051-6E29-41DB-880D-345AAF05524E Please DO NOT submit comments by manually going to the planning register and using the 'Comments' tab, as this will submit your comments as a neighbour. The above link to the Online Planning Register is unique to you as a consultee.

Guidance on how to submit your comments and the information you can include is available on our website using the link below:
https://www.planningportal.co.uk/planning/having-your-say/planning-applications

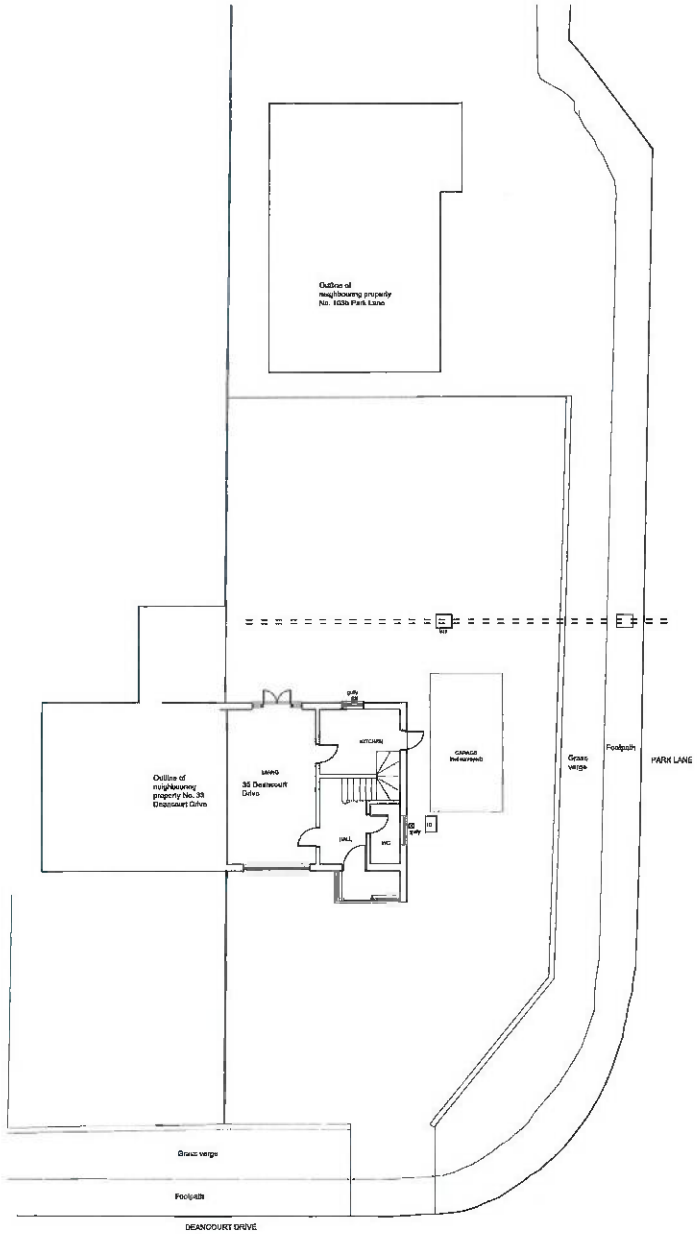
To ensure your comments are received promptly please submit them electronically where possible. If you have received this letter in hardcopy format and would like to receive it electronically then please email planning@westnorthants.gov.uk and advise us of the email address you would like consultations sent to.

If you need more time you should contact us no later than **18 September 2024**. We can only grant more time in exceptional circumstances and we would need your reasons for the request, together with a firm date by which we will have received your comments.

Yours faithfully

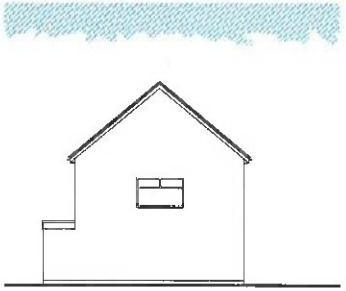
Jonathan Moore

Jonathan Moore
Senior Planning Officer
Planning Service



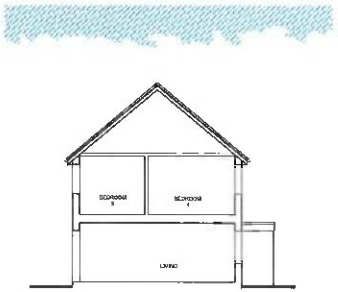
GROUND FLOOR PLAN

FRONT ELEVATION

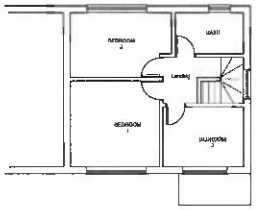


SIDE ELEVATION

REAR ELEVATION



SIDE ELEVATION



FIRST FLOOR PLAN

SITE PLAN @ 1:1250

SKETCHHAUS

SCALE: 1:100

SCALE: 1:50

N

EXISTING
PLANS & ELEVATIONS

CLIENT:
Mr S. Kale

DESCRIPTION:
Proposed new dwelling adjacent No. 35 Deancourt Drive, Northampton, NN5 6PY

TITLE:
Plans & Elevations

PROJECT No: SAS-8112-1

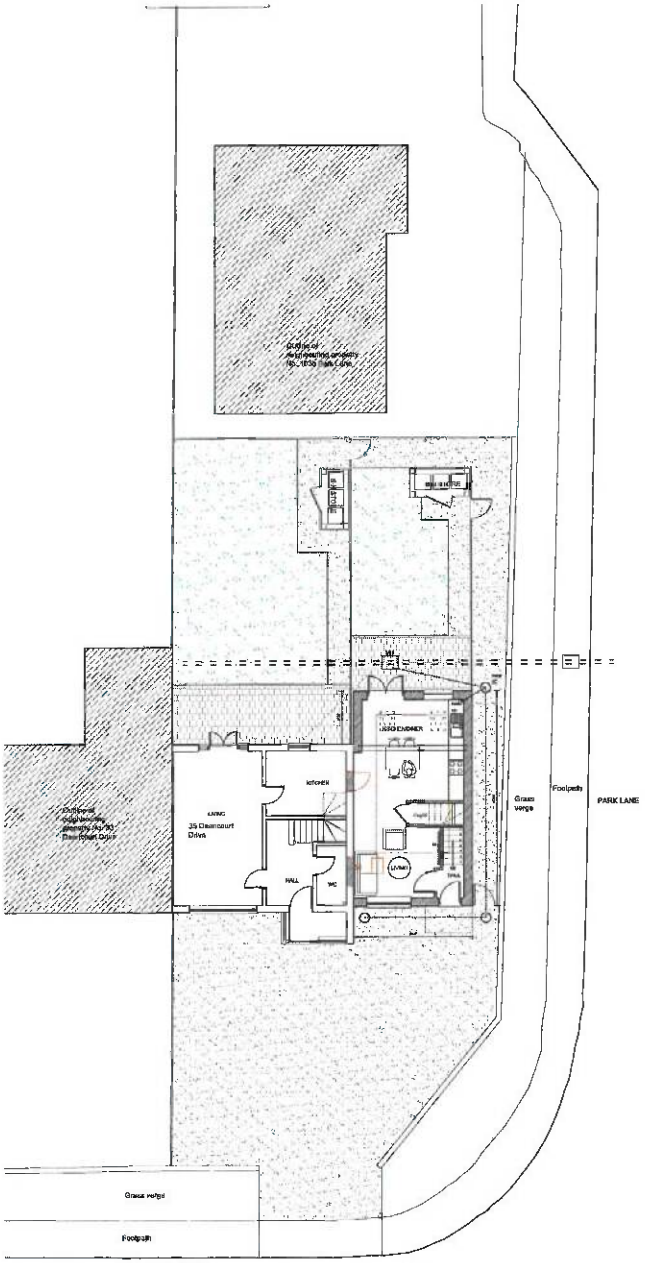
DATE: July 2024

DRAWN BY: A.N

CHECKED BY: L.A

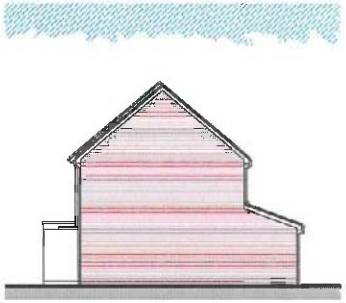
SCALE:
1:100 @A1

REVISION



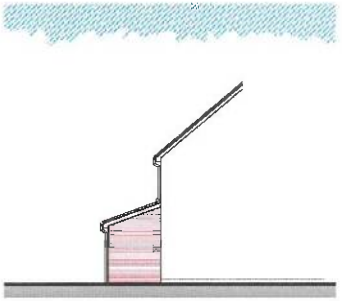
GROUND FLOOR PLAN

FRONT ELEVATION

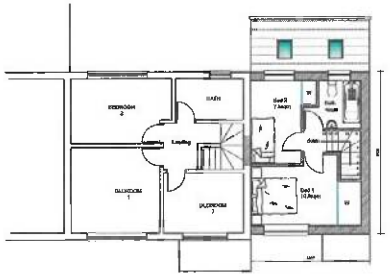


SIDE ELEVATION

REAR ELEVATION



SIDE ELEVATION



FIRST FLOOR PLAN

External Materials

Walls
Facing brickwork with render to front elevation similar to surrounding dwellings
Roof
Roof tiles similar to surroundings
Windows/Doors
New double glazed windows and doors.
Boundary Treatments
1800 mm timber close board fencing to rear

SKETCHHAUS

SCALE: 1:100

N

PROPOSED
PLANS & ELEVATIONS

CLIENT:
Mr B. Kola

DESCRIPTION:
Proposed new dwelling adjacent No. 35 Deancourt Drive, Northampton, NN5 6PY

TITLE:
Plans & Elevations

PROJECT No: SAS-B112-2a

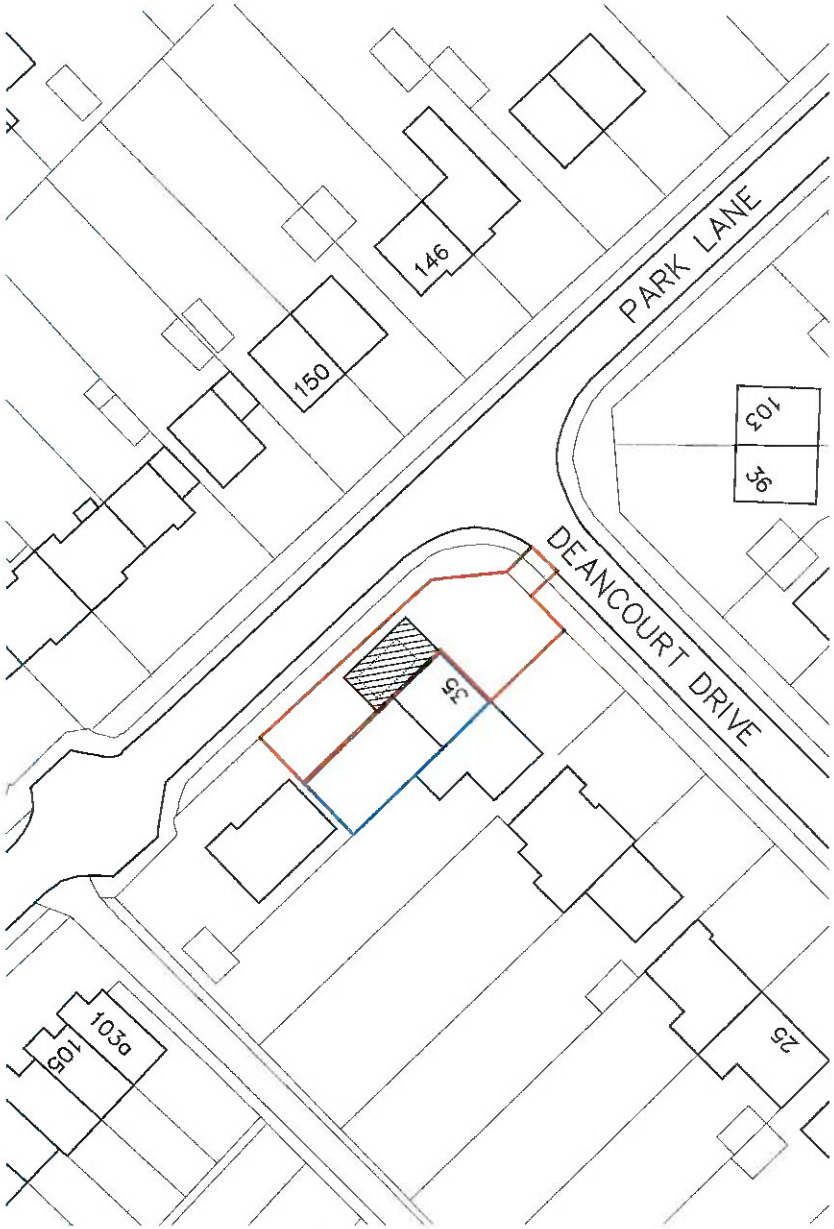
DATE: July 2024

DRAWN BY: A.N

CHECKED BY: L.A

SCALE:
1:100 @A1

REVISION



BLOCK PLAN @ 1:500

Gross Internal Area - **61.5sqm**
Site Area - **117sqm**

LOCATION PLAN @
1:1250

0 5 10 20 25m
SCALE: 1:500
0 25 50 60m
SCALE: 1:1250

SKETCHHAUS

N

LOCATION & BLOCK PLAN

CLIENT:
Mr B. Kola

DESCRIPTION:
Proposed new dwelling adjacent No. 36 Deancourt Drive, Northampton, NN5 6PY

PROJECT No: SAS-B112-3a

DATE: July 2024

DRAWN BY: AN

CHECKED BY: LA

SCALE:
1:500, 1250 @A3

REVISION

APPENDIX K

DUSTON PARISH COUNCIL

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

Environment Committee Minutes
Thursday 18th July 2024 7pm

Chair: Cllr P Enright-King

Councilors Present:
Cllrs Craven, Dickenson, Ennis-Clark, Ingram, Liddon

IN ATTENDANCE:
Gary Youens – Clerk

EC17/24. To receive apologies for absence

- No apologies were received.

EC18/24. To receive and approve for signature the minutes of the meeting held on Thursday 20th June 2024 (APPENDIX A)

- **RESOLVED:** That the minutes of the meeting held on Thursday 20th June 2024 were approved as a true record and duly signed by the Chair.

EC19/24. 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.

EC020/24. Public Participation Session

- A member of the public spoke in relation to agenda item EC22/24. They have some volunteers already but asked the Parish Council for help in trying to recruit some more.

EC21/24. Signage in Sussex Close

- The Clerk present the request for signage from a resident in Sussex Close. People are parking in Sussex Close to use St Luke's Field.
- It was noted by the meeting Sussex Close is a public highway and any car that has tax, MOT and insurance is entitled to use it. It is not a private road.

- **RESOLVED:** Not to install signage as no Highway Code Rules are being broken.

EC22/24. Community Speed Watch Initiative

- **RESOLVED:** To support the Community Support Initiative by helping to advertise for more volunteers.

EC23/24. Signage in Parks

- **RESOLVED:**

  a) To purchase new park signs now for The Quarry, Telstar Way and Newton Road.
  b) The new signs will be based on the same design as in other parks in DPC ownership (APPENDIX B)

EC24/24. Signage on Dogs on Leads

- **RESOLVED:** Not to install signs in DPC parks saying "All Dogs Must Be Kept on Leads".

EC25/24. CCTV Stickers

- **RESOLVED:** To purchase some small CCTV Monitoring Stickers to act as a deterrent.

EC26/24. No unauthorised Motor Vehicle Signs

- **RESOLVED:**

  a) All DPC Parks should have signage saying "No Unauthorised Vehicles Allowed".
  b) The wording should the same as they have in some other parks in Northampton.

EC27/24. Newton Road Public Open Space

- **RESOLVED:**

  a) To get a quote to get some idea of the cost involved.
  b) To present the quote to a future Council meeting for discussion and consideration..

EC28/24. Haydown Green Bench

- **RESOLVED:** To purchase and install a bench for Haydown Green play area (APPENDIX C)

EC29/24. Devolution of Environmental Services

- The Committee expressed an interest in devolution but felt more details need to be provided before any decision could be made.
- The Clerk said West Northamptonshire Council have not indicated they are considering any devolution of environmental services in the foreseeable future.

- **RESOLVED:** To adopt a "Wait and See Approach" when it comes to devolution of services from West Northamptonshire Council.

EC30/24. Tree inspections

- **RESOLVED:** It was noted tree inspections would be carried out on the following Telstar Way, Duston Wildes / Quarry, Clipton Way, Brockwood Close, Westbury Close & Cheddar Close.

The meeting finished at 8:42pm

APPENDIX L

DUSTON PARISH COUNCIL

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

Community Services Committee
Minutes 5th August 2024 7pm

Chair: Cllr S Maitland

Councilors Present:
Craven, Roper, Golby

IN ATTENDANCE:
Gary Youens – Parish Clerk

CSC09/24. To receive apologies for absence

- Apologies were received from Cllrs Enright-King and Ennis-Clark.

CSC10/24. To receive and approve the minutes of the Community Services Committee on Wednesday 29th May 2024 (APPENDIX A)

- **RESOLVED:** That the minutes of the Community Services Committee meeting held on the 29th May 2024 were approved as a true record and duly signed by the Chair.

CSC11/24. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda

- No declarations of interest of interest were declared.

CSC12/24.Public Participation Session

- There were no members of the public present

CSC13/24. Community Service Committee Working Parties

- There were no updates from the Working Parties.
- Cllr Sandie Maitland said the working parties have fulfilled their purpose and it is now time to bring them to an end and discuss these matters within the Committee.

- **RESOLVED:**

  a) To disband the all working parties as stated on the agenda except the Grants Working Party.
  b) The Grants Working Party will report back when required. The purpose of the Grants Working Party is to consider grant applications and report back to Committee or Council. All members of the Committee are invited to attend the Grants Working Party.

CSC14/24. Free2Talk Report

- **RESOLVED:**

  a) The Free2Talk report was discussed and noted.
  b) That the Free2Talk Report should be presented to Council.
  c) That it is recommended to Council that the Free2Talk contract is renewed for an additional 12 months from November.
  d) Cllr S Roper will contact Free2Talk to seek clarity about the unused half hours for outreach that accumulated over the winter. They would be used over the summer.
  e) Cllr S Roper will also raise the possibility of the temporary skate ramp.

CSC15/24. Newsletter

- The Committee discussed the newsletter and despite the length of time it has taken to get out it has been worthwhile. Not everybody looks at DPC Facebook Page, Twitter and website.
- When it comes to delivery next time it should be clearer what out expectations are.
- The Committee discussed the possibility of sending the newsletter through the post but this would add significantly to the cost. It should be delivered by a local leaflet company which is cheaper.

- **RESOLVED:**

  a) The Clerk to begin the next draft of the newsletter so it can be presented to a Council meeting in September or October.
  b) It should be the same design and format as before called "Duston Together".
  c) The Clerk to contact local leaflet delivery companies to get clarity on the timescale in which it can be delivered.

CSC16/24. Northampton West Local Area Partnership

- Cllr Golby gave an overview of the Local Area Partnership. LAPs cover all parts of West Northamptonshire. Cllr Golby gave a summary about LAPs.

    - Been going for 18 months
    - Good attendance at them
    - Both Duston PC and Upton PC are represented on the Northampton West LAP.
    - Police and St Lukes Surgery are on there.
    - Northampton West LAP had a community fun day at St Crispin Centre.
    - Northampton West LAP is engaging with The Duston School.
    - The Duston School has high expectations of its students with zero tolerance for vaping. Number of permanent exclusions is on the decrease.
    - LAPs help with social care coordination.
    - Looking to put a Family Hub somewhere in the LAP area.

CSC17/24. Bleed Kit

- The Clerk reported that a bleed kit has been donated by The Duston School following the fatal stabbing of a teenager in Kingsthorpe.

- **RESOLVED:** To place the bleed kit in the defibrillator box at St Lukes Centre, if possible.

CSC18/24. Public Living Room

- This is an initiative by a staff member. It will be at Duston Community Centre in a room which currently has no bookings. It will start in September.
- It will be a trial period for about 4 months or so.

- **RESOLVED:** To approve this initiative and see how it goes (APPENDIX C)

CSC19/24. Security at Duston Fun Day

- The Clerk reported at the Council meetings questions were raised about the security arrangements. The Clerk said the item has been placed on this agenda to find a way forward to ensure correct procedures are followed.
- Discussion centred whether the parking attendant was an event steward or security guard.

- **RESOLVED:** The issue is carefully looked at next year in the Event Planning process to ensure security industry standards are being adhered.

CSC20/24. Grant Application Criteria

- The Clerk reported that it is not best practice to pay public money into private individual bank accounts. The Clerk spoke to the Internal Auditor who advised against the Council putting taxpayer money into private accounts. How can the Council be sure the money was spent appropriately? The Clerk has also contacted NCALC Member Advisory Service who said the same.
- However, the Committee still thought "seeding funding" was useful and should still be pursued. It was felt NCALC should be asked again.

- **RESOLVED:**

  a) The Clerk to approach NCALC again about the legalities of seed funding and whether this is something the Council could pursue if it wants.

  b) Once an answer has been obtained to put this on a Council agenda for further discussion.

CSC21/24. DPC Corporate Objectives

- The Committee discussed the idea of a new Corporate Plan based on the Objectives.

- **RESOLVED:**

  a) The Committee welcomed the Corporate Objectives approved by the Council.
  b) The Clerk should produce a draft Corporate Plan for the Council and Committees to discuss.

CSC22/24. DPC Health & Wellbeing Strategy

- The Clerk and Cllr Golby briefed the Committee on how this is being taken forward.

- **RESOLVED:** It was noted what has been on the Health & Wellbeing Strategy since it was adopted by the Council.

The meeting finished at 8:33pm

APPENDIX M

DUSTON PARISH COUNCIL

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

Planning Committee Minute
Thursday 29th August 2024 7pm

Chair: Cllr M Ingram

Councillors Present: Liddon, Enright-King, Mumford, Littlewood

IN ATTENDANCE:
Gary Youens – Clerk

PC18/24. To receive apologies for absence

- There were no apologies received.

PC19/24. To receive and approve for signature the minutes of the meeting held on Thursday 25th July 2024 (APPENDIX A)

- **RESOLVED:** That the minutes of the meeting held on Thursday 25th July 7pm were approved as a true record and duly signed by the Chair.

PC20/24. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda

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

PC21/24. Public Participation Session

- A Member of the Public spoke on their request for land to be acquired in Rochelle Way. The Chair and Clerk advised that Full Council would be more appropriate to discuss this.

PC22/24. To Discuss Planning Applications Received from West Northamptonshire Council

- **RESOLVED**: That the following Planning Applications were discussed with the following comments agreed:

	Planning Application No	Site Address	Proposal	DPC Comments
a)	2024/3694/FULL	8 Kirkholme Gardens Northampton NN5 6AE	Rooflights for loft conversion	No Comments or Observations
b)	2024/3114/FULL	6 Galahad Court Northampton NN5 4BH	First floor rear extension	No Comments or Observations. It is noted that this is within Upton Parish Council.
c)	2024/3873/FULL	31 Weggs Farm Road Northampton NN5 6HD	Single storey rear extension, and new ground floor side window	No Comments or Observations.

PC23/24. Duston Parish Council Corporate Objectives

- The Clerk advised they have started to write a draft Corporate Plan that will be presented to Council.
- It was suggested that the discussion of a new Neighbourhood Plan should be deferred until a new WNC Local Plan has been produced.

- **RESOLVED:** To note the DPC Corporate Objectives.

PC24/24. West Northamptonshire Council Consultations

- **RESOLVED:**

  a) Any suggested responses should be sent to the Clerk
  b) The Clerk to contact West Northamptonshire Council to raise the possibility of electric charging points outside Duston Library & Community Centre.

PC25/24. S106 / CIL Update

- The ward councillors have approved the Section 106 funding for play equipment in Mendip Park. It has now gone to the Director for final approval.

PC26/24. S106 Application for Errington Park Path

- The Committee discussed the benefits of having a path around the perimeter of Errington Park. Having a path would be useful in winter when Errington Park becomes waterlogged.

- **RESOLVED:** That this should be discussed at the next Council meeting to move the project on.

Meeting closed at 8:26pm

APPENDIX N

DUSTON PARISH COUNCIL

Duston Parish Council Report: Consideration of a Duston Parish Council App

Introduction

Duston Parish Council is considering the adoption of a Town/Parish Council App offered by Cuttlefish, the same company that currently provides our website services. The proposal is to trial the app for two years at a cost of £225 per annum, allowing the Council to evaluate its effectiveness as a tool for community engagement.

Proposal Overview

- **App Features**: The app would replicate the Duston Parish Council website in app form, providing residents with convenient access to news, updates, and information directly on their smartphones. For example, residents could receive notifications for events such as the installation of new benches or other Council activities.
- **Cost**: The annual cost for the app is £225, which is considered a reasonable expenditure for the potential benefits it could bring in terms of enhanced communication with residents.
- **Duration**: The proposal suggests trialling the app for two years to assess its utility and impact before committing to a longer-term subscription.

Key Considerations

1. **Demand and Usage**
    - There is currently no data available to indicate a specific demand for a Parish Council app among Duston residents. However, the cost of the app is relatively low, making it a feasible investment to explore its potential benefits.
2. **Current Digital Engagement**

- Duston Parish Council already maintains an active online presence, primarily through its website, which is mobile-compatible, and social media platforms such as Facebook and Twitter. The website's compatibility with smartphones means residents can access the same information without the need for an additional app.
- With the growing trend toward requiring paid advertising on social media platforms to achieve significant reach, having a dedicated app could provide a direct, cost-effective channel for communicating with residents.

3. **Potential Benefits of the App**
   - As Duston Parish Council takes on more services, including managing parks and allotments, the need for a dedicated communication tool like a smartphone app could increase. The app would allow residents to easily access information about local services, report issues, and stay informed about Council decisions and activities.
4. **Promotion and Awareness**
   - If the Council decides to adopt the app, it could be promoted through the "Duston Together" newsletter and other communication channels to raise awareness and encourage downloads among residents.

Recommendations

Given the potential benefits and the relatively low cost of the app, the following recommendations are proposed for the Council's consideration:

1. **Approve a Two-Year Trial of the App**
   - The Council should consider approving a two-year trial period for the app at the cost of £225 per annum. This trial would allow the Council to gather data on its usage and effectiveness as a communication tool.
2. **Monitor and Evaluate Usage**
   - During the trial period, the Council should monitor the app's usage, collecting feedback from residents to determine whether it meets their needs and enhances engagement.
3. **Promote the App in Council Communications**
   - To ensure the app's success, the Council should actively promote it through the "Duston Together" newsletter, social media, and the Council website. This will help maximize awareness and encourage residents to download and use the app.
4. **Review After Two Years**

- At the end of the two-year trial, the Council should conduct a thorough review of the app's performance and decide whether to continue, discontinue, or expand its use.

Conclusion

The Town/Parish Council App presents an opportunity for Duston Parish Council to enhance its communication with residents, particularly as it takes on more local services. While there is no current evidence of specific demand for the app, the low cost and potential benefits make it a worthwhile investment to explore. The proposed two-year trial would provide ample time to assess its effectiveness and make an informed decision about its future use.

Gary Youens

From: Cuttlefish Multimedia <localcouncils@cuttlefish.com>
Sent: 06 August 2024 18:02
To: Gary Youens
Subject: Introducing Our New PTC App

cuttlefish
WEB • APP • DESIGN

Parish & Town Councils

Available on
iPhone & Android

Introducing the new Parish & Town Councils App!

We're excited to announce that the Parish and Town Councils mobile app is now available! The app enables your visitors to view key council information on the go in your own branded mobile application.

Apps are a great modern way to engage with your visitors and to share notifications directly to their devices when you add new content.

Just £225 per annum with no set up costs!

What Does It Include?

Visitors can:

- read the latest council news
- view your events calendar
- see when the next council meetings are
- review the current councillor list
- click on quick links to be directed to your website
- receive notifications when you add new content
- search through your news and events
- share any of your posts to their own social media accounts

Get your Version Now

Details about the app can be found here
Our team are also happy to take your order or answer any questions and so please feel free to drop us a Support Ticket via your website.
Admin > Control Panel > Support Tickets

How Will It Work?

Simply ask your residents to download the Parish & Town Council's App from either the iOS Apple Store or the Android play Store and select your council from the list.

The app will replicate your website's colours and content - so you don't have to mess around with any set up.

Your website's news, events, council meetings, representatives and quick links will automatically present in the app, saving you time and effort populating it.

Visitors will get notifications when you add news, events and meetings so they can see all your latest updates live.

Websites designed specifically for Parish & Town Councils

Simplifying services, strengthening communication.

APPENDIX O

Section 3 – External Auditor's Report and Certificate 2023/24

In respect of **Duston Parish Council – NH0077**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2024; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2023/24

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

NONE

3 External auditor certificate 2023/24

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2024.

External Auditor Name

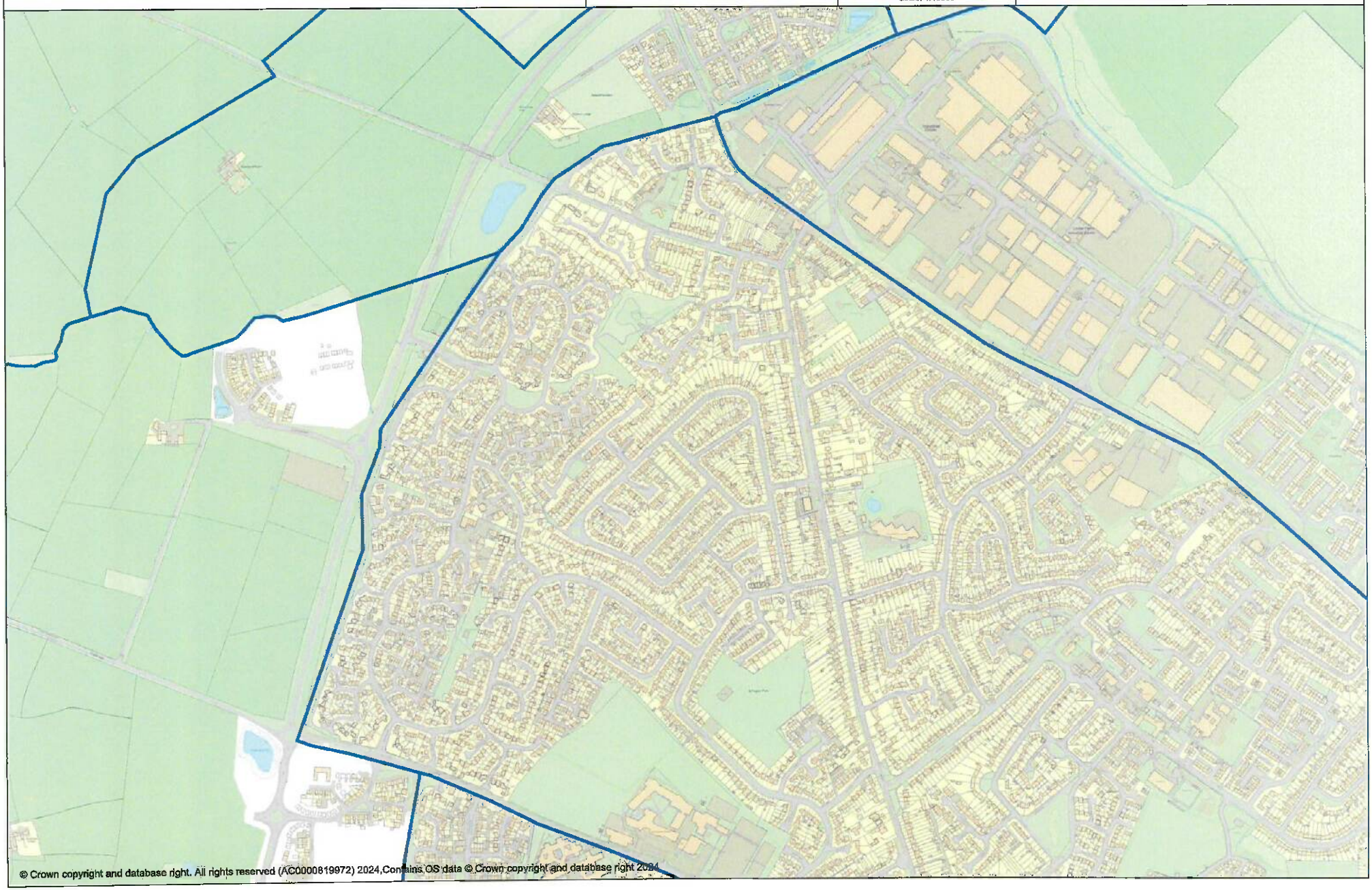
PKF LITTLEJOHN LLP

External Auditor Signature	PKF Littlejohn LLP	Date	09/08/2024

APPENDIX P

	Duston	
	Author: G. Youens	0 50 100 150 200m Scale: 1:10000
	Date: 30/08/2024	

PARISH ONLINE



APPENDIX G

DUSTON PARISH COUNCIL

Duston Parish Council Report: Surveying of Park and Open Space Boundaries

Introduction

Duston Parish Council has recently assumed responsibility for several parks and public open spaces (POS) from Northampton Borough Council. These areas include both well-established spaces and new additions to the Council's portfolio. To ensure that the Council can make informed decisions regarding the management and use of these areas, it is proposed that a surveyor be engaged to accurately determine the precise boundaries of each site.

Background

- **Parks and Open Spaces Transferred**:
  - In 2021, Duston Parish Council took over the management of Errington Park, Grafton Way, Mendip Park, and Melbourne Lane Open Space from Northampton Borough Council.
  - In 2024, additional spaces, including The Quarry, Westbury Close POS, Newton Road POS, Brockwood Close POS, Cheddar Close POS, and Clipton Way POS, were also transferred to the Council.
  - These parks and POS have been in operation for many years, with Errington Park being established in 1939.

- **Current Situation**:
    - The Council is considering whether to commission a surveyor to determine the precise boundaries of these parks and open spaces. This would enable the Council to make more informed decisions about their management, potential development, and community use.

Key Considerations

1. **Surveying Costs**:
    - The cost of engaging a surveyor is currently unknown and has not been budgeted for in the 2024/25 financial year. If the Council decides to proceed, it would need to consider funding options, such as drawing from General Reserves or budgeting for this in the 2025/26 financial year.
2. **Timing**:
    - The Council needs to decide whether to proceed with the survey now, allocate funds in the upcoming budget, or defer the decision to a later date.
3. **Exclusions**:
    - It is not recommended to include Telstar Way POS in this exercise, as it is a brand-new development that has only been operational for a few months. The boundaries of this site are likely already well-defined.
4. **Future Decision-Making**:
    - Should the Council opt to proceed with the surveying, it will need to decide on subsequent actions based on the survey results at a later date.
5. **Ongoing Dispute Resolution:**
    - If the Council decides to rectify historic encroachments it should be prepared for some strong resistance thus possibly increasing legal costs.

Options for Council Consideration

1. **Commission the Survey Now:**

- The Council could decide to commission a surveyor immediately, funding the project from General Reserves. This option would allow the Council to quickly gain accurate boundary data for decision-making.

2. **Budget for 2025/26**:
    - Alternatively, the Council could choose to budget for the surveying in the 2025/26 financial year, allowing for a more planned and budgeted approach.
3. **Defer the Decision**:
    - The Council may also choose to defer this decision until a future date, potentially waiting until specific issues arise that necessitate precise boundary information.

Recommendations

Given the importance of accurate boundary information for effective park and POS management, the following recommendations are proposed:

1. **Gather Cost Estimates**:
    - The Council should first obtain detailed cost estimates for surveying the boundaries of the parks and open spaces. This will provide a clearer picture of the financial implications.
2. **Consider Immediate or Future Budgeting**:
    - Based on the cost estimates, the Council should decide whether to proceed with the survey immediately using General Reserves or to include it in the 2025/26 budget.
3. **Exclude Telstar Way POS**:
    - Telstar Way POS should be excluded from this exercise due to its recent establishment and likely well-defined boundaries.

4. **Plan for Follow-Up Actions**:
    - If the survey is conducted, the Council should prepare to discuss and decide on any necessary follow-up actions based on the survey findings.

Conclusion

Surveying the precise boundaries of Duston Parish Council's newly acquired parks and open spaces is an important step in ensuring their effective management and protection. While the cost and timing of this project need careful consideration, obtaining accurate boundary data will help the Council make well-informed decisions in the future.

APPENDIX R

Duston Parish Council

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 1 - Current A/c 03573680

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Barclays Community A/c 3680	30/06/2024	3	28,178.69
			28,178.69

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		28,178.69

Unpresented Receipts (Plus)		
	0.00	
		0.00
		28,178.69
	Balance per Cash Book is :-	**28,178.69**
	Difference is :-	**0.00**

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 2 - Business Saver A/c 63253058

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Business Saver A/c 3058	30/06/2024		765,060.22
			765,060.22
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			765,060.22
Unpresented Receipts (Plus)			
		0.00	
			0.00
			765,060.22
		Balance per Cash Book is :-	**765,060.22**
		Difference is :-	**0.00**

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Duston Parish Council

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 5 - Petty Cash

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Petty Cash	30/06/2024		82.37
			82.37
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			82.37
Unpresented Receipts (Plus)			
		0.00	
			0.00
			82.37
		Balance per Cash Book is :-	**82.37**
		Difference is :-	**0.00**

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Duston Parish Council **Petty cash count and reconciliation**

Jun-24		Float		
		Per count		
		20	60.00	
		10	10.00	
		5	5.00	
		2	2.00	
		1	3.00	
		0.5	1.00	
		0.2	0.80	
		0.1	0.40	
		0.05	0.10	
		0.02	0.06	
		0.01	0.01	
			82.37	IN TIN
	In safe		0.00	
			82.37	Agreed

Reconciliation to RBS		Jun-24		
In tin b'wd			87.27	
Cash received (trf from bankings sheets)				
	Trf in from cash takings			
	Trf to Facilities float			
	Trf in from facilities			
			87.27	
Cash paid out in month			4.90	
= Cash in tin			82.37	0.00
Balance per RBS			82.37	

Petty cash expenses paid

Ref	**Description**	**£**
Jun 1	Lemons	0.95
Jun 2	Ginger and limes	2.45
Jun 3	Balloons	1.50
		4.90

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 8 - Facilities float

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Facilities float	30/06/2024		11.65
			11.65
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			11.65
Unpresented Receipts (Plus)			
		0.00	
			0.00
			11.65
		Balance per Cash Book is :-	**11.65**
		Difference is :-	**0.00**

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

APPENDIX S

Duston Parish Council

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 1 - Current A/c 03573680

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Barclays Community A/c 3680	31/07/2024	4	30,360.54
			30,360.54
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			30,360.54
Unpresented Receipts (Plus)			
		0.00	
			0.00
			30,360.54
		Balance per Cash Book is :-	**30,360.54**
		Difference is :-	**0.00**

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Duston Parish Council

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 2 - Business Saver A/c 63253058

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Business Saver A/c 3058	31/07/2024	4	730,060.22
			730,060.22
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			730,060.22
Unpresented Receipts (Plus)			
		0.00	
			0.00
			730,060.22
		Balance per Cash Book is :-	**730,060.22**
		Difference is :-	**0.00**

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Duston Parish Council

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 5 - Petty Cash

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Petty Cash	31/07/2024	4	82.37
			82.37
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			82.37
Unpresented Receipts (Plus)			
		0.00	
			0.00
			82.37
		Balance per Cash Book is :-	**82.37**
		Difference is :-	**0.00**

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Duston Parish Council **Petty cash count and reconciliation**

Jul-24		Float		
		Per count		
		20	60.00	
		10	10.00	
		5	5.00	
		2	2.00	
		1	3.00	
		0.5	1.00	
		0.2	0.80	
		0.1	0.40	
		0.05	0.10	
		0.02	0.06	
		0.01	0.01	
			82.37	IN TIN
	In safe		0.00	
			82.37	Agreed

Reconciliation to RBS

	Jul-24	
In tin b'wd	82.37	
Cash received (trf from bankings sheets)		
Trf in from cash takings		
Trf to Facilities float		
Trf in from facilities		
	82.37	
Cash paid out in month	0.00	
= Cash in tin	82.37	0.00
Balance per RBS	82.37	

Petty cash expenses paid

Ref	**Description**	**£**
		-

Duston Parish Council

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 8 - Facilities float

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Facilities float	31/07/2024	4	1.92
			1.92
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			1.92
Unpresented Receipts (Plus)			
		0.00	
			0.00
			1.92
		Balance per Cash Book is :-	**1.92**
		Difference is :-	**0.00**

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

APPENDIX T

Purchase Ledger for Month No 3 **Order by Supplier A/c**

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
30/06/2024	93124		1ST REACTION	1ST001	35.00	7.00	42.00	4160	102	35.00	1St Reaction alarm response St
30/06/2024	93157		1ST REACTION	1ST001	35.00	7.00	42.00	4160	102	35.00	1St Reaction alarm response St
13/06/2024	125166		1ST REACTION	1ST001	425.00	85.00	510.00	4226	101	425.00	1St React maintenance
29/04/2024	32997		AMBER SCREEN	AMBS001	780.00	156.00	936.00	4249	211	780.00	Amber fit bench Mendip CILs
								332		-780.00	Amber fit bench Mendip CILs
								6000	211	780.00	Amber fit bench Mendip CILs
25/06/2024	33141		AMBER SCREEN	AMBS001	864.00	172.80	1,036.80	4249	211	864.00	Amber fit bench Poppy Field
								332		-864.00	Amber fit bench Poppy Field
								6000	211	864.00	Amber fit bench Poppy Field
09/06/2024	1904		ANGELL PLUMBING	ANG001	324.60	0.00	324.60	4225	101	324.60	Angell hot water tank repairs
30/06/2024	1912		ANGELL PLUMBING	ANG001	110.00	0.00	110.00	4225	102	110.00	Angell toilet repairs
06/06/2024	13643164		ANGLIAN WATER	ANGL01	868.22	0.00	868.22	4207	101	868.22	Wave DCC 6.3.24-5.6.24 water
02/06/2024	83066		ASHBY COMP	ASH002	219.56	43.91	263.47	4101	202	219.56	Ashby MS365
03/06/2024	83131		ASHBY COMP	ASH002	197.60	39.52	237.12	4101	201	197.60	AshbyMS copilot
05/06/2024	83162		ASHBY COMP	ASH002	100.00	20.00	120.00	4102	201	100.00	Ashby software support
30/06/2024	AVIVAJUN24		AVIVA	AVIVA001	543.87	0.00	543.87	4000	201	43.60	AVIVAJUN24/AVIVA
								4000	101	106.86	AVIVAJUN24/AVIVA
								4000	102	91.54	AVIVAJUN24/AVIVA
								4000	211	68.78	AVIVAJUN24/AVIVA
								4006	201	32.70	AVIVAJUN24/AVIVA
								4006	101	80.15	AVIVAJUN24/AVIVA
								4006	102	68.66	AVIVAJUN24/AVIVA
								4006	211	51.58	AVIVAJUN24/AVIVA
19/06/2024	CHGJUN24		BARCLAYS	B0001	21.60	0.00	21.60	4125	201	21.60	CHGJUN24/Barclays
15/05/2024	PSIB000373071		BACA	BACA01	31.47	6.29	37.76	4227	211	31.47	Baca spray marker
26/06/2024	PSIB000378669		BACA	BACA01	76.58	15.32	91.90	4167	211	76.58	BACA work clothes
15/06/2024	BCARDJUN24		BARCLAYCARD	BCARD	1,288.77	213.35	1,502.12	4227	101	598.92	Bcard maintenance
								4151	101	34.26	Bcard cleaning and consumables

Purchase Ledger for Month No 3 Orde ɔy Supplier A/c

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
								4115	201	120.56	Bcard stationery
								4128	215	278.32	Bcard events, allotment etc
								4101	201	76.24	Bcard microsoft/mailchimp etc
								4100	202	175.48	Bcard laptop bags
								4165	101	4.99	Bcard Amazon music
26/06/2024	0408340		BOOKERS	BOOKERS01	113.84	8.38	122.22	4129	101	113.84	Bookers refreshments
06/06/2024	800339191		BRITISH GAS	BRIT01	1,952.91	390.58	2,343.49	4206	101	1,952.91	B Gas, Elec DCC 1.5.24-31.5.24
14/06/2024	VI/1528564JUN24		CATHEDRAL	CATH01	539.49	107.90	647.39	4226	201	35.97	Cathedral Hygiene
								4226	101	251.76	Cathedral Hygiene
								4226	102	251.76	Cathedral Hygiene
17/06/2024	9419		COMPLETE GROUND MAN.	CGM001	300.00	60.00	360.00	4226	211	300.00	CGM call outs pest
27/06/2024	9459		COMPLETE GROUND MAN.	CGM001	1,448.25	289.65	1,737.90	4226	211	1,448.25	CGM ground maint June
30/06/2024	CMA		CHILD MAINTENANCE	CMA	230.16	0.00	230.16	4000	101	230.16	Child support
24/06/2024	22048		COMMUNITY HEARTBEAT	COMM001	35.95	7.19	43.14	4128	215	35.95	Comm Heart, rescue kit
25/06/2024	110661/N		DOR-2-DOR	D0001	525.00	0.00	525.00	4130	204	525.00	Dor2Dor newsletter delivery
30/06/2024	5818		DA HEATING LTD	DA001	937.42	187.48	1,124.90	4225	101	937.42	DA Heat, radiator repair
01/06/2024	240600153402		DBFB	DBFB	338.81	67.76	406.57	4120	201	338.81	DBFB telephone broadband
01/06/2024	240600153430		DBFB	DBFB	64.86	12.97	77.83	4230	102	64.86	DBFB St L CCTV
01/06/2024	INV-0782		DEAKIN	DEA001	569.50	113.90	683.40	4225	102	569.50	Deakin carpet tiles St L
10/06/2024	6		DUSTON GROUP SERVICE	DGS001	142.50	0.00	142.50	4160	101	142.50	Duston Group Serv, security
10/06/2024	7348879		ESPO	ESPOC	90.40	18.08	108.48	4151	101	90.40	ESPO black bags
30/06/2024	6751		NATALIE GREEN & CO.	GREEC 1	2,000.00	400.00	2,400.00	4050	201	2,000.00	N Green accounts/payroll
30/06/2024	2024/2683		HEART CUISINE	HC001	48.00	0.00	48.00	4128	215	48.00	Hearty Cuisine DFD refreshment
25/06/2024	224500		HEWITSONS	HE VT01	620.50	107.10	727.60	4055	201	620.50	Hewitsons asset trf Timken
26/06/2024	225491		HEWITSONS	HE VT01	1,450.00	290.00	1,740.00	4055	102	1,450.00	Hewitsons StL off2 lease
26/06/2024	225673		HEWITSONS	HE VT01	1,012.00	202.40	1,214.40	4055	102	1,012.00	Hewitsons StL unit 1 lease
26/06/2024	225682		HEWITSONS	HE VT01	1,000.00	200.00	1,200.00	4055	102	1,000.00	Hewitsons StL off 4 lease
02/06/2024	INV-7113		K & J HIRD	HH001	60.00	12.00	72.00	4150	101	30.00	KJ Hird window clean
								4150	102	30.00	KJ Hird window clean

Purchase Ledger for Month No 3 Order by Supplier A/c

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
30/06/2024	HMRCJUN24		HMRC	HMRC01	4,755.98	0.00	4,755.98	4000	201	948.90	HMRCJUN24/HMRC PAYE & NI
								4000	101	970.23	HMRCJUN24/HMRC PAYE & NI
								4000	102	641.73	HMRCJUN24/HMRC PAYE & NI
								4000	211	348.71	HMRCJUN24/HMRC PAYE & NI
								4005	201	572.39	HMRCJUN24/HMRC PAYE & NI
								4005	101	641.10	HMRCJUN24/HMRC PAYE & NI
								4005	102	428.49	HMRCJUN24/HMRC PAYE & NI
								4005	211	204.43	HMRCJUN24/HMRC PAYE & NI
30/06/2024	LGSSJUN24		NCC - PENSION	LPGS	3,059.90	0.00	3,059.90	4000	201	274.69	LGSSJUN24 Pension
								4000	101	218.23	LGSSJUN24 Pension
								4000	102	110.11	LGSSJUN24 Pension
								4006	201	1,066.43	LGSSJUN24 Pension
								4006	101	920.47	LGSSJUN24 Pension
								4006	102	469.97	LGSSJUN24 Pension
22/06/2024	INV-0213		MOSOUNDS	MOS001	1,990.00	398.00	2,388.00	4128	215	1,990.00	MOS - DJ DFD
04/04/2024	INV-3610		NCALC	NCALC01	5,177.03	218.40	5,395.43	4060	201	4,085.03	Ncalc membership fees YE25
								4060	201	12.00	Ncalc Data protection officer
								4051	201	1,080.00	Ncalc internal audit fee YE25
04/06/2024	6724/24		P B ELECTRICAL SER.	PBE001	252.00	50.40	302.40	4227	102	252.00	PB Elec lamps and elec work
13/06/2024	6728/24		P B ELECTRICAL SER.	PBE001	303.00	60.60	363.60	4227	102	303.00	PB Elec hand driers St L
11/06/2024	297289		PATHFINDER LEGAL	PLS	19.22	3.84	23.06	4055	201	19.22	Pathfinder Trf open sp Sandy L
23/05/2024	SIN009145		PROLUDIC	PROL001	7,316.67	1,463.33	8,780.00	4245	211	7,316.67	Proludic equip St L Field CILS
								332		-7,316.67	Proludic equip St L Field CILS
								6000	211	7,316.67	Proludic equip St L Field CILS
12/06/2024	SIN2742179		PRS FOR MUSIC	PRS01	382.50	76.50	459.00	4062	101	382.50	PRS - DPC music licence
07/06/2024	INV10056376		RLS PRINT	RLS001	1,132.50	226.50	1,359.00	4130	204	1,132.50	RLS Print Newsletter
26/06/2024	1146270		ROSPA	ROSPA	1,130.00	226.00	1,356.00	4227	211	1,130.00	ROSPA site review
30/06/2024	SALARYJUN24		SALARIES	SALARIES01	16,630.30	0.00	16,630.30	4000	201	4,305.02	SALARYJUN24/STAFF SALARIES
								4000	101	5,811.39	SALARYJUN24/STAFF SALARIES

Purchase Ledger for Month No 3 **Order by Supplier A/c**

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
								4000	102	4,093.21	SALARYJUN24/STAFF SALARIES
								4000	211	2,289.12	SALARYJUN24/STAFF SALARIES
								4015	101	21.45	Salaries mileage
								4128	215	110.11	Salaries expenses paid
27/06/2024	#013167		SUPER COOL CENTRAL	SCC01	240.00	48.00	288.00	4227	101	240.00	Supercool maintenance
30/06/2024	0001943092		SRCL LTD	SRCL	177.08	35.42	212.50	4155	101	95.92	SRCL waste removal
								4155	102	81.16	SRCL waste removal
11/06/2024	CN00135868		SOUTHERN ELECTRIC	SSE01	-4,885.71	-977.14	-5,862.85	4206	102	-4,885.71	SSE Eleccredit 29/9/23-14/1/24
13/06/2024	IV01049967		SOUTHERN ELECTRIC	SSE01	3,968.88	793.78	4,762.66	4206	102	3,968.88	SSE Elec 29.9.23-31.10.23
14/06/2024	IV01050230		SOUTHERN ELECTRIC	SSE01	6,435.79	1,287.16	7,722.95	4206	102	6,435.79	SSE 1/11/23-14/1/24
18/06/2024	IV01069250		SOUTHERN ELECTRIC	SSE01	431.57	86.31	517.88	4205	102	431.57	SS Gas 31.3.24-30.5.24
10/06/2024	10681		SSSLTD	SSS01	175.00	35.00	210.00	4226	101	175.00	SSS CCTV maintenance
10/06/2024	10684		SSSLTD	SSS01	540.00	108.00	648.00	4220	101	540.00	SSS camera in bargain shop
28/06/2024	106474		TRANTER	TRAN01	445.42	89.08	534.50	4226	101	445.42	Tranter alarm maint1/8-31/7/25
03/06/2024	TV JUN24		TV LICENSING	TV001	13.25	0.00	13.25	4062	101	13.25	TV JUN24/TV Licensing
31/05/2024	2944		UK TRAINING	UKTRAIN001	375.00	75.00	450.00	4019	101	375.00	UK Training Evac chair train
30/06/2024	NMP1232954		VEOLIA	V0002	572.56	114.51	687.07	4155	101	396.12	Veolia Waste removal
								4155	102	176.44	Veolia Waste removal
30/06/2024	NMP1232955		VEOLIA	V0002	1.05	0.21	1.26	4155	102	1.05	Veolia Waste surcharge
22/06/2024	B4-653559442		VODAFONE	VODA01	125.58	19.10	144.68	4121	101	62.79	Vodafone mobiles
								4121	102	62.79	Vodafone mobiles
21/06/2024	0000825618		WICKSTEED	WICKSTE001	795.40	159.08	954.48	4246	211	795.40	Wicksteed inspection
27/06/2024	424002212692		WEST NORTHANTS COUNC	WNC001	401.25	0.00	401.25	4201	201	401.25	WNC reception hire
30/06/2024	WORLDJUN24		WORLDPAY	WORLD001	15.71	2.02	17.73	4137	201	15.71	WORLDJUN24/Worldpay (UK) Ltd
12/06/2024	VOI0037905		ZENOFFICE	Z002	175.30	35.06	210.36	4107	201	175.30	Zen photocopier chgs
10/06/2024	2401291		ZEPHYR	ZEPH001	350.00	70.00	420.00	4227	101	350.00	Zephyr Flagstaff maintenance
				TOTAL INVOICES	71,903.09	7,945.74	79,848.83			71,903.09	

APPENDIX U

Purchase Ledger for Month No 4 **Order by Supplier A/c**

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
04/07/2024	33217		AMBER SCREEN	AMBS001	1,488.00	297.60	1,785.60	4249	211	800.00	Amber 4 benches
								332		-800.00	Amber 4 benches
								6000	211	800.00	Amber 4 benches
								4220	211	168.00	Amber signs for parks
								4220	211	520.00	Amber new gate
18/07/2024	33259		AMBER SCREEN	AMBS001	252.00	50.40	302.40	4220	211	252.00	Amber Sign
18/07/2024	33263		AMBER SCREEN	AMBS001	244.00	48.80	292.80	4225	211	244.00	Amber phonebox repair
02/07/2024	83595		ASHBY COMP	ASH002	219.56	43.91	263.47	4101	202	219.56	Ashby MS 365
05/07/2024	83639		ASHBY COMP	ASH002	100.00	20.00	120.00	4102	201	100.00	Ashby software support
31/07/2024	AVIVAJUL24		AVIVA	AVIVA001	549.52	0.00	549.52	4000	201	39.71	AVIVAJUL24 pension
								4000	101	106.23	AVIVAJUL24 pension
								4000	102	90.91	AVIVAJUL24 pension
								4000	211	77.16	AVIVAJUL24 pension
								4006	201	29.78	AVIVAJUL24 pension
								4006	101	79.67	AVIVAJUL24 pension
								4006	102	68.18	AVIVAJUL24 pension
								4006	211	57.88	AVIVAJUL24 pension
18/07/2024	CHGJUL24		BARCLAYS	B0001	27.60	0.00	27.60	4125	201	27.60	CHGJUL24/Barclays
13/07/2024	BCARDJUL24		BARCLAYCARD	BCARD	1,608.10	124.52	1,732.62	4101	201	384.00	Bcard Survey monkey
								4101	201	55.23	Bcard Msft/Adobe
								4101	201	21.12	Bcard Mailchimp
								4227	211	492.50	Bcard maintenance
								4225	101	38.26	Bcard repairs
								4151	101	12.47	Bcard cleaning
								4115	201	93.48	Bcard stationery
								4128	215	500.65	Bcard events DFD
								4165	101	4.99	Bcard Amazon music
								4015	201	1.60	Bcard parking

Purchase Ledger for Month No 4 **Order by Supplier A/c**

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
								4129	101	3.80	Beard milk
03/07/2024	801850574		BRITISH GAS	BRIT01	1,902.68	380.54	2,283.22	4206	101	1,902.68	B Gas - electricity DCC
31/07/2024	9505		COMPLETE GROUND MAN.	CGM001	2,078.25	415.65	2,493.90	4226	211	2,078.25	CGM grounds maint Jul
31/07/2024	CMA JUL 24		CHILD MAINTENANCE	CMA	230.16	0.00	230.16	4000	101	230.16	Child Maintenance Agency
03/07/2024	22134		COMMUNITY HEARTBEAT	COMM001	104.17	20.83	125.00	4225	211	104.17	Comm Heart defib signs
03/07/2024	22134A		COMMUNITY HEARTBEAT	COMM001	8.33	1.67	10.00	4225	211	8.33	Comm Heart signs (adj)
01/07/2024	INV-1216		CUTTLEFISH	CUT001	550.00	110.00	660.00	4131	204	550.00	Cuttlefish Website hosting
01/07/2024	240700155431		DBFB	DBFB	64.86	12.97	77.83	4230	102	64.86	DBFB St Lukes CCTV
01/07/2024	240700155813		DBFB	DBFB	338.67	67.73	406.40	4120	201	338.67	DBFB telephone/broadband
01/07/2024	INV-0802		DEAKIN	DEA001	333.33	66.67	400.00	4225	102	333.33	Deakin - reception carpet
29/07/2024	ENV16115		ENVISAGE	ENV002	307.00	61.40	368.40	4128	215	307.00	Envisage Father Christmas
12/07/2024	S-214258		GORDON ELLIS	GOR001	636.17	127.23	763.40	4220	211	636.17	Gordon Ellis CILS planters
								332		-636.17	Gordon Ellis CILS planters
								6000	211	636.17	Gordon Ellis CILS planters
31/07/2024	6756		NATALIE GREEN & CO.	GREE001	2,000.00	400.00	2,400.00	4050	201	2,000.00	N Green accounts/payroll
19/07/2024	227261		HEWITSONS	HEWT01	990.00	198.00	1,188.00	4055	102	990.00	HCR Unit 1 lease
25/07/2024	227907		HEWITSONS	HEWT01	500.00	100.00	600.00	4055	102	500.00	HCR Unit 4 lease
31/07/2024	HMRCJUL24		HMRC	HMRC01	4,969.35	0.00	4,969.35	4000	201	971.75	HMRCJUL24/HMRC PAYE & NI
								4000	101	1,014.41	HMRCJUL24/HMRC PAYE & NI
								4000	102	685.60	HMRCJUL24/HMRC PAYE & NI
								4000	211	407.28	HMRCJUL24/HMRC PAYE & NI
								4005	201	570.14	HMRCJUL24/HMRC PAYE & NI
								4005	101	649.79	HMRCJUL24/HMRC PAYE & NI
								4005	102	437.03	HMRCJUL24/HMRC PAYE & NI
								4005	211	233.35	HMRCJUL24/HMRC PAYE & NI
27/07/2024	20256118		HSS HIRE	HSS01	163.94	32.79	196.73	4227	211	163.94	HSS hire barrier
31/07/2024	LGSSJUL24		NCC - PENSION	LPGS	3,059.90	0.00	3,059.90	4000	201	274.69	LGSS pension July 24
								4000	101	218.23	LGSS pension July 24
								4000	102	110.11	LGSS pension July 24

Purchase Ledger for Month No 4 **Order by Supplier A/c**

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
								4006	201	1,066.43	LGSS pension July 24
								4006	101	920.47	LGSS pension July 24
								4006	102	469.97	LGSS pension July 24
19/07/2024	INV-3942		NCALC	NCALC01	42.00	8.40	50.40	4019	201	42.00	NCalc appraisal course
02/07/2024	1560		NORTHAMPTON LOCKS	NL01	360.00	0.00	360.00	4225	102	360.00	Nthant Locks locks to offices
31/07/2024	SIN009522		PROLUDIC	PROL001	42.50	8.50	51.00	4227	211	42.50	Proludic caps
31/07/2024	SALSJUL24		SALARIES	SALARIES01	15,929.73	0.00	15,929.73	4000	201	4,012.02	Salaries Jul 24
								4000	101	5,669.64	Salaries Jul 24
								4000	102	3,859.75	Salaries Jul 24
								4000	211	2,345.54	Salaries Jul 24
								4015	101	18.85	Salaries Jul 24
								4128	101	23.93	Salaries Jul 24 expenses
31/07/2024	0001951104		SRCL LTD	SRCL	267.42	53.48	320.90	4155	101	148.23	SRCL waste removal
								4155	102	119.19	SRCL waste removal
13/07/2024	IV01196816		SOUTHERN ELECTRIC	SSE01	138.82	6.94	145.76	4205	102	138.82	SSE Gas St L 31.5-29.6
01/07/2024	45897		SEMILONG SERVICES	SSS003	120.00	24.00	144.00	4227	101	120.00	Semilong clear blockage (21/3)
01/07/2024	50030		SEMILONG SERVICES	SSS003	120.00	24.00	144.00	4227	102	120.00	Semilong Serv blocked manholes
22/07/2024	50864		SEMILONG SERVICES	SSS003	120.00	24.00	144.00	4227	102	120.00	Semilong blocked drains
16/07/2024	1085689901		STANNAH	ST01	271.45	54.29	325.74	4226	101	271.45	Stannah 16.7.24-15.10.24 maint
03/07/2024	900274800		SWARCO	SWARCO	1,170.58	234.12	1,404.70	4226	211	1,170.58	Swarco maint cont Jul24-27
31/07/2024	106924		TRANTER	TRAN01	497.00	99.40	596.40	4226	102	497.00	Tranter fire maint 9/24-8/25
01/07/2024	TVJUL24		TV LICENSING	TV001	13.25	0.00	13.25	4062	101	13.25	TV licence
09/07/2024	0000009339		URBASER LTD	URB001	60.83	12.17	73.00	4155	211	60.83	Urbaser trade waste
31/07/2024	NMP1234637		VEOLIA	V0002	733.87	146.77	880.64	4155	101	456.08	Veolia waste removal
								4155	102	277.79	Veolia waste removal
31/07/2024	NMP1234638		VEOLIA	V0002	26.25	5.25	31.50	4155	102	26.25	Veolia waste removal
22/07/2024	B4-657160813		VODAFONE	VODA01	128.46	19.67	148.13	4121	101	64.23	Vodafone July
								4121	102	64.23	Vodafone July
31/07/2024	0000825956		WICKSTEED	WICKSTE001	228.62	45.72	274.34	4226	211	228.62	Wicksteed repair play equip

Purchase Ledger for Month No 4 **Order by Supplier A/c**

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
31/07/2024	0000825957		WICKSTEED	WICKSTE001	457.50	91.50	549.00	4226	211	457.50	Wicksteed repair play equip
31/07/2024	0000825958		WICKSTEED	WICKSTE001	356.09	71.22	427.31	4226	211	356.09	Wicksteed repair play equip
31/07/2024	0000825959		WICKSTEED	WICKSTE001	155.08	31.02	186.10	4226	211	155.08	Wicksteed repairs play equip
31/07/2024	0000825985		WICKSTEED	WICKSTE001	186.22	37.24	223.46	4226	211	186.22	Wicksteed repairs paly equip
31/07/2024	0000825986		WICKSTEED	WICKSTE001	367.93	73.59	441.52	4226	211	367.93	Wicksteed repairs palay equip
31/07/2024	424002269690		WEST NORTHANTS COUNC	WNC001	1,566.14	313.23	1,879.37	4249	211	1,000.00	WNC 3 litter bins
								332		-1,000.00	WNC 3 litter bins
								6000	211	1,000.00	WNC 3 litter bins
								4226	211	566.14	WNC 3 litter bins empty
27/06/2024	WNC ADJ		WEST NORTHANTS COUNC	WNC001	80.00	0.00	80.00	4201	201	80.00	WNC Hire of reception
31/07/2024	WORLDJUL24		WORLDPAY	WORLD001	16.94	2.07	19.01	4137	201	16.94	Worldpay July 24
09/07/2024	VOI0038368		ZENOFFICE	Z002	239.55	47.92	287.47	4107	201	239.55	Zen photocopier chgs
25/07/2024	ZENADJ		ZENOFFICE	Z002	-0.01	0.00	-0.01	4107	201	-0.01	zen adjust
				TOTAL INVOICES	46,421.81	4,015.21	50,437.02			46,421.81	