



DUSTON PARISH COUNCIL

1

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

Community Services Committee

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

8th March 2024

Dear Councillor,

You are hereby summoned to attend a meeting of the Community Services Committee to be held at Duston Community Centre on Thursday 14th March 2024 commencing at 7pm for the purpose of transacting the following business.

Issued by:

Gary Youens
Parish Clerk, Duston Parish Council

AGENDA

CSC65/24. To receive apologies for absence

CSC66/24. To receive and approve the minutes of the Community Services Committee on Wednesday 17th January 2024 (APPENDIX A)

CSC67/24. 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).

CSC68/24. Public Participation Session *(Persons wishing to address the committee on an agenda item may register their intention to do so by telephone or email by 12 noon on the day of the meeting and may speak for a maximum of 3 minutes).*

CSC69/24. Community Service Committee Working Parties

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

CSC70/24. Newsletter

- Discuss ideas and suggestions for the Duston Parish Council newsletter

CSC71/24. Northampton West Local Area Partnership

- To receive any update on the work of the LAP that includes Duston

CSC72/24. Community Governance Review

- To receive a report from the Clerk regarding West Northamptonshire Community Governance Review and agree no further action.

CSC73/24. Community Info and Wellness Fair

- To receive and consider any feedback from stall holders and the public on the Community Info and Wellness Fair held on Saturday 9th March 2024 (APPENDIX B)

CSC74/24. Councillor Surgeries

- To discuss the issues that residents are reporting at the advice surgeries



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Community Services Committee **Minutes 17th January 2024 7PM**

Chair: Cllr S Maitland

Councillors Present:

Craven, Ennis-Clark, Enright-King, Roper

IN ATTENDANCE:

Gary Youens – Clerk

Ryan Ikavnieks – Assistant Clerk

CSC54/24. To receive apologies for absence

- Apologies were received from Cllr Golby

CSC55/24. To receive and approve the minutes of the Community Services Committee on 21th November 2023 (APPENDIX A)

- **RESOLVED:** That the minutes of the meeting held on Thursday 21st November 2023 were approved as a true record and duly signed by the Chair.

CSC56/24. 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.

CSC57/24. Public Participation Session

- There were no members of the public present.

CSC58/24. Community Service Committee Working Parties

- **RESOLVED:** That the following verbal reports were received:
 - a) Good Neighbours: Cllr Golby (Chair), Enright-King
 - That the Good Neighbours working party has not met since the previous meeting. It was noted that drive to recruitment volunteers continues.
 - b) Promotion & Marketing: Cllrs Ennis-Clark & Enright-King
 - That the Promotion & Marketing working party has not met since the previous meeting. It was noted that Duston Parish Council now has an Instagram account.
 - c) Youth: Cllr Roper (Chair), Maitland, Golby & Ennis-Clark
 - Members of the Youth Working Party visited Free2Talk during one of their sessions, they highlighted the low turnout of service users. – Cllr Roper to discuss initiatives to increase of users with Jodie Low (Director of Free2Talk)
 - d) Limehurst Shopping Centre: Cllr Maitland
 - Cllr Maitland raised the notion of creating a Friends of Limehurst Square as a way to develop and foster community ownership of the space. Cllr Maitland suggested that this something the Environment Committee could take up.

CSC59/24. Grant Application

- **RESOLVED:**
 - a) That the grant application (APPENDIX B) from the 39th Duston Guides was received reviewed and discussed.
 - b) To recommend to Full Council that the Grant application from the 39th Duston Guides of £181.99 be approved.

CSC60/24. Duston Parish Newsletter

- There was a discussion about what form the newsletter should take and various examples from other local councils were circulated.
- **RESOLVED:**

- a) That the Committee noted Council Resolution 112/23.
- b) That the Clerk produces a report that outlines and provides options on potential printing suppliers with costings and potential delivery options with costings.
- c) To do a newsletter which is A3 folded in half.

CSC61/24. Duston Resident setting up a Charity

- **RESOLVED:** That the item be deferred until the next ordinary meeting of the Community Services Committee.

CSC62/24. Local Dog Parks

- Cllr Maitland informed the Committee about dog parks she had seen in Australia and whether they could work in Duston.
- **RESOLVED:** That the proposal be withdrawn.

CSC63/24. Parish Council Noticeboards

- Noticeboards have been properly discussed for some time and so it is argued that a review was perhaps needed.
- Some of the noticeboards are made from wood and are now looking a bit weather beaten.
- **RESOLVED:**
 - a) That the Full Council reviews the current noticeboard sizes and locations and whether any changes are needed.
 - b) As part of the discussion Council considers whether to include a double noticeboard at Duston Gardens and another one near the old Sandy Lane.
 - c) This to be placed on the next Full Council agenda in February 2024 and the Clerk to make recommendations.

CSC64/24. Councillor Surgeries

- Cllr Maitland reminded Committee that the first Councillor Surgery will occur on the 20th January 2024 at the United Reform Church and that each subsequent Surgery will be on

the third weekend of each month. Currently, Cllrs Craven, Ennis-Clark, Enright-King, and Roper have agreed to participate.

- Cllr Maitland asked other council members to get in touch with her so she could do a rota for the advice surgeries. An email has been sent out to all councillors. This was part of the four year plan.
- **RESOLVED:** That the verbal update from Cllr Maitland upon Councillor Surgeries was noted.

The Clerk informed the Committee the Information & Wellness Fair is on 9th March 2024 at Duston Community Centre 10am to 2pm.

Meeting ended at 8:05PM

DRAFT

Feedback for Community Information & Wellness Event 9th March 2024

- The event was very well attended. The best yet. The footfall was steady throughout the day in both rooms. We estimate to be between 300-350 people visited across the four-hour time frame
- GJ Catering took £350.00
- Event ran smoothly. Had one community group turn up without booking, but we were able to adapt quickly and find them a space to have their stall. They were extremely grateful. Free 2 talk doing a podcast and having students interview everyone was additional that we hadn't been made aware of by Free 2 Talk, but it was a great addition. I have since spoken with them to explain that the work is great but they need to communicate these things with us before the event. They were very understanding.
- DPC tables situated in the entrance hall worked well and have agreed with facilities staff that we can leave them all year round for visibility. In the 2 days it has been there since the event, we estimate 100 people have looked at it and taken handouts away with them.
- The time length for the event was the perfect amount of time
- Local PCSO Said it was very valuable time spent in the community as he was new to the area and people were eager to get to know him and gain his contact details.
- Ebony-Mae from Broomhills Day Care sang Nessun Dorma for the crowd, which added to the event. As a result, I have booked her to open Duston Fun Day with a slot to sing some of her favourite songs.
- Charities were very happy with the interaction they received on their stalls and we made some new connections for the future with them.
- Great to have young people visiting throughout the day thanks to the connection with Free 2 Talk.
- Having the councillors hold their surgery throughout the morning was an excellent addition. A huge thank you to Cllr. S Maitland for her help in coordinating the times for them to arrive. And of course to all the councillors who gave up their time to come along.
- Thank you to the facilities team for their help and support in the run-up to the day and to George and Dan V.S for their support and help on the day itself.

Feedback from stallholders

- *Great location and preparation, thanks.*
- *Lots of interest and engagement*
- *Good to connect with other participants*
- *Very engaging morning with good footfall*
- *Had lots of interest about our group and gave 3 application forms. Altogether a good day*

- Very attentive staff & helpers at the community centre
- Very good to know what other services are available in the community
- Singer was an added bonus
- Highspot was definitely the opera singing
- Would love to be involved in similar events in the future
- Really enjoyed the meditation session. Good footfall. Very good event
- Today's event had a lovely atmosphere and lovely to meet new groups. Free-2-talk interviews were very interesting and good to see so many young people taking part.
- Lots of customer interactions and possible referrals. Lots of networking opportunities and finding out about new services
- Very useful to meet other providers.
- Very useful to have councillors there and meet them. Being able to meet the youth leaders and provide support for young people playing table tennis
- Really well-organised event
- Comms informative prior to the event
- Great turnout, useful conversations
- Excellent event! Well done team for putting on a great event. It's been great to network and find some opportunities locally for us to attend which is priceless! Thank you for giving Ebony -Mae a chance to sing. She has thoroughly enjoyed today and gained so much confidence.
- Loved today's event! A real pleasure to attend with lots of wonderful conversations had. Great opportunity to network and think of creative collaborations with other organisations and to improve the trust's presence in this area. Thank you for having me!
- We found our stall did raise some good interest. We were positioned extremely well and have definitely had some interest from individuals who would like to come along to our group. Networking was very useful.
- It was lovely to meet people from across the village and beyond. I've had several enquiries, but no bookings. I would be happy to deliver CPD training/Support sessions but as a self-employed person, giving my time is not always feasible.
- A very good event. Considerable interest. Well organised and thank you to the centre staff for organisation and support
- This has been an excellent opportunity to network with Duston community and I have been well pleased with the response. I look forward to the next one.
- Good networking, plenty of visitors to stand. Potential volunteers & Supporters engaged
- Excellent provision. Well-organised event with a warm and welcoming staff & stallholders. Community spirit and I enjoyed talking to parish councillors. Really enjoyed taking part in a podcast. A lovely thought.
- Very well organised by DPC. Felt other stallholders were friendly and helpful to both visitors and other exhibitors. We had some interested enquirers but a few more would have been better.

Negative feedback

- 1 stallholder felt it wasn't very well attended
- 1 stallholder commented about the lack of advertising. I have sent an email response telling them where and how we advertised the event. But for clarification

we advertised to the following; We extensively advertise throughout Duston, utilising 10 A2 boards strategically placed in high-traffic areas and distributing information via 8 parish notice boards across Duston. Additionally, we utilise the gates at St. Luke's and the community centre, as well as internal notice boards and posters in all rooms and toilets at all 3 of our centres. Our outreach extended to publications such as "In and Around Duston" and "Community Connect" as well as sending the poster to over 70 organisations to distribute on our behalf. Our mailing list reaches almost 500 individuals as well. We also engage with NLive radio, broadcasting live to an estimated audience of 16,000 listeners, and reached 10,233 individuals through our social media channels in the run-up to the day. Finally, some stallholders shared the poster for the day that was included in their final emails and via text message or WhatsApp.
