



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

Environment Committee

Cllrs Enright-King, Ennis-Clark, Ingram, Liddon,

13th September 2023

Dear Councillor,

You are hereby summoned to attend a meeting of the Environment Committee to be held at Duston Community Centre on Thursday 19th October 2023 commencing at 7.00pm for the purpose of transacting the following business.

Issued by:



Gary Youens
Parish Clerk, Duston Parish Council

AGENDA

EC41/23. To receive apologies for absence

EC42/23. To receive and approve for signature the minutes of the meeting held on Thursday 21th September 2023 (APPENDIX A)

EC43/23. 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*).

EC44/23. 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*).

EC45/23. Goal Posts at Errington Park

- To discuss permanently installing goal posts at Errington Park

EC46/23. Air Pollution Monitors Report

- To received and discuss the report on Air Pollution Monitors (APPENDIX B)

EC47/23. Re-wilding Project Update

- To receive an update upon the re-wilding projects

Proposed by Cllr Enright-King

EC48/23. The Creation of a Formal Pathway between Sam Harrison Way and Mendip Park

- To discuss the creation of a formal pathway between Sam Harrison Way and Mendip Park.

EC49/23. Memorial Benches

- To discuss Duston Parish Councils position on installing / supporting personal memorial benches.

EC50/23. Trees at Pond Farm Close

- To discuss a resident issue surrounding trees from Pond Farm Close blocking light to a residential property.

EC51/23. No Mow May

- To recommend to Council what action should or shouldn't be taken in regard to No Mow May

EC52/23. Environmental Schedule of Works

- To note the report and update from Resources & General Purposes Committee on Environmental Strategy for Insourcing and Outsourcing (APPENDIX C)

EC53/23. Clerk Update

- To receive an update from the Clerk on outstanding Environment projects such as
 - New Bench in Mendip Park
 - Anti dog fouling signs
 - Planters for outside Co-op
 - Planters for outside Duston Community Centre
 - Planters for Limehurst Square
 - Concrete base for two benches adjacent to Errington Play Area
 - Relocation of Covid Remembrance bench in Cemetery



DUSTON PARISH COUNCIL

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Environment Committee Minutes
Thursday 21st September 2023 7PM

Chair: Cllr P Enright-King

Councillors Present: Ennis-Clark, Liddon

IN ATTENDANCE:

Gary Youens – Clerk

Ryan Ikavnieks – Assistant Clerk

EC30/23. To receive apologies for absence

- Apologies were received from Cllr Ingram.

EC31/23. To receive and approve for signature the minutes of the meeting held on Thursday 20th July 2023

- **RESOLVED:** That the minutes of the meeting held on Thursday 20th of July 2023 were approved as a true record and signed by the Char.

EC32/23. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda

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

EC33/23. Public Participation Session

- There were two members of the public present at the meeting. One member of the public spoke upon EC34/23 Mendip Park Entrance.

EC34/23. Mendip Park Entrance

- Councillors were informed Mendip park has had multiple unauthorised vehicles driven across the park. During a park inspection, an officer noticed tire tracks across the field and reported this to the Clerk. Upon investigation, permission for this access was not sought and no keys were given out. The locks have been changed. Members of the Committee agreed that the changing of the locks was an adequate action to secure the park.
- **RESOLVED:** That the discussion surrounding the lockable barriers at the entrance of Mendip Park for vehicle access was noted. The lockable barriers at the entrance will remain in place.

EC35/23. Rewilding in DPC Parks

- **RESOLVED:** That the written report from the Operations Officer upon Rewilding in DPC parks was received and noted.

EC36/23. CCTV Guidance

- There was discussion where CCTV might be most appropriate. It was suggested Limehurst Square could be a good place although the Parish Council has previously funded CCTV for this area.
- **RESOLVED:** That the "Surveillance Camera Code of Practice A Guide for Councillors" was received and noted.

EC37/23. Speed Activated Sign Locations

- **RESOLVED:** That permission for the following locations for the Speed Activated Signs if possible:

Cotswold Avenue as you head towards Chiltern Way

Firsview Drive as drive down the hill towards Lodge Farm Industrial Estate

The other side of Port Road

Further Wrenbury Road / Weggs Farm Road (towards Blossac Court)

Old Sandy Lane as you approach the junction with Weggs Farm Road

Main Road in between Berrywood Road & Eastfield Road

EC38/23. Environmental Suggestions for the Budget 2024/25

- **RESOLVED:** That the following Environmental projects were discussed to be recommended to be budgeted for in 2024/25:
 - Rewilding budget / Funding
 - Grounds maintenance equipment necessary to start the process of insourcing contracts

EC39/23. Draft Letter To Tesco & Other Limehurst Square Shops

- **RESOLVED:**
 - a) That the draft letter to Limehurst Square Shops was received and noted.
 - b) That Clerk will amend the letter in consultation with Committee Members.





EC40/23. Air Pollution Monitoring

- **RESOLVED:** That the item be deferred until the next ordinary meeting of the Committee. The Clerk and Committee members to find out what is available.

The meeting finished at 8:16pm

DRAFT

Types of monitors

Type of monitor	Hand Held monitors	Large monitor	Small monitors - Clarity	Small monitors - AQMesh
Price	£60 - £200 per device	(Waiting for a quote)	\$1200 - \$1400 per device per year – Clarity	£3,900 per unit Can Rent before purchase
Pollutants measured	CO2, PM2.5, PM10, HCHO, Temperature and Humidity	O3, NO2, and NO, PM1, PM2.5, and PM10, CO, CO2, VOCs, Sonic anemometry and weather data	Particulate Matter PM2.5 Nitrogen Dioxide NO2 Additional modules can be added for an extra cost.	NO, NO2, O3, CO, SO2, H2S, TVOC and CO2 PM1, PM2.5, PM10, TPC and TSP (up to 30 microns) Depending on modules chosen
Potential Locations	Anywhere a human can access.	DCC and SLC	Any Lamppost / building.	Any Lamppost / building.
Power	Battery Operated	Connected to the mains	Come with solar / Battery	Battery operated, Solar powered would be an additional £850
Technical Spec	(Device depended)	AQSync Brochure.pdf (twobtech.com)	Node-S 2 Specifications Sheet (October 2021).pdf (clarity.io)	Technical specification AQMesh The best small sensor air quality monitoring system
				

Types of pollutants and their effects

1. NO (Nitric Oxide) and NO₂ (Nitrogen Dioxide):
 - NO is a colorless gas, while NO₂ is reddish-brown.
 - Negative Effects: NO and NO₂ are key components of nitrogen oxides (NO_x). They contribute to the formation of acid rain, smog, and ground-level ozone. Exposure to NO₂ can cause respiratory problems and worsen existing lung conditions.
2. O₃ (Ozone):
 - Ozone in the lower atmosphere is a major component of smog.
 - Negative Effects: Ground-level ozone is harmful to human health, causing respiratory issues and aggravating asthma. It also damages vegetation and materials.
3. CO (Carbon Monoxide):
 - CO is a colourless, odourless gas produced by incomplete combustion.
 - Negative Effects: High levels of CO can be deadly, as it interferes with oxygen transport in the blood. Even lower levels can cause headaches, dizziness, and impaired cognitive function.
4. SO₂ (Sulphur Dioxide):
 - SO₂ is a pungent, colourless gas.
 - Negative Effects: SO₂ contributes to the formation of acid rain, which damages aquatic ecosystems and vegetation. It can also irritate the respiratory system and worsen respiratory diseases.
5. H₂S (Hydrogen Sulphide):
 - H₂S is a colourless, highly toxic gas with a characteristic "rotten egg" smell.
 - Negative Effects: Inhalation of H₂S can cause respiratory issues, eye irritation, and, at high concentrations, loss of consciousness or death.
6. TVOC (Total Volatile Organic Compounds):
 - TVOC refers to a group of organic chemicals that can easily evaporate into the air.
 - Negative Effects: TVOCs can contribute to indoor air pollution, leading to a range of health issues, including eye and throat irritation, headaches, and allergic reactions.
7. CO₂ (Carbon Dioxide):
 - CO₂ is a colourless, odourless gas and a natural component of the Earth's atmosphere.
 - Negative Effects: While not directly harmful at typical ambient levels, excessive CO₂ emissions are a major driver of global climate change and can lead to rising temperatures, sea level rise, and more extreme weather events.
8. PM₁, PM_{2.5}, PM₁₀ (Particulate Matter):
 - PM₁, PM_{2.5}, and PM₁₀ refer to particles of different sizes suspended in the air.
 - Negative Effects: Particulate matter can penetrate deep into the respiratory system, causing or exacerbating respiratory and cardiovascular diseases. PM_{2.5} is particularly harmful due to its small size, and PM₁₀ can irritate the upper respiratory tract.
9. TPC (Total Particle Count) and TSP (Total Suspended Particles):
 - TPC and TSP represent the total number and mass of particles in the air, respectively.
 - Negative Effects: High levels of TPC and TSP can contribute to poor air quality and health problems, including respiratory issues and reduced visibility.

What can be done with the data?

Awareness Campaign:

We recognize that knowledge is the first step towards change. To this end, we will launch a comprehensive awareness campaign. This campaign will involve disseminating information on our official website and across our social media platforms. By doing so, we aim to inform and educate residents about the pollutants they are exposed to on a daily basis. Through engaging content, infographics, and informative articles, we will empower the community to make informed decisions regarding their health and environment.

Lobbying West Northamptonshire Council:

A crucial aspect of our initiative involves engaging with local authorities to drive policy changes that promote cleaner air. During a recent conversation with an advisor from the council, we were advised on the significance of ensuring the accuracy and reliability of air quality data. The advisor emphasized that data collected by small sensor air quality monitoring systems can be subject to refutation. To mitigate this, it is essential to strategically position these sensors near larger testing facilities. This will ensure that the data collected is consistent and robust, strengthening the foundation for any policy recommendations we propose.

Collaboration with Local Schools:

We firmly believe that the younger generation plays a pivotal role in shaping the future of our environment. Thus, we intend to collaborate with local schools on a unique project. The project involves measuring a baseline of pollution levels during the school run, a period when air quality can be a significant concern. By actively involving students in data collection and raising their awareness about the issue, we aim to inspire them to take an interest in environmental matters. As a motivating factor, we will introduce a friendly competition among schools. The school that achieves the highest reduction in pollution levels will receive special recognition and a plaque, thereby fostering a sense of achievement and environmental responsibility among students.



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Report: Environmental Services Strategy (In-House and Outsourcing Mix)

1. Introduction

1.1 In the near future, Duston Parish Council (DPC) will be increasing the amount public open space it is responsible for. Currently, DPC maintains St. Lukes Playing Field, Timken Way North and the adjoining street verges.

1.2 As of April 2021 DPC has owned Grafton Meadows, Mendip Park, Errington Park, Melbourne Lane Open Space and the grass area immediately to the rear of Duston Community Centre, Pendle Road. This equates to roughly 11 acres of public open space.

1.3 With the new asset transfers, DPC will be responsible for 28 acres of public open space (POS) and two allotments, the acreage of the allotments has not been factored in.

2. Current Outsourced Services

2.1 Currently, DPC outsources a majority of its ground maintenance to contractors. Generally, most park maintenance jobs such as, all grass cutting, large hedge work, any work to do with trees is currently outsourced. For all parks, apart from St. Lukes Field, the contract for ground maintenance lies with WNC until 2028, this will also be the case with all newly transferred POS assets.

2.2 Some years ago Duston Parish Council took the decision to fence off the play area at Errington Park. As a result it was agreed with Northampton Borough Council at the time that the Parish Council would cut the grass in the play area.

2.3 The 3 acres of POS at Duston Gardens is due to be transferred imminently, which the Parish will be solely responsible for. This includes an attenuation pond which may need be inspected annually. This will also be done by external contractors.

2.4 The Resource and General Purposes Committee are looking into whether St Luke's Churchyard should be maintained by DPC to a certain level. Due to the need to carefully trim round old headstones and walls it is envisaged this will be outsourced.

2.5 Many smaller tasks and jobs that Duston Parish Council have inherited over the years are also outsourced. Below is a table of jobs and tasks that are currently outsourced:

Description of location	Description of work done	Contractor
Timken Artwork	Planning and watering of the flowerbed.	Barnetts
War memorial	Cleaning before remembrance day	Barnetts
Alleyway next to one stop	Cutting the bush back from the path.	Barnetts
Saxon Rise Corner Bush	Cutting the bush back from the path.	Barnetts
Bush behind bench at zebra crossing near the bakery	Cutting the bush back from the path.	Barnetts
Bush on Eastfield road	General cut back and tidy up	Barnetts
St. Lukes Centre	Cutting the three grass patches around the Centre	CGM
Timken Way North and Adjoining Streets Verges	Cutting the grass on the verge	CGM
Rose Garden	Watering, planting and general cleaning.	Barnetts

3. Current In house Activities

3.1 Smaller, manageable, jobs in relation to parks and public open spaces and the surrounding tasks are completed inhouse. Below is a list of tasks that are currently done in-house:

Task	Description of work done	Description of location
Bin Inspections	Visually inspect and report any issues regarding DPC owned / operated public bins. DPC pay WNC to empty these litter bins except for the litter bin outside DCC.	Various locations throughout Duson
Bench Inspections	Visually inspects, report and amend any issues regarding DPC installed and owned benches	Various locations throughout Duson
Park inspections	Visually inspects the parks for damage, litter, and signs of unauthorised vehicle access Noting and reporting any issues regarding contracted work.	Haydown Green, Grafton, The Quarry, Mendip, St. Lukes, and Errington Park

Play Equipment Inspections	Visually inspects the play equipment / exercise equipment / MUGA's, noting and reporting issues to relevant companies. (independently inspected annually also)	Grafton, Mendip, Quarry, Haydown Green, St. Lukes, and Errington Park
Small bush / Tree Maintenance	On the ground tree / bush work – non-chainsaw (cutting back small branches that block paths, entrance ways and alleys)	All DPC owned public open space.
Clearing Alleyways	Cutting back and clearing vegetation in alleyways, when requested by council.	Various Alleyways located throughout Duston.
Tree Observations	Visual inspection of independently identified trees as per the tree surveys. (To report any change in condition to relevant contractors)	All DPC owned public open space.
General Grounds Maintenance	General minor maintenance and upkeep of Parish owned land.	All DPC owned public open space.
Speed Signs	Replacing & recharging batteries and periodically moving the signs.	Various locations throughout Duston
Heritage Landmark Inspections	To inspect the Timken Art Work, Timken Gates and the Rosevilla Hut for any visual faults and action / do any remedial work required.	Main Road, Rosevilla
Planters	Weeding, watering and maintenance of all planters and floral displays.	Various locations throughout Duston
Noticeboards	4 Large and 4 Little boards. Inspected and kept up to date.	8 Various locations throughout Duston
Flag Poles	Three inspected and flags done according to Communications and Engagement Policy	DCC, SLC, DSC
Welcome to Duston signs	Inspected and cleaned	6 Various throughout Duston

4. Future of In House Activities

4.1 The Clerk, Facilities Manager and Operations Officer have reviewed the smaller tasks that are currently outsourced. They concluded that jobs that **previously required to be outsourced** due a lack of specifically employed grounds keeping staff and training, **can now be insourced** and done in house.

4.2 A structured staggered approach **should** be taken during this process of insourcing. The Operations role in its current form is a combination of internal / external maintenance, what this means in practice is the operations officer is responsible for the cleaning, inspections and general maintenance of the St. Lukes Centre. This is due to St. Lukes being a 'hands off' centre in relation to having permanent staff member at the building, as such, part of the Operations round is to inspect St. Lukes.

4.3 A majority of the work outlined in 2.2 **can** be done inhouse. Below sets out the tasks that have been identified by the Operations Officer and Facilities Manager as insource-able jobs that **can currently** be phased into the current workload:

Description of location	Description of work to do
Timken Artwork	Planning and watering of the flowerbed.
War memorial	Sweeping up throughout the year but also cleaning up before remembrance day
Alleyway next to one stop (former co-op)	Cutting the bush back from the path.
Rose Garden	Watering, planting and general cleaning.
St. Lukes Centre	Cutting the three grass patches around the Centre.
Bush adj to The Squirrels and Bakery	Cutting the bush back so as not to cause an obstruction
Bush at the junction of Saxon Rise / Main Road	Cutting the bush back so as not to cause an obstruction
Hedge on Eastfield Close / Main Road Junction	General Cut back and tidy up

4.4 The Operations officer and Facilities Manager are keen to insource a majority of the smaller tasks identified in 2.3. It is vital ensure a smooth transition whilst also building up capacity, as such, the tasks identified above are in close proximity and are all located near the St. Lukes Centre.

4.5 Council has on its occasion used its discretion to carry out other work. These are

- Alleyway between Kerrfield Estate and Sir John Pascoe. Ownership of the alleyway is not known nor it classified as a public right of way.
- Hedge adjacent to the village Hall. This is on land belonging to a registered charity.
- Main entrance into Mendip Park. The access road belongs to WNC but it could be said that basic maintenance (such as keeping it cut back and tidy) encourages general park use.

Council could if chooses and depending on capacity continue to do this again on an ad hoc basis at its discretion or incorporate one or more of these in its schedule of works in the future.

4.6 Some items of equipment may need to be purchased to carry out these tasks.

5. Benefits of Insourcing Contracts

5.1 Cost Saving - Insourcing can lead to cost savings compared to outsourcing to external contractors. This is especially important considering the increase in public open space the Council will be responsible for. Expanding projects or improving areas can be facilitated at a lower cost and with the savings recuperated from insourcing.

5.2 Greater Control - By having these tasks performed in-house, the Council can exercise greater control over the quality and timing of work.

5.3 Improved Responsiveness – Inhouse teams can respond rapidly to any issues identified or raised and specifications are more easily adapted to fit any changing requirements.

6. Inspections

6.1 Play equipment and flag poles should be inspected independently on an annual basis.

6.2 Officers are currently determining how often the annuitation pond at Telstar Way should be independently inspected.

6.3 Tree in DPC Parks are inspected on a three year basis. This will in future be applied to all DPC owned Parks and Open Spaces. This year Errington Park, Mendip Park, Grafton Way Meadow and St Luke's Field were independently inspected. The previous year St Luke's Spinney was inspected.

6.4 DPC Facilities and Operations Team do in year inspections as described in section 3 above. Once all parks have transferred, which should be within this current financial year, then DPC staff will carry out weekly/fortnightly play equipment inspections on the following sites:

- Errington Park
- Grafton Way Meadow
- Mendip Park
- The Quarry / Duston Wildes
- St Luke's Field (the smaller field sometimes known as Melbourne Lane Open Space)
- Haydown Green
- Triumph Gardens
- Westbury Close Open Space

All play areas in the area will be owned by Duston Parish Council with the exception of Sam Harrison Way Play Area on the Timken estate.

6.5 Once all parks and open spaces are transferred regular visuals inspections of trees and hedges will be carried out by DPC staff.

7. Recommendations

7.1 That the contracts identified in 4.3 be terminated and insourced to be done inhouse by DPC staff.

7.2 For the time being at least grass cutting of DPC owned parks and open spaces is outsourced. This will be revisited at a later date.

7.3 DPC to carry out general and minor landscaping tasks inhouse.

7.4 DPC carry out regular play equipment identified in 6.4 and general inspections on all owned DPC land and open spaces as when they come into ownership.

7.5 Tree surveys and work are carried out on all DPC owned parks and open space as per the Tree Management Policy.

