



DUSTON PARISH COUNCIL

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

FULL COUNCIL MINUTES
THURSDAY 6TH JUNE 2024

Chair: Cllr P Enright-King

Councillors Present:

Craven, Dickinson, Ennis-Clark , Liddon, Littlewood, Maitland

IN ATTENDANCE:

Gary Youens – Clerk

Ryan Ikavnieks – Assistant Clerk

23/24. To receive apologies for absence

- Apologies were received from Cllrs Barnes, Ingram and Roper.

24/24. To receive and approve the minutes of the meeting held on Thursday 16th May 2024

- That the minutes of the meeting held on the 16th of May 2024 (APPENDIX A) were approved as a true record and duly signed by the Chair.

25/24. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda

- Cllr Golby declared a non-pecuniary interest in relation to 34/24 due to his connections with Golby's Nursery & Plant Centre.

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26/23. Public Participation Session

- A representative from the Road Traffic Collision Unit spoke upon how the Police deal with Voi related incidents and the mechanisms used to ensure safe and legal uses of E-Scooters. To use private E-Scooters the rider must have the land owners permission. The use of private E-Scooters on the public highway is illegal.
- The representative answered questions from members regarding Voi and other e-scooters.
- The Council thanked the representatives for the presentation and information.

27/24. To receive any information update on Section 106 / Community Infrastructure Levy

- The Assistant Clerk provided the Council with a verbal update on Section 106 / Community Infrastructure Levy. He reminded Council of the two S106 applications, Errington Park Path application and Mendip Park Play Equipment application, both applications are ready to be submitted.
- The Clerk informed the Council of a meeting with West Northamptonshire Council's Head of Enforcement and noted the positive working relationship.
- Duston Parish Council has received a majority of its outstanding Community Infrastructure Levy monies. Smaller amounts maybe still due. The Assistant Clerk is chasing up these outstanding amounts.

28/24. Councillor Reports – Information Only

- Councillors gave various reports on their activities.

29/24. Annual Return

- **RESOLVED:**
 - a) That the Report of the Internal Auditor for 23/24 (APPENDIX B) was received and noted.
 - b) That the Annual Return and Governance Statement 23/24 (APPENDIX C) was approved and duly signed by the Proper Officer and Chair of the Council.
 - c) That the year end information was received and the Accounting Statements for 2023/24 (APPENDIX D) was approved and duly signed by the Responsible Financial Officer and Chair of the Council
 - d) That the period for the exercise of electors rights, Tuesday 13th June 2024 to Monday 24th July 2024 was confirmed.

30/24. Asset Register

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- **RESOLVED:** That the Asset Register for 2023/24 (APPENDIX E) was received and approved.

31/24. Reserves Policy

- **RESOLVED:** That the Reserves Policy (APPENDIX F) was received, discussed and approved.

32/24. Committee Updates

- **RESOLVED:**
 - a) That the report in the form of the minutes of the Planning Committee (APPENDIX G) was received and noted.
 - b) That the report in the form of minutes of the Community Services Committee (APPENDIX H) was received and noted.

33/24. Community Services Committee Recommendations

- **RESOLVED:**
 - a) That the Youth Report and the updated SLA (APPENDIX I) were received, discussed and approved.
 - b) That the draft newsletter's content and layout (APPENDIX J) was approved. It will be distributed to every domestic property in Duston.
 - c) That Cllr Enright-King and Cllr Liddon produce a questionnaire for Duston Fun Day to get feedback on the Newsletter.

34/24. Planters

- Councillor Golby noted that Golby's Nursery & Plant Centre is willing donate and replace stolen flowers for Duston Paish Council displays. The Council thanked Cllr Golby.
- **RESOLVED:**
 - a) That Duston Parish Council will replace all stolen plants from DPC planters.
 - b) The Clerk to bring a quote for lamppost planters and a proposed location to the next meeting of the Council.

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35/24. DOPWA Bench

- Duston Old People Welfare Association would like a bench to commemorate it's work over many decades.
- **RESOLVED:** That DOPWA is granted permission to fund and install a bench at St Luke's Field.

36/24. Litter Bins

- **RESOLVED:**
 - a) That the Council was reminded of the plans install a litter bin and bench at Duston Gardens / Telstar Way now it has been transferred to the Council. It was agreed to proceed with this funded by Community Infrastructure Levy.
 - b) That the proposal to install a litter bin at Haydown Green Play Area, funded via Community Infrastructure Levy Monies, was approved.
 - c) That the request to put a litter bin on the grass verge adjacent to Harlestone Road on Firview Drive, funded via Community Infrastructure Levy Monies, was approved.

37/24. Play Equipment Items

- **RESOLVED:** That the proposal to install new playground equipment items at Haydown Green and Grafton Way Meadow using Community Infrastructure Levy (APPENDIX K) was received, discussed and approved.

38/24. Duston Parish Council Corporate Objectives

- **RESOLVED:**
 - a) The following was agreed as Duston Parish Council Corporate Objectives (as set out in APPENDIX L).
 1. **Excellent Community Centres:** Providing high-quality, accessible community centres for all residents.
 2. **High Quality Green Spaces:** Ensuring our green spaces are well-maintained and enjoyable for everyone.
 3. **A Safer, Sustainable, and Pleasant Environment:** Working towards a community that is safe, environmentally friendly, and enjoyable to live in.

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4. **Events Programme:** Producing a varied and engaging events programme, either independently or in partnership with others.
 5. **Advancing Health & Wellbeing:** Promoting initiatives that enhance the health and wellbeing of our residents.
 6. **Advocating and Promoting Duston:** Actively advocating for and promoting the interests of Duston.
 7. **Being a Professional and Competent Council:** Striving for professionalism and competence in all our operations.
- b) Each standing Committee will be consulted on the drafting of a new Corporate Plan.
 - c) Bring back to Council for consideration and devise a new Corporate Plan to replace the existing Four Year Plan.

39/24. Staffing Review

- As previously explained it was agreed to review the current staff structure to ensure it is still aligned with the objectives and priorities of the Council.
- To note that if councillors have any comments or proposals on the current staffing review then contact the Chair of the Council directly.

40/24. Bravery Award

- **RESOLVED:** The Assistant Clerk will speak to the various shop keepers to see what is appropriate.

41/24. Date of the Next Meeting

- **RESOLVED:** To move the full Council meeting back by one week and cancel the Community Services Committee.

Meeting Closed at 20:55

