

**Minutes of Full Council Meeting held on Thursday 12th May 2011 Duston
Community Centre, Duston at 7.30pm**

Present: Cllr Phil Herbert (Chairman)
Cllr Jack Knights (Vice Chairman)
Cllr Alan Bradshaw
Cllr John Caswell
Cllr Margaret Edwards
Cllr Alan Earle
Cllr Matt Golby
Cllr Tim Hadland
Cllr David Huffadine-Smith
Cllr Mike Ingram
Cllr Yvonne Sharpe
Cllr Don Edwards
3 Members of the Public

Co-option Nominees present: Alan Earle
Robert Samuel
Matt Golby

Co-option Nominee not present: Jenny Stroud

In Attendance: Evelyn Gascoyne (Parish Clerk)
PCSO Nigel Phelps

Cllr Don Edwards advised that he had established that the Right of Way across the field at Millway starts at the beginning of the field and that the land leading to this from the houses in Millway is not part of the Right of Way.

A discussion took place on this and the Parish Council thanked Cllr Don Edwards for this information and advised that they are fully aware of this and are proactive in trying to ensure that access to the Right of Way remains accessible to all.

**FC/05/491 Co-option of New Parish Councillors
1 Vacancy New Duston 2 Vacancies Old Duston**

Cllr Huffadine-Smith advised that as per Standing Order 73 on Co-options a co-option notice should have been placed on all notice boards following on from the election result notice from Northampton Borough Council which he stated had not been placed on the notice boards so no-one was aware of the vacancy and that a discussion only should take place on this tonight.

Cllr Huffadine-Smith advised that a email had been sent to the Clerk on the 11th of May from an interested party who wished to be considered for co-option but had been advised by the Clerk that it was to late for tonight's co-option.

Cllr Huffadine-Smith expressed his concern that the wards now showed an imbalance due to the boundary changes and that there was 8 councillors in one ward

and four in the other and that the parish council should consider discussing this in the way that Wootton Parish Council are now doing.

The Clerk reported that on the result of the elections notice it had been requested that the notice be placed on all the notice boards and was sure this would have happened and can only think that the notice may have come down to replace it with another one as there is always a shortage of space on them. Enquiries would be made and reported to all Councillors.

The Clerk advised that she had spoken to Ross Thompson at NBC re the advice she had received from him that co-option could take place 'without notice' and that he confirmed that this information was correct and this is the reason why the co-option had been put on the agenda. The Clerk also spoke to NCALC on this advice and was confident that as this was the result of an election as opposed to a co-option resulting in a death, retirement or any other reason of the Parish Council where standing order 73 would apply this was the reverse of that ie the result of an election leading on to a co-option not a co-option leading on to a by-election.

The Clerk reported the reason for not accepting the email request for co-option received on the 11th of May was that the cut off period for business for Full Council is 8 days prior to Full Council and has always worked to this timescale.

The clerk advised that all Councillors of Duston Parish Council represent the whole of the Parish and not just the ward they were elected/co-opted into and as David Kennedy, Chief Executive of NBC is responsible for recommending altering the boundaries and not the Boundary Commission he has not done this therefore the parish boundaries remain unaltered.

Resolution: Cllr Herbert asked the meeting if it was there wish that the Co-option should go ahead tonight without advertising.

7 Yes

1 Abstention

1 No

Prior to the commencement of co-option Cllr Herbert put it to the nominees if they had a preference of New or Old Duston, it was reported that Jenny Stroud would like to be nominated for Old Duston and Alan Earle confirmed that this was his preference too. Cllr Golby stated his preference was New Duston. Cllr Herbert informed the meeting that the candidates for New Duston are as follows:

Matt Golby
Robert Samuel.

The Clerk circulated the paper for voting and the Councillors were advised to put a cross against the candidate they are voting for then fold the paper a return to the Clerk.

Result of Vote:

Matt Golby 7 votes
Robert Samuel 1 Vote
Spoilt paper – 1

Matt Golby was duly co-opted on to the Parish Council and requested to sign the Form of Declaration Form and Register of Interest form, a copy of the Code of Conduct including paragraph 12 (2), and a copy of the standing orders where also handed to him.

Cllr Herbert advised the meeting that the candidates for the two vacancies in Old Duston are:

Alan Earle
Jenny Stroud
Robert Samuel

The Clerk circulated the paper for voting and the Councillors were advised to put a cross against the candidate they are voting for then fold the paper a return to the Clerk.

Result of Vote:

Jenny Stroud 6 votes
Alan Earle 6 votes
Robert Samuel 3

Jenny Stroud was co-opted on to the Parish Council in her absence.
Alan Earle was duly co-opted on to the Parish Council and requested to sign the Form of Declaration Form and Register of Interest form, a copy of the Code of Conduct including paragraph 12 (2), and a copy of the standing orders was also handed to him.

The Acceptance of the Code of Conduct by all new Councillors will be on June agenda.

The Parish Clerk took note of the two candidates who wished to be advised of a vacancy in the future.

FC/05/492 Apologies: None

FC/05/493 Declaration of Interests: Cllr Knights Duston Sports and Leisure Complex and the Parish website.

Cllr Mike Ingram in Royal Bank of Scotland as his employers, Duston Old People's Welfare

Cllr Edwards St Luke's School Project and Duston Community Association

Cllr Bradshaw St Luke's School Project, DSLC, Parish Website

FC/05/494 POLICE REPORT

PCSO Nigel Phelps read out his report and left a copy at the meeting.

Further discussion took place on the concerns of the parish councillors on:

- Graffiti
- Speedchecks problems and improvements

Cllr Bradshaw handed PCSO Phelps a photograph on a car parked on Eldean Road causing an obstruction to young mothers. This has been reported to NCC five times and Cllr Bradshaw would appreciate his attention to this matter.

FC/05/495 Minutes of the previous meeting held on 7th April 2011 and the Special Meeting held on the 26th of April 2011

The minutes were agreed as an accurate account of the meeting

FC/05/496 Matters Arising for information:

None

FC/05/497 Budget 2010/2011

Deferred until the Full Council meeting on the 2nd of June 2011

Budget 2011/2012

Deferred until Full Council on the 2nd of June 2011

Year End 2010/2011 – Councillors Expenses

Resolution: To approve publication of Allowances to Councillors under the Local Authorities Members' Allowance (England) Regulations 2003

Cllr Herbert proposed. Cllr Knights seconded.

10 Yes

1 Abstention

FC/05/498 Annual Return

Deferred until Full Council on the 2nd of June 2011.

FC/05/499 Duston Sports and Leisure Complex

Cllr Knights advised the meeting that the Minutes of the Special Meeting of the Parish Council held on the 26th of April had been circulated, which detailed that Deejak (Builders) Rushden attended a meeting at GSS Architecture's Kettering Office on the morning of Monday 18th of April 2011 in which they confirmed that Deejak Builders went into voluntary administration at 4pm on Friday 15th of April 2011 and confirmed they are not in a position to complete the works.

The two realistic options available for completing the works were advised as:

1. Novate Deejak's contract to another contractor
2. Terminate Deejak's contract and tender/appoint another contractor to complete the remaining works

It was Resolved at the Special Meeting held on the 26th of April 2011 to Novate Deejak's contract to another contractor and that GSS Architecture had been instructed to enter into negotiations regarding this.

Resolution: Cllr Knights proposed. Cllr Bradshaw seconded that our Solicitors Hewitsons examine the Memorandum & Articles of Association for compliance with current requirements.

10 Yes

1 Abstention

Cllr Knights requested that the second Resolution be withdrawn.

FC/05/500 St Luke's School Site and Playing Fields

Cllr Edwards advised the meeting that the Minutes of St Luke's School site and Playing Field were before them.

Cllr Edwards advised that it was hoped that some Ryeland School Section 106 money would become available to implement the work on the Playing Field and once she has more information on this will advise Full Council.

Cllr Edwards reported that it is the wish of the residents within the vicinity that the grass cutting commences and that the cost of this will be £100.00 per cut. The meeting was advised that approval would be sought from NCC to do this

Resolution: Cllr David Huffadine-Smith proposed. Cllr John Caswell seconded. To approve using part of the monthly Environment Working Party Emergency Money to cut the playing field grass.

11 Yes

Security of the Site

Cllr Edwards reported that Northamptonshire County Council are proposing to install a burglar alarm at the school in preparation of handing the Lease over to the Parish Council. It was reported that at the moment they have a 24-hour security guard on site and that this has proved not to be effective as anticipated as youths can climb over the roof and the security guard is not aware of this until they are over the roof.

Cllr Edwards advised the meeting that there might be a gap in signing the lease and getting the contractors on site resulting in a security concern for the site.

Cllr Edwards reported that NCC had advised that to install an alarm with sensors on the roof which would set off the alarm would be £300.00 and that NCC were prepared to meet the cost of this. The cost of hiring this would be £360.00 per month and this would be considerably less than a security officer sitting in their car this would incorporate:

- Security lighting
- Roof alarm
- Fire intruder alarms

There would also be four patrols in 24 hours. Cllr Edwards advised that the £360.00 would only be payable when the transfer is complete from NCC.

Cllr Edwards advised that Full Council need to consider if they want to take on the alarm system prior to the contractor going on site. Cllr Edwards advised that she has not consulted our Architects on this at the moment.

Cllr Hadland asked what would be the response time should the alarm go off. The meeting was advised that if the alarm went off then Watchdog would respond to this within 20 minutes. A discussion took place on the insurance requirements during the period from the transfer of the lease to the contractors going on site and it was agreed that Cllr Ingram was an expert in this field and could advise the Parish Council on what the insurance requirements will be.

Cllr Edwards circulated the Project Programme to all Councillors.

The meeting was advised that our Solicitors, Hewitsons should have a copy of our amended Lease back to NCC shortly and hopefully this will be agreed.

Cllr Edwards advised that our Land Agent Ian McRae of Chadwick McRae had been on board since 2006 and has not invoiced us during this time. It was reported that it has been agreed to recommend to Full Council a payment of £1000.00 in respect of an invoice received from our Land Agent.

Resolution: Cllr Edwards proposed. Cllr Bradshaw seconded to pay £1000.00 to our Land Agent, Chadwick McRae for professional fees.

10 Yes

1 Abstention

Resolution: Cllr Edwards proposed. Cllr Bradshaw seconded appointing the following consultants:

CDM - Currie and Brown £3900 + expenses + disbursements

Structural and Civil - JPP Consulting £3550 + expenses + disbursements

Mechanical and Electrical – BSD £11,200 + expenses + disbursements

11 Yes

Cllr Edwards reported that they had all been selected on a Best Value process and at the moment a Landscape Contractor will not be appointed.

FC/05/501 Day In the Park

Cllr Golby reported that he had secured a loan of a carousel and that DPC will be put on this and used as the information desk.

It was put to the meeting that all those willing and able come along on the day to help man the information desk for half an hour to three quarters of an hour.

Cllr Herbert reported that he is pursuing entrants for the Dog Show.

The meeting was advised that to date 50 stalls had been taken

FC/05/502 Youth Worker

Cllr Golby advised that the challenges continue and that rooms have yet to be formalised in the Community Centre and Duston Sports and Leisure Centre to enable a Forward Plan be presented to Full Council for approval.

Cllr Golby advised the meeting that he had spoken to Raine prior to the meeting to seek reassurances that everything that had been requested by Full Council and the Police had been put in place to ensure that the 'Gig' event in the Community Centre on Friday 13th May 2011 would run smoothly and he was pleased to report that everything was in place.

FC/05/503 Parish Meeting – 20th May 2010

Resolution: To approve £200.00 expenditure for catering and £59.00 on leaflet for the Parish Meeting.

Cllr Herbert proposed. Cllr Bradshaw seconded.

11 Yes

Cllr Herbert reported on the displays that would be on show at the Meeting and the times that the hall in the Community Centre would be available to allow the displays to be put up should any Councillor wish to attend.

Cllr Caswell offered his apologies for not being able to attend the Parish Meeting.

FC/05/504 Environment

Cllr Knights advised that minutes of the meeting held on the 18th of April had been circulated.

Cllr Knights advised that on receiving a complaint from a resident that the bin in Reedham Close had been placed too close to his boundary fence and on inspecting this the Environment Working Party agreed to resite this away from his fence.

Resolution: Cllr Knights proposed. Cllr Herbert seconded to appoint P Mould at a cost of £270.00 to resite the bin near the boundary fence in Reedham Close some distance away from this.

11 Yes

Cllr Ingram reported that he was present at the meeting on the 18th of April 2011 but that the Minutes did not record this.

A discussion took place on the notice board outside the Extra Care Charity Shop, it was agreed that it was in need of some refurbishment and that if it is not going to be used in this area that EWP could discuss where to make good use of it.

A further discussion took place on the lack of a notice board on St Giles and this will be discussed by EWP.

Resolution: Cllr Knights proposed. Cllr Huffadine-Smith seconded £200.00 Emergency money for the month of May.

11 Yes

Resolution: Cllr Knights proposed. Cllr Herbert seconded awarding Barnett Landscape Contractors for the landscape contract from 1st April 2011 to 31 March 2012 at a price of £1320 plus emergency work of £30 per man per hour.

11 Yes

Cllr Bradshaw reported that the Mendip roundabout had been repaired.

FC/05/505 Finance

Resolution: Cllr Herbert proposed. Cllr Knights seconded approval of payment of the invoices for May.

11 Yes

Resolution: Cllr Herbert proposed. Cllr Caswell seconded the transfer of £20,000.00 from the Business Premium Account to the Community Account.

11 Yes

Resolution: That due to the excess of £250.00 and No claims Bonus of £180.00 on the Parish Council's insurance that claims below £500.00 should not be pursued.

11 Yes

FC/05/506 Planning

The meeting was advised that the minutes had been circulated and all matters had been dealt with. Cllr Golby will meet with Cllr Caswell for an update on this.

Cllr Edwards advised that she had attended the Planning meeting but was not included in the attendance.

FC/05/507 Policies and General Purposes Meeting

Resolution: Cllr Herbert proposed. Cllr Caswell seconded retrospective approval of Friday April 29th the date of the Royal Wedding as a Public Holiday for the employees of Duston Parish Council.

11 Yes

FC/05/508 Correspondence

No correspondence.

FC/05/509 Date of next meeting – 7.30pm on Thursday 2nd June 2011 at Duston Community Centre, Pendle Road

There being no further business the meeting closed at 9.10pm