



**DUSTON PARISH COUNCIL**

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

## **Community Services Committee**

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

7<sup>th</sup> March 2025

Dear Councillor,

You are hereby summoned to attend a meeting of the Community Services Committee to be held at Duston Community Centre on Thursday 13<sup>th</sup> March 2025 commencing at 7pm for the purpose of transacting the following business.

Issued by:

Gary Youens  
Parish Clerk, Duston Parish Council

### **AGENDA**

**CSC54/25. To receive apologies for absence**

**CSC55/25. To receive and approve the minutes of the Community Services Committee on Thursday 23<sup>rd</sup> January 2025 (APPENDIX A)**

**CSC56/25. 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).*

**CSC57/25. 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).*

**CSC58/25. Community Info & Wellness Fair**

- To discuss and review the Community Info & Wellness Fair 1<sup>st</sup> March 2025

**CSC59/25. Duston Fun Day Preparation**

- To receive a verbal progress report from the Events & Engagement Manager on preparation for Duston Fun Day

**CSC60/25. Newsletter**

- a) To receive an update from the Clerk on the next edition of “Duston Together” Newsletter
- b) To discuss the suggestion of doing a podcast to make it more accessible to the visually impaired.
- c) To note the following dates for the Newsletter 2025/26
  - May (after the election)
  - August
  - November
  - February

**CSC61/25. Fraud & Cyber Talk**

- To discuss a proposal to have a Fraud & Cyber Talk from Northamptonshire Police

**CSC62/25. Events Programme 2026**

- To discuss ideas for the Duston Parish Council Events programme in 2026

**CSC63/25. Community Centre Café Events**

- To discuss how the Community Centre Café can be incorporated into the DPC Events programme.

**CSC64/25. Northampton West LAP**

- To receive an update regarding the work of Northampton West Local Area Partnership

**CSC65/25. Health & Wellbeing Strategy**

- To discuss ideas on how to update the DPC Health and Wellbeing Strategy (APPENDIX B)

**CSC66/25. Defibrillator at Village Hall**

- To discuss the request for a defibrillator at Duston Village Hall

**CSC67/25. New Polytunnel for Grow Together Allotment**

- To note a second Polytunnel at the Grow Together Allotment for planters

**CSC68/25. Commemorative Dates**

- To discuss a calendar of commemorative dates (e.g. International Women's Day, Remembrance Day).

**CSC69/25. Promoting Duston Parish Council Election**

- To discuss how to promote the Parish Council Election and West Northamptonshire Council Election in Duston





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**Community Services Committee**  
**Minutes 23<sup>rd</sup> January 2025 7pm**

**Chair:** Cllr S Maitland

**Other Councillors Present:**

Craven, Ennis-Clark, Enright-King

**IN ATTENDANCE:**

Gary Youens – Parish Clerk

Sarah Percival – Events & Engagement Manager

**CSC41/25. To receive apologies for absence**

- No apologies were received.

**CSC42/25. To receive and approve the minutes of the Community Services Committee on Monday 21<sup>st</sup> October 2024 (APPENDIX A)**

- **RESOLVED:** That the minutes of the Community Services Committee meeting held on 21<sup>st</sup> October 2024 were approved as a true record and duly signed by the Chair.

**CSC43/25. 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.

**CSC44/25. Public Participation Session**

- There were no members of the public present

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#### **CSC45/25. Corporate Plan & Service Review**

- The Clerk provided an update on the Corporate Plan and Service Review.
- The Clerk explained that the Corporate Plan is intentionally a comprehensive document designed to consolidate all relevant knowledge and information into one resource. This ensures continuity and prevents the loss of institutional knowledge.
- The plan outlines the history of the Parish Council since its establishment in 1991, its current position, and its direction over the next few years.
- The Council has requested input and ideas from all standing committees to shape and enrich the plan.
- A view was expressed that Duston Parish Council should prioritise developing a strong program of community events and engagement as part of its future direction.
- **RESOLVED:** The Committee noted the draft Corporate Plan and Service Review. Committee members are welcome to submit further ideas to the Clerk.

#### **CSC46/25. Christmas Market & Christmas Tree Festival**

- The Events & Engagement Manager presented a report on the Christmas Market and Tree Festival (APPENDIX C).
- The event was successful, with high footfall reported.
- This marked the first time in several years that the Christmas Market was held at Duston Community Centre, having previously been hosted at St Lukes Centre.
- Feedback from both stallholders and the public was positive, suggesting this could be further developed in the future.
- Cllr Maitland proposed adding craft stalls outside on Limehurst Square and suggested linking the event with St Francis Church. Concerns were raised about the practicality of outdoor stalls in winter, citing the lack of a power supply, adverse weather conditions, and the need for additional staff to manage outdoor activities.
- The Events & Engagement Manager addressed questions from the committee.
- **RESOLVED:**
  - a) To note the Report from the Events & Engagement Manager (APPENDIX C).
  - b) To keep the Christmas Market & Christmas Tree Festival at Duston Community Centre for 2025.

#### **CSC47/25. Youth Club Report**

- The Committee received an update report from Free2Talk regarding the Youth Club (APPENDIX D).
- Cllr Maitland commended the report for being comprehensive and highlighted the good work Free2Talk is doing with the Youth Club.
- It was noted that the Youth Club provides a unique offering for young people in Duston, unavailable elsewhere in the community.
- The Events & Engagement Manager addressed several points raised during the discussion and confirmed plans to visit the Youth Club on Monday.

- **RESOLVED:**

- a) To note the report from Free2Talk (APPENDIX D)
- b) To present to Full Council for their information.

#### **CSC48/25. Northampton West Local Area Partnership Report**

- The Clerk provided an update on the recent LAP meeting he attended. Cllr Golby was there.
- The meeting included a presentation from the Police on the issue of cuckooing, raising awareness of this concern.
- Representatives from Upton Parish Council highlighted parking problems outside The Duston School. The Clerk, Gary Youens, expressed support for Upton Parish Council's approach and their efforts to enforce a planning requirement to address the parking issues.
- The Clerk informed the LAP meeting about Duston Parish Council's upcoming Community Info & Wellness Fair scheduled for March, which was positively received.
- **RESOLVED:** To note the verbal report from the Clerk on the LAP.

#### **CSC49/25. Community Centre Café Events**

- Cllr Maitland and Events & Engagement Manager informed the Committee of their meeting with the operator GJ Café. The operator is planning various events in the coming months.
- **RESOLVED:** The verbal report was noted.

#### **CSC50/25. Forthcoming DPC Events**

- The Events & Engagement Manager presented the report on forthcoming Parish Council events until April 2025 (APPENDIX E).
- **RESOLVED:** The report (APPENDIX E) was noted.

#### **CSC51/25. Community Info & Wellness Event**

- The Committee discussed the upcoming Community Info & Wellness Event.
- The event is a valuable opportunity for local residents to learn more about public services available in the area. It allows residents to engage directly with service providers through face-to-face interactions.
- Suggestions were made to expand participation to include voluntary groups, enabling residents to explore broader community opportunities and support networks.

- The event is scheduled to take place on 1st March at Duston Community Centre.
- **RESOLVED:** To note the verbal update from the Events & Engagement Manager

#### **CSC52/25. Communications & Engagement Policy**

- The Committee reviewed the newsletter section of the Communications & Engagement Policy, following a request by the Council to streamline the process.
- The current policy requires Council approval before any parish-wide newsletter is published and distributed. Some councillors expressed concerns that this process is overly cumbersome and delays publication.
- Cllr Maitland suggested that councillors should still receive the newsletter in advance for informational purposes, ensuring transparency while avoiding delays.
- The Clerk has taken the opportunity to make some minor changes to the document. If Committee members have any further comments/suggestions on the document please let the Clerk know before the end of this month.
- **RESOLVED:** To note that the Clerk will be presenting a redrafted Communications & Engagement Policy (APPENDIX F) to the next Full Council meeting.

#### **CSC53/25. Guides Grant Application**

- **RESOLVED:** To note the report back on the grant application from the 39<sup>th</sup> Duston Guides (APPENDIX G).

*The meeting finished at 8:44pm*

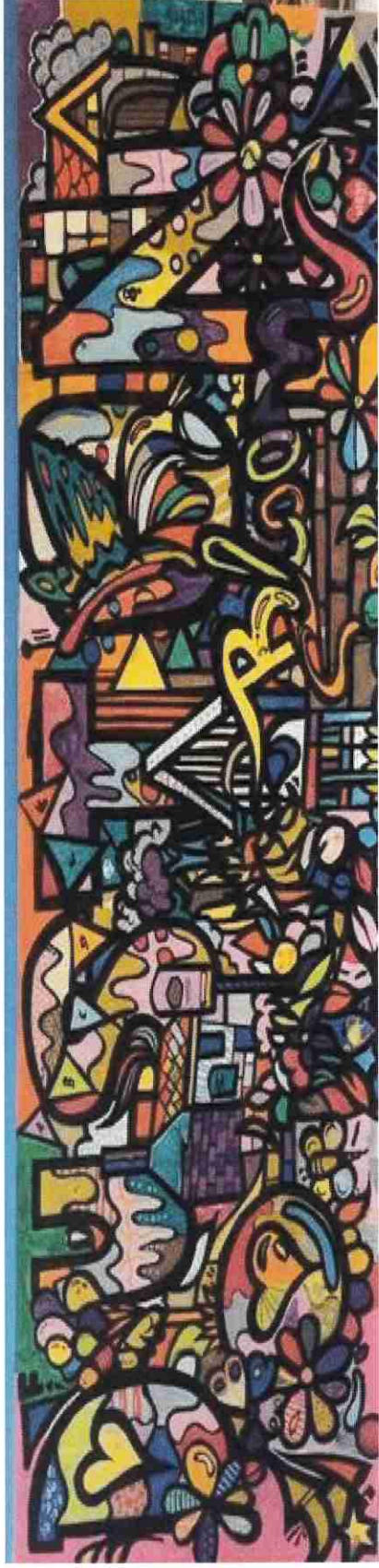




# **Community, Health and Wellbeing strategy for Duston 2024 - 2027**

Adopted 07/03/2024 – V1





DUSTON PARISH COUNCIL

Duston Parish Council is passionate about delivering for the residents of Duston. We believe that by having a Community, Health and Wellbeing strategy we can lead and support the myriad of active groups in our community so that we are all working towards the common aim of a 'Duston Together'



# Why ?

Why do we want this?

# What ?

What are our priorities?

# How ?

How do we achieve them?

## CONSOLIDATES :

- Duston Together
- Community Events
- Community Groups & Organisations
- Duston Good Neighbours
- DOPWA
- Environmental Responsibility

## RESOURCES :

- LAPs data
- Evaluation data from events & initiatives
- Duston local insight data
- Action for Happiness
- The role of Parish & Town Councils in Health and Wellbeing by Sadie Beishon
- Resident surveys

## PARTNERS & SUPPORT:

- Local schools
- Local businesses
- Local care homes
- Local healthcare services
- Churches
- Trilogy
- Local community
- Duston library



# Our Mission



DUSTON PARISH COUNCIL

Our mission is to establish a framework that will enable Duston Parish Council to lead and support a collective desire to help improve the health and wellbeing of its residents and the area in which they live.

A wide variety of proactive groups and organisations already exist within Duston, and a strong sense of community spirit is evident amongst our local population.

By working together effectively and consolidating all that is positive we are stronger as a community.

This also allows us to achieve much more as a collective in our aim to enrich our community and the lives of those who live here.



# Our Strategy



DUSTON PARISH COUNCIL

## Good Community, Health and Wellbeing takes many forms:

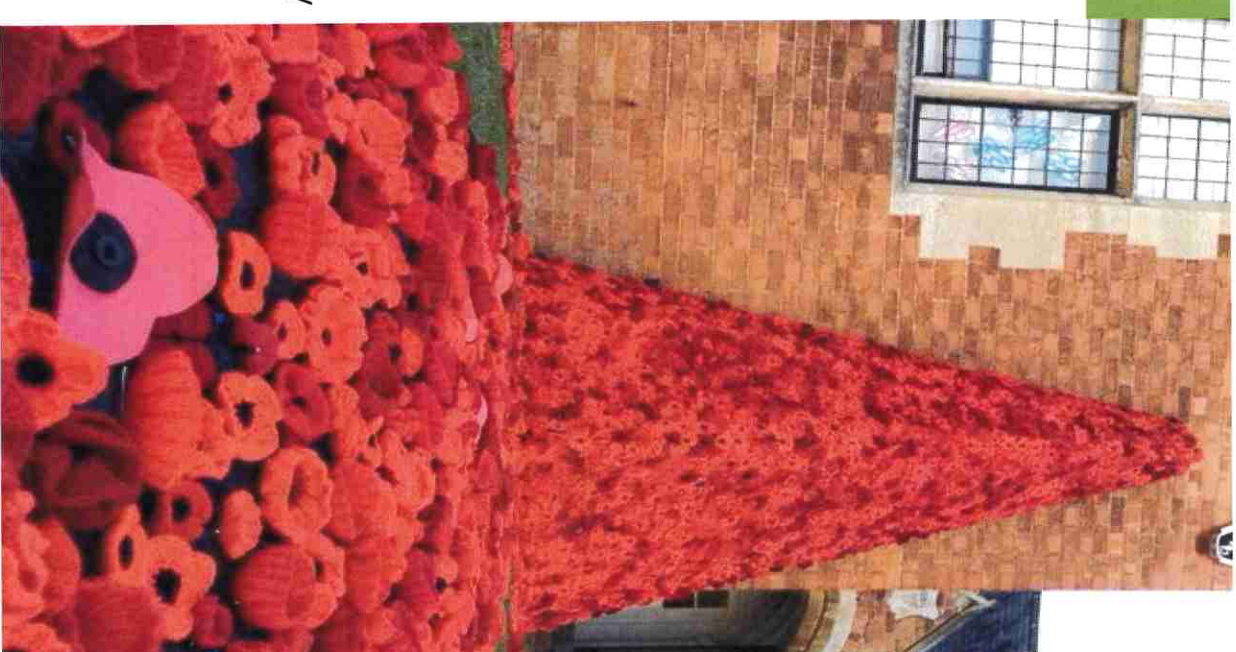
Anything that can improve things even slightly can have a significant impact. **Harnessing** best practices and taking **preventative** action can help us improve many aspects of daily life including socially, environmentally, physically and mentally.

We can **strengthen** relationships by working in partnership with our local schools, businesses, care homes, healthcare services, churches, sports and community groups. In addition, we will continuously **monitor** and **evaluate** our initiatives to assess the positive outcomes and ensure their continued **relevance** and **effectiveness**.

As a Parish Council we recognise the value and importance of doing everything within our power to help improve our community and the health and wellbeing of its residents.

We believe that we have a role to play in contributing to this by consciously and deliberately putting **Community, Health & Wellbeing** at the heart of all that we do.

By adopting this strategy, we can ensure that our aims and objectives are sustained throughout time and that what we do remains relevant and adaptive to the changing needs of our community



# Our Three Priorities

1

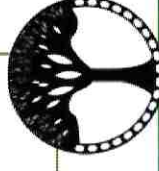
To ensure that we offer a considered variety of pertinent activities, opportunities and improvements across all sectors, ages and demographic to help improve the community and the health and wellbeing of our residents.

2

To always utilise the latest resources and data insights available to ensure that what we do is focused and inclusive and that the decisions we make are relevant to the needs of our community.

3

To ensure that our programme, projects and activities align with and support the Integrated Care Northamptonshire's (ICN) 'Live your Best Life' ambitions.



# ICN 'Live Your Best Life' ambitions

**Best Start in Life**

**Access to the best available education and learning**

**Opportunity to be fit, well and independent**

**Employment that keeps them and their families out of poverty**

**Housing that is affordable, safe, and sustainable in places which are clean and green**

**To feel safe in their homes and when out and about**

**Connected to their families and friends**

**The chance for a fresh start when things go wrong**

**Access to health and social care when they need it**

**To be accepted and valued simply for who they are**



# How Duston Parish Council currently supports Integrated Care Northamptonshire 'Live your best life' ambitions



DUSTON PARISH COUNCIL

## Ambition and outcome

## How do we currently align / support

### Across ALL 10 ambitions:

- **Provide centralised info** on other relevant groups operating in Duston that support the ICN strategy
- **Provide centralised info** about the programmes at Duston Sports Centre that support the ICN strategy
  - **Promote** community groups and activities operating in Duston
- **Support** the current Library programme and develop new groups and activities by working together
- Two large nursery provisions operate from DPC centres
- Wellbeing talks offer advice and education on a wealth of subjects
- Support schools and youth organisations via DPC grants
- DPC liaison with schools and youth organisations to support badgework
- Allotment space provides opportunities to pre- schools, schools, groups and individuals (including those with learning difficulties)
- TGTA provides volunteer opportunities
- DPC Youth provision - varied activities including DJ and gaming

**1. BEST START IN LIFE** - Women are healthy and well during and after pregnancy. Children grow and develop well so they are ready and equipped to start school

**2. ACCESS TO THE BEST AVAILABLE EDUCATION AND LEARNING** – Education settings are good and inclusive and children and young people, including those with special needs, perform well. Adults have access to learning opportunities which support them with work and life skills



# How Duston Parish Council currently supports Integrated Care Northamptonshire 'Live your best life' ambitions



## Ambition and outcome

## How do we currently align / support

**3. OPPORTUNITY TO BE FIT, WELL AND INDEPENDENT** - Children and adults are healthy and active and enjoy good mental health. People experience less ill health and disability attributed to lung and heart diseases.

- Duston Sports Centre programme and Health Walks (Owned by DPC)
- Public play equipment for young people
- Outdoor exercise equipment installed at two parks
- Good upkeep of our local parks and open spaces
- Relevant equipment installed in parks for all ages including MUGAs
- The Grow Together Allotment
- The Grow Cook Eat Project
- Support of Food Bank & Wellbeing Cafe
- Monthly Wellbeing Talks
- Community Info & Wellness Fair
- Signposting to external services & organisations

**4. EMPLOYMENT THAT KEEPS THEM AND THEIR FAMILIES OUT OF POVERTY** - more adults are employed and earn a 'living wage'. Adults and families take up benefits that they are entitled to.

- Lease of 8 office units/areas to commercial tenants
- DPC employs 10 staff
- Promotes WNC, SIP and Housing Association sessions
- Supports Food Bank with donation collection points

**5. HOUSING THAT IS AFFORDABLE, SAFE AND SUSTAINABLE IN PLACES WHICH ARE GREEN AND CLEAN** - the local environment is clean and green with lower carbon emissions.

- Maintenance of open green spaces and parks
- DPC planning committee observations
- DPC Environment Committee plans
- DPC is taking on public open spaces & the management of.
- DPC Neighbourhood Plan to 2029
- Bins, anti-dog fouling signs installed regularly
- Tree and Bulb planting initiatives
- Purchase of no parking signs for schools

# How Duston Parish Council currently supports Integrated Care Northamptonshire 'Live your best life' ambitions



DUSTON PARISH COUNCIL

## Ambition and outcome

## How do we currently align / support

**6. TO FEEL SAFE IN THEIR HOMES AND WHEN OUT AND ABOUT** - People are safe in their homes, on public transport and in public places. Children and young people are safe and protected from harm.

- DPC works with local policing team to exchange feedback from the community
- 'Design out crime' approach to public spaces
- Police team invited to report at our meetings
- Police team invited to attend our events
- 4 speed activated signs around Duston
- CCTV provision under regular review
- DPC have installed 5 defibrillators and 1 bleed cabinet

**7. CONNECTED TO THEIR FAMILIES AND FRIENDS** - People feel well connected to family, friends and their community. Connections are helped by transport and technology.

- Events I Initiatives I TGTA - allow inclusion, reduced social isolation & loneliness, promotes friendship
- Two community centres offer meeting spaces, opportunity to join activities, develop skills and feel connected
- Volunteer opportunities to support and also create value and satisfaction
- Subsidised room hire available for local groups
- Working with local partners to ensure we always offer as many social opportunities as possible
- Mailing list alerts of all our events and initiatives
- Schools/businesses/youth organisations receive monthly activity updates
- Grants available to support local groups and causes

**8. THE CHANCE FOR A FRESH START WHEN THINGS GO WRONG** – people have good access to support.

- DPC has adopted an Equality & Diversity statement

Last updated MAY 2024

# How Duston Parish Council currently supports Integrated Care Northamptonshire 'Live your best life' ambitions



## Ambition and outcome

## How do we currently align / support

**9. ACCESS TO HEALTH AND SOCIAL CARE WHEN THEY NEED IT -** People can access NHS services, personal and social care when they need to. People are supported to live at home for as long as possible. Services to prevent illnesses (e.g. health checks, screening and vaccines) are good and easy to access.

- WB Talks+ events
- Care organisations that operate from our centres (Favel Day Services, Affinity Day care)
- Signposting to local services at our wellness events
- Further signposting at our wellbeing talks and hubs
- Use of our centres for NHS Bloods, screening and health checks
- Working closely with the Supporting Independence Programme service
- Trilogy offer a personalised health and fitness programme via the patient referral scheme in partnership with St Luke's Surgery

**10. TO BE ACCEPTED AND VALUED SIMPLY FOR WHO THEY ARE -** People are treated with dignity and respect, especially at times of greatest need like at the end of their lives. Diversity is celebrated. People feel they are a valuable part of their community and not isolated or lonely.

- All events and initiatives have a broad and inclusive reach across all demographics, ages etc
- Provide warm and welcoming spaces within our 3 centres

