

Nash Parish Council (NPC)

Minutes of the meeting of the Parish Council on Thursday 20 January 2022, in Nash Village Hall, commencing at 7.30pm.

Present: Cllr Williams (Chair); Cllr Carter; Cllr Collins, Cllr Hickey, Cllr Shekar; Cllr York; Cllr Wyke. Buckinghamshire Council Cllr Sir Beville Stanier.

In Attendance: Alison Robinson (Clerk) and two members of the public.

1 Recording and Broadcasting NPC Meetings

- 1.1 NPC discussed the documents prepared by Cllr Collins and **resolved** by a unanimous vote to adopt the documents as policy – attached as the **Appendix** to these minutes. The policy would be widely disseminated and incorporated into the Standing Orders.
Action: Clerk to take forward.

2 Apologies for Absence

- 2.1 Apologies were received from Cllrs Chilver and Goss.

3 Declaration of in Items on the Agenda

- 3.1 No interests were declared.

4 Minutes of the Previous Meeting

- 4.1 NPC **resolved** to approve the minutes of the meeting on 18 November 2021. The minutes were then signed by the Chair as an accurate record.

5 Public Participation Session

- 5.1 No matters were raised.

6 Planning

- 6.1 **21/04366/APP** Wethele House 1A, Stratford Road, Nash, MK17 0ES. Householder application for single storey rear extension.
- 6.2 NPC **resolved** to endorse the consultation response prepared by Cllr Carter opposing the planning application.
- 6.3 **21/04157/APP** 69 High Street, Nash, MK17 0EP. Householder application for garage conversion and single storey extensions to form parent annex. Single storey front and side extensions.
- 6.4 NPC **resolved** to endorse the consultation response prepared by Cllrs Collins and Wyke opposing the application because of access and parking concerns. The consultation response stated no objection if these concerns were addressed.
- 6.5 **21/00092/REF** Holywell Farm House, Thornton Road, Nash, MK17 0EY. Proposal: Certificate of Lawfulness for the existing use of stables (formerly an agricultural barn). Application Ref: 21/01011/AC, Appeal Ref: 21/00092/REF.
- 6.6 NPC **resolved** to endorse the consultation response prepared by Cllrs Hickey and Wykes robustly opposing the appeal.
- 6.7 **22/00022/APP** 1 The Green, Nash, MK17 0EN. Householder application for detached garage/store.
- 6.8 NPC **resolved** to endorse the no objection consultation response prepared by Cllrs Collins and Williams.

Nash Parish Council (NPC)

Ongoing Planning Matters

- 6.9 NPC **noted** the report about ongoing planning matters.

Nash Neighbourhood Plan (NNPC)

- 6.10 NPC discussed the report prepared by the Chair of NNPC) and **resolved** not to redraw the settlement boundary, so the Neighbourhood Plan could be handed over to the Officer who would commence the process of selecting an external examiner.

Action: Chair of NNPC to handover the Nash Neighbourhood Plan.

- 6.11 Cllr Collins volunteered to explore further the advice provided by Buckinghamshire Council and prepare a draft planning application for the land between All Saints Close and the High Street for use as a community amenity space.

Action: Cllr Collins to take forward.

The New Buckinghamshire Plan

- 6.12 NPC **resolved** not to respond to the Discovery and Exploration Phase Consultation Questionnaire. Instead to disseminate it would be widely within the community. Councillors who had not completed the questionnaire were encouraged to do so.

Action: Clerk, and where appropriate councillors, to take forward.

Other Planning Matters

- 6.13 NPC **resolved** to ask the Planning Enforcement Team to review whether the activity at Causter Farm was in line with the current planning permission for the property.

Action: Clerk to write to the Planning Enforcement Team.

7 Matters Around the Village

Nash Recreation Ground and Play Area

- 7.1 Cllr York commended the Clerk for the action she had taken to secure the S106 funding and place the order with Kompan before the price increase. He said he was very much looking forward to the meeting with the Kompan Project Manager.

- 7.2 NPC **resolved** to ask the Clerk to arrange for a contractor to deal with the rodent problem. A bag of soil would be made available to enable those using the recreation ground to fill in the holes.

Action: Clerk to arrange rodent control contractor. Cllr York to get bag of soli.

Queen's Platinum Jubilee

- 7.3 The Village Hall Committee had appointed two of its officers as joint chairs to the organising committee for which volunteers were currently being sought. Cllrs Hickey, Williams and York volunteered to help. An alert would shortly be circulated asking for volunteers to come forward.

- 7.4 NPC **resolved** by a majority vote to:

- (a) Provide a grant of £500 and use of the recreation ground for the celebrations.
- (b) Submit a funding application to Winslow and Villages Community Board for funding for the purchase and installation of a flagpole and flag.

Action: Clerk to take forward with Cllr Colins.

The Pond

- 7.5 Cllrs Hickey and Wyke undertook to follow up the contacts provided by a resident and develop a proposal for obtaining grant funding for a major renovation of the pond to create an adult recreation space.

Action: Cllrs Hickey and Wyke to prepare proposal.

Nash Parish Council (NPC)

Bus Shelter Book Exchange

- 7.6 NPC **resolved** to accept the materials quote for 140mm blocks at a cost of £1465,00. In Response to questions during the discussion, the Chair explained the other materials would be donated using volunteer labour.

Action: Cllr Williams to take forward with support from the Clerk.

Footbridge Across the Brook on The Green to the Village Hall Path

- 7.7 Cllr Williams undertook to talk to the landowner about repairing the footbridge.

Action: Cllr Williams to take forward.

The Old Chapel Graveyard

- 7.8 Cllr Carter provide an oral report about the recent meeting between the trustees and the maintenance volunteer group The trustees had not ruled out selling graveyard to NPC for £1. Cllr Carter undertook to find out more about the trust and report back to NPC at the next meeting.

Action: Cllr Carter.

Nash High Street 20 MPH Zone

- 7.9 Although Buckinghamshire Council had responded to pressure to change its previous policy, it remained unwilling to fund 20 MPH zones – the cost of which included an initial traffic survey. NPC asked the Clerk to get quotes for unofficial 20 MPH signs.

Action: Clerk to obtain quotes.

A421 Accidents and Traffic Diverted Through Nash

- 7.10 Cllr Sir Beville Stanier said he thought the police were unlikely to be willing to agree to an emergency plan for diverting traffic when the A421 was closed by accidents. The Chair asked the Clerk to find the name of the inspector responsible for the Winslow Community Policy Team to discuss the dangers of diverting traffic through Nash High Street, rather than Stratford Road.

Action: Clerk to take forward.

Traffic Calming

- 7.11 The next funding deadline was September 2022 for 2023/4 highway projects.

Action: Clerk to again try to arrange a site meeting with the local area technician to enable NPC to seek advice on possible traffic calming measures.

- 7.12 Cllr Carter was asked to get a quote for a Speed Indicator Sign. Although he had not yet received the quote, he anticipated the cost to be c£3,500.

Action: Cllr Carter to report further when the quote was received.

Devolved Budget for Roads and Road Signs

- 7.13 Buckinghamshire Council was not currently offering new or changed devolved services agreements.

Nash in Bloom

- 7.14 Cllr Shekar said he was keen for the village to enter the annual Britain in Bloom competition and outlined his plans to involve the some of the keen gardeners of Nash. NPC **resolved** to approve Cllr Shekar's request and to allocate £250 for use if needed.

Action: Cllr Shekar to lead the Nash in Bloom Project.

Litter Picking

- 7.15 NPC **resolved** to hold the annual litter pick on Saturday 5 March 2022.

Action: Clerk to make the arrangements. Cllr Collins to arrange the litter picking routes and lead on the day.

Nash Parish Council (NPC)

Footpaths and Hedgerows

- 7.16 Cllr Shekar said he planned to organise a walking group to report back on any footpath and hedgerow issues.

Any Other Matters Around the Village

- 7.17 In response to a question, the Chair said the land owners were responsible for clearing fallen trees and branches on the verges of the roads.
- 7.18 Cllr Shekar had been in contact with the Royal Latin School for help with the Discovering and Celebrating the Untold History of Nash Project. It was unable to help at the current time. He was encouraged to contact the resident and former resident who were known to have a lot of historical information.

Action: Cllr Shekar to take forward.

- 7.19 The Green by the pond was being damaged by the school bus driving round it to change direction.

Action: Clerk to contact the relevant bus company.

8 Finance Report

Payments and Receipts

- 8.1 NPC **resolved** to approve the following payments:

Date of Payment	Recipient	Description	Total Expenditure
08/11/2021	NJ Blackwell Garden Services	Parish grass October	£416.94
08/11/2021	Walker Grounds Care	Devolved grass October	£430.50
08/11/2021	BMKALC	Councillor Training	£38.00
08/11/2021	Alison Robinson	Mileage and parking	£37.82
18/11/2021	eon	Streetlighting October	£43.35
24/11/2021	Paragon Tool Hire	Concrete Crusher Bus Shelter	£358.95
24/11/2021	TES Environmental Services Ltd	Bus Shelter Roof removal/disposal	£594.00
06/12/2021	NJ Blackwell Garden Services	Parish grass November	£172.20
13/12/2021	eon	Streetlighting November	£41.95
15/12/2021	HMRC	PAYE October - December	£191.00
15/12/2021	Alison Robinson	Salary October - December	£838.72
22/12/2021	HSBC	Current account charge November	£8.00
Total			£3,171.43

- 8.2 NPC **noted** the following receipts:

Date	Received From	Description	Other Income
03/12/2021		General Reserve Interest	£0.36
03/12/2021		Asset Reserve Interest	£0.07
Total			£0.43

Nash Parish Council (NPC)

Financial Position: on 30 November and 31 December 2021

8.3 NPC **noted** the financial position on 30 November 2021:

Bank Statement Balance as at 30.11. 21		
Current/Community Account	21211633	£5,561.14
General Reserve Account	31211862	£14,248.42
Asset Reserve Account	41212850	£2,892.76
Total Bank Accounts		£22,702.32
Cash Book		
Opening Balance as at 01.11.21		£24,621.88
Add Receipts		£0.00
Less Payments		£1,919.56
Closing Balance as at 30.11.21		£22,702.32

8.4 NPC **noted** the financial position on 31 December 2021:

Bank Statement Balance as at 31.12.21		
Current/Community Account	21211633	£4,309.27
General Reserve Account	31211862	£14,248.78
Asset Reserve Account	41212850	£2,892.83
Total Bank Accounts		£21,450.88
Cash Book		
Opening Balance as at 01.12.21		£22,702.32
Add Receipts		£0.43
Less Payments		£1,251.87
Closing Balance as at 31.12.21		£21,450.88

9 2022/23 Budget and Precept

9.1 NPC discussed the information provided in the covering paper and the revised draft budget build in the accompanying spreadsheet.

9.2 NPC **resolved** by a majority vote to approve:

- A budget of £18,195 for 2022/23.
- An increased precept of £18,500.
- And to discuss the annual grants and subscriptions at the next meeting.

Action: Clerk to take forward.

10 Buckinghamshire Council

10.1 Cllr Sir Beville Stanier explained aspects of the progress towards setting the Buckinghamshire Council budget for 2022/23. He also talked about how the number of Buckinghamshire Councillors was to be reduced from 147 to 98 with increased ward size – for Winslow ward the increase was likely to be three additional villages.

10.2 In response to a question, Cllr Stainer said Cllr Steve Broadbent, Cabinet Member for Transport, was responsible for road maintenance.

11 Winslow and Villages Community Board (W&VCB)

11.1 Cllr Sir Beville Stanier said in his view W&VCB had achieved a lot since it was established. He was disappointed by Buckinghamshire Council's decision to reduce the community board funding.

Nash Parish Council (NPC)

11.2 The Chair thanked Cllr Stanier for his contributions.

12 North Bucks Parishes Planning Consortium (NBPPC)

12.1 Cllr Carter confirmed he would attend the forthcoming meeting.

13 Urgent Matters for Report and/or the Next Agenda

13.1 No further matters were raised

14 Next Meeting

14.1 Thursday 17 March 2022, at 7.30pm, in Nash Village Hall.

Meeting closed at: 9.30pm.

Chair's signature:

Date:

Public Participation via Remote Video and Recording at Parish Council Meetings

Public Participation via Remote Video

The right to record, film and to broadcast meetings of the parish meeting is established under the Openness of Local Government Regulations 2014. This is in addition to the rights of the press and public to attend such meetings.

From 7 May 2021 local council meetings in England are legally obliged to take place in person rather than via remote video, however Nash Parish Council is committed to being open and transparent in the way it conducts its decision making and welcomes public participation or observation via remote video.

The rules that Nash Parish Council will apply are:

1. Video access to Nash Parish Council meetings will be via a video conferencing platform – the agenda will provide the access details for each meeting.
2. To join a parish council meeting remotely members of the public should follow the link provided on the agenda in advance of the meeting.
3. To participate, members of the public will need audio as a minimum and whilst video is preferred, it is optional.
4. Upon joining, members of the public will join the ‘waiting room’ where they should wait until the host opens the video feed to the public.
5. Members of the public, both those attending remotely and in person, will be invited to participate during the public participation agenda item and will not be able to participate at any other time.
6. When not in the public participation session, members of the public will have their video and microphones switched off by the host. As a result members of the public will be able to see and hear the meeting but not participate.
7. Video Chat will not be acknowledged.
8. Members of the public may leave the remote meeting at any time.
9. Public Participation Session:
 - 9.1 The Chair will introduce public participation, explain the standing orders restrict that session to ten minutes unless the Parish Council decides otherwise and that decisions cannot be made at the meeting on items not on the agenda. The Chair will then invite any members of the public wishing to speak to raise their hands.
 - 9.2 Members of the public attending the meeting in person will be asked first and any items raised will be dealt with.

Nash Parish Council (NPC)

- 9.3 Following that, members of the public attending the meeting remotely will be asked.
 - 9.3.1 The Clerk will note down those wishing to speak (using the name/id shown by the person's screen).
 - 9.3.2 The Clerk will inform the Chair in turn who is next to participate.
 - 9.3.3 Once at the end of the list, the Chair will check if any other members of the public were wishing to speak.
 - 9.3.4 The Chair, or an officer and other councillor if invited to do so, will respond where relevant to the member of public.
 - 9.3.5 The public statement and any response will be recorded for the minutes in the usual manner.
 - 9.3.6 If a member of public does not have video feed, when the Chair is asking who would like to participate, the member of public should unmute themselves and state their name and that they wish to speak. They will be noted down in the list by the Clerk and they will be invited to participate at the relevant stage by the Chair.
10. If parts of the agenda are confidential and a resolution is expected to be passed to exclude the press and the public, these items will be placed at the end of the agenda. The video conference meeting will be closed before the confidential item begins and a new closed meeting will commence. A separate meeting invitation will be sent only to Councillors and Council staff required to attend, with a different meeting ID and password that is not shared with the public. A note will be included on the agenda to explain this.

Recording at Parish Council Meetings

The right to record, film and to broadcast meetings of the parish meeting is established under the Openness of Local Government Regulations 2014. This is in addition to the rights of the press and public to attend such meetings.

Nash Parish Council is committed to being open and transparent in the way it conducts its decision making. For the purpose of this policy the term "record" means any form of audio, visual or electronic recording. Those who attend a public meeting should expect to be filmed. This includes councillors, and council officers-

The rules that Nash Parish Council will apply are:

1. The parish council will display any requirements as to filming, recording, and broadcasting at its meetings via the agenda and on its website and those undertaking these activities will be deemed to have accepted them whether they have read them or not.
2. A copy of these rules will be provided to members of the public in attendance at a meeting of the parish council. The Chair may also verbally remind the meeting and all present of the freedom to record but that these rules are in place to enable any type of recording to take place with minimal disruption to the council meeting.

Nash Parish Council (NPC)

3. Any person wishing to record a meeting in any format whatsoever is encouraged to contact the Clerk prior to the start of the meeting. The Clerk's details are set out on website and the agenda of the meeting. Discussing requirements with the clerk beforehand will help to ensure that the council provides reasonable facilities to meet the needs of the person that is recording.
4. The person making the recording may move around, however in doing so he/she must ensure that there is minimal or no disruption to the proceedings of the meeting.
5. A person or persons recording the meeting are reminded that the "Public Participation" period may not be part of the formal meeting and therefore the recording and broadcasting of this session is forbidden.
6. Where the press and public are excluded from a meeting or part of a meeting owing to the confidential nature of the business to be transacted, recording of that meeting or that part of the meeting will not be permitted.
7. The specific filming of children or young people under the age of 18 who are present cannot take place unless their parents/guardians have given their written consent. This provision also applies to vulnerable adults whereby the consent of a responsible adult is required, i.e. a medical professional, caregiver, parent, or legal guardian. Where the permission is given, filming may take place.
8. The council requests and requires that all recording is overt (i.e. clearly visible to anyone at the meeting).
9. The council requests and requires that all recordings are made available to the council following the meeting in which recording took place.
10. The use of digital and social media recording tools, for example Twitter, blogging or audio recording are allowed only if this type of recording is carried out in a non-disruptive way and only to the extent that it does not interfere with the ability of any person present to follow the debate.
11. A person or persons making a recording has no right to interrupt a parish meeting by asking questions or making comments for the purpose of the recording. The person recording has no right to ask councillors, officers or any members of the public who have been given permission to contribute orally to the meeting to repeat a statement for the purposes of the recording.
12. The chair of the meeting has absolute discretion to stop or suspend recording if, in her/his reasonable opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
13. Persons who are recording are requested not to leave their equipment unattended and are responsible for their equipment at all times.

Nash Parish Council (NPC)

14. The recording and reporting on meetings of the parish council, is subject to the law and it is the responsibility of those doing the recording and reporting to ensure compliance. This will include the Human Rights Act, the Data Protection Act and the laws of libel and defamation. The council expects that the recording will not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or infringement of the parish council's values or in a way that ridicules or shows a lack of respect for those in the recording. The parish council would expect any recording in breach of these rules to be removed from public view. The parish council will have no liability for material published by any other person unless it is itself undertaking the publication through its offices.
15. For the benefit for those who wish to record - where the recording device being used involves equipment which is larger than a smart phone, tablet, or compact camera or if the person recording has other special requirements he/she is requested to please contact the clerk prior to the meeting so that reasonable arrangements can be made.
16. The use of lighting for filming/flash photography will usually be allowed if it does not adversely impact on the ability of others present to view the meeting, or for reasons of health, whereby the council may require that such lighting is not used or is reduced to a level which does not adversely affect other people. The lighting should not cause any other form of disruption.
17. The parish council may itself photograph, film, record or broadcast meetings and can retain, use or dispose of such material in accordance with its retention and disposal policies. If the council proposes to record its own meetings it will be bound by this policy.
18. Where the parish council proposes to record all its own meetings, it will resolve how long such recordings will be kept and how members of the public may obtain copies. The parish council will include the availability of such recordings.
19. The parish council is not liable for the actions of any person making a recording at a council meeting which identifies a member of the public or for any publication of that recording.
20. The minutes of a council meeting remain the statutory and legally binding formal record of council decisions.