

**BIX AND ASSENDON PARISH COUNCIL MEETING**  
**1<sup>ST</sup> NOVEMBER 2021**

Clerk - Mrs. Karen Wheeler, Home Cottage, Nuffield Lane, Wallingford OX10 6QJ  
Tel: 01491 86484 Email: parishclerk@bixandassendon.org.uk

**Minutes of the Bix & Assendon Parish Council meeting held on 1<sup>st</sup> November 2021 7.30pm at Bix Village Hall**

**Attendees:**

**Parish Councillors:** Mrs. Ina Chantry (Chair), Mr William Murdoch (Vice Chair), Ms Sadie Hellon, Ms Sophie Roper, SODC councillor Jo Robb, SODC councillor Lorraine Hillier

**Also present:** Karen Wheeler (Clerk), 7 x member of the public, Jackie Walker – Chair of Village Hall

Key: BAG – Bix & Assendon Grapevine alert email service to residents  
CIL – Community Infrastructure Levy  
OALC – Oxfordshire Association of Local Council  
FMS – Fix My Street – website to report highway problems

**1. Apologies for absence**

Oxfordshire County Councillor: David Bartholomew, Parish Councillor Mr. Fredrick van Mierlo

**2. Member's declarations of personal and prejudicial interests**

None

**3. Confirmation of the minutes on 6<sup>th</sup> September 2021**

These minutes contained information from OCC and details relating to the Oakley Woods refuse site. Amendments made and declared a true and accurate account of the meeting, then signed by the chairman, Ina Chantry.

**4. Matters arising from the minutes**

**Report on Assets of Community Value** – A document produced by SODC was supplied at the meeting.

**Welcome pack for new residents** – Development continues.

**Comet bus** – No further requests received.

**Bin stickers** – Distribution continues amongst residents.

**Armistice tree** – Contact made with donor. Tree to be supplied early 2022 to ensure maximum potential to establish and limit maintenance needed during summer. Suggested Montessori could look after tree. Location and protective surround to be agreed with Common holders.

**Charities to support** – It was agreed to support the following charities with a donation of £100 each. Air Ambulance, Riverside counselling and First steps. Further charities including Cleanslate to be considered before next meeting.

**Salt bin in Village Hall car park**- Now removed.

**Football post** – Common holders agreed for its removal. Now removed.

**5. OCC Report – Cllr David Bartholomew**

See separate document

**6. SODC Report – Cllr Jo Robb**

See separate document

**7. Queen's Platinum Jubilee – 2-5<sup>th</sup> June 2022.**

The following ideas were discussed and it was recommended that a sub-committee be created – volunteers to be found via all communication medias and a promotional leaflet.

- Beacon lighting (Thursday) UK wide activity

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- Village picnic (bring your own food) to include the possibility of a pop up pub and music
- Flower festival in the church over the period
- Best decorated house competition

Other activities considered to run in support could be;

- Circular walk and/or Horse ride around the parish
- Fancy dress parade

It was noted that Montessori school should be asked if they'd like to be involved.

Common holders have kindly offered some contribution to a marquee which will be required and should be booked asap. Clerk to obtain quotes.

Relevant licences, insurance and health and safety assessments will need to be put in place.

**8. Public comments/questions**

None

**9. Chairs Report**

In the last two months a number of small things have been completed.

Thank you to Karen for organizing the removal of the salt bin, this has been completed. Karen checked they were licensed for this work to make sure the item was removed and disposed of properly.

Bill and I contacted Jon Beale at Highways regarding the VAS signs and the high speeds required to trigger a warning. The response is disappointing in that they are set to be triggered at 47mph at Bix and 36 mph which I feel is too high given that drivers are meant to be seeing the speed limit signs from a distance and slowing down to the required speed before passing the sign.

Bix and Assendon Parish Council now has on-line banking with myself and Karen as on-line signatories, Bill is remaining as a cheque signatory, in reality this will probably be used for cheques made out to myself or Chris when he is paid for maintaining BAG and the website.

Several charities have been identified for S137 payments. As a parish council we wanted to support a range of charities working with a range of people. They include Air Ambulance, Riverside Counselling (working with teenagers), First Steps ( working with families and young children). We are still trying to identify a local charity that works with the elderly. If anyone has any suggestions, they would be gratefully received.

Doteasy, the email service has been moved to a yearly contract saving us money and Constant Contact, used for BAG, has also been paid. These are now paid by myself and I am reimbursed, hence the two cheques later this evening.

I am meeting John Howell on 5<sup>th</sup> November, the points I want to discuss with him are planning, speeding and environmental concerns. If anybody would like to ask me to raise another topic or feed information into the ones listed above please email me on my PC address.

A major part of this evening's meeting will be discussing plans for the Queen's Platinum Jubilee. The Common holders have given us permission to use the Common but would like a clear picture of what we plan to do so they know which parts of the Common will be affected. Lord Alvingham left the PC just over £500.00 in his will and as he was a common holder I feel we should use the money for some sort of memorial and it would be appropriate to try and have that ready for the Jubilee celebrations.

## 10. Planning

Cllr, William Murdoch

### Applications Received

#### [P21/S4229/HH](#)

4 Mill Close Middle Assendon

First floor side extension.

**Decision due 7th Dec**

#### [P21/S4296/HH](#)

3 Valley Cottages Middle Assendon RG9 6AR

Rear extension. Front porch. Demolition and rebuild of rear outbuilding

**Decision due 2<sup>nd</sup> Dec**

**Decision awaited**

#### [P21/S3201/HH](#)

Bix Underwood, Bix

Erection of two single storey ancillary workshop buildings

**Decision was due 8<sup>th</sup> Sept**

### SODC Decisions

#### [P21/S3476/HH](#)

Field House Bix

Rear and side extension to the house to create new living accommodation

**SODC GRANTED**

#### [P21/S3165/HH](#)

15 Mill close Middle Assendon

First floor extension above existing garage, single storey lean to side extension and internal alterations

**SODC GRANTED**

#### [P20/S2280/FUL](#)

Land adjacent to Drews Wood Cottage Bix RG9 5DL

Temporary (3 years) siting of mobile homes (essential rural worker dwelling)

(As amended by plans 2021-09-14 to move the mobile home away from ancient woodland).

**SODC GRANTED**

## 11. Highways Matters

### Traffic calming project update – Sophie Roper

A comprehensive document is being produced covering all potential activity. Interim meeting with Councillors is to be held on 17<sup>th</sup> Nov 7.30pm and 15<sup>th</sup> Dec 7.30pm to complete the document and action plan.

**Henley HGV** – waiting to speak with Stefan Gawrysiak to understand impact and joined up approach for the Fairmile, dual carriageway and cycle lane.

**Cold Ash council** - waiting for further information on how this council developed their traffic calming measures.

**VAS Sign** – covered within Chairs report

**Obscured speed sign** – to be reported on fix my street

**Motorbike noise** – A multiple Parish approach is continuing with support of John Howell with an aim to a meeting with Matthew Barber Police and Crime commissioner.

**Stonor events** – no further communication.

**Parking enforcement** – no further action, new enforcement measure now in force.

## **12. Village Hall report**

Temporarily suspending new bookings from the 8th Nov due to construction workers for the church renovation setting up a site office and parking vehicles on the grassy area of the Village hall car park. Once they're settled in, it will be possible to assess if there is any impact on the availability of parking for hirers of the hall.

## **13. HTC liaison report**

No report.

## **14. Allotment Report**

Nothing to report.

## **15. Footpath Report**

Nothing to report.

## **16. Correspondence**

None.

## **17. Finance**

### **a) Cheques for Payment**

Doteasy and Constant contact £188 and £133.20 to Ina total - £321.20

Doteasy and Constant contact £157.42 and £108 to Jane (ex-clerk) total - £265.42

Background (as communicated and agreed with Councillors prior to the meeting). As a PC we owe the outgoing clerk money for Constant Contact, which is the behind-the-scenes support network for BAG. Invoices for the current financial year amount to £108 being owed.

The company is US based and will not currently allow for SO or DD, even if we could set them up. Our banking facilities are old and even with online banking we are experiencing difficulties making payments online due to the account set up.

To address this, the billing has changed to the Chair for ongoing payments. Making it an annual subscription, will also reduce the cost to approx. £10.00 per month. This is also the case for DotEasy a service for the Parish website.

Clerks salary Oct and expense allowance £243.75

Clear and go £85 paid online for clearance of Goal post and salt bin

Henley town council paid online £420 for grass cutting

St James PCC - £500

Charitable payments noted above

### **b) Income**

None to report

### **c) Bank balances**

Bank balance: £14,271.71 29/10. £85 uncleared as at 29/10

### **d) Precept – to be agreed in line with final budget**

- e) **Budget 2022/23** - agreed in principle to be confirmed at Jan meeting.

**18. Any other business**

- a) **Gate repair** – all gates in the villages are showing wear and tear. Repair of the gates is to be incorporated into traffic calming plan.
- b) **Meeting dates for 2022** – 10<sup>th</sup> Jan, 7<sup>th</sup> March, 9<sup>th</sup> May, 27<sup>th</sup> June, 5<sup>th</sup> Sept, 7<sup>th</sup> Nov
- c) **Bollard** – repair not completed. Clerk to follow up.

The meeting ended at 9.40 pm