

BIX AND ASSENDON PARISH COUNCIL MEETING
5TH JULY 2021

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

**The draft minutes of the Bix & Assendon Parish Council meeting held on 5th July 2021
7.30pm at Bix Village Hall**

Attendees:

Parish Councillors: Mrs. Ina Chantry (Chair), Mr. William Murdoch (Vice-Chair), Ms Sophie Roper and Mr. Fredrick van Mierlo

Oxfordshire County Councillor: David Bartholomew

SODC councillor: Jo Robb

Also present: Mrs. Jane Pryce (Clerk), Karen Wheeler (incoming clerk), member of the public

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

053/21 Apologies for absence

SODC Councillor Lorraine Hillier, Parish Councillor Ms Sadie Hellon, Jackie Walker – Chair of Village Hall

054/21 Members declarations of personal and prejudicial interests

None

055/21 Confirmation of the minutes on 10th May 2021

These minutes contained a spelling error under item 048/21 Armistice Tree and Covid Memorial Tree and the last item in the minutes was mis-numbered as 30 when should be 52 – now corrected. These were and declared a true and accurate account of the meeting, then signed by the chairman, Ina Chantry.

056/21 Matters arising from the minutes

Assets of Community Value Chris Chantry has received the information from an online presentation and will put together a report for the meeting in September.

Welcome pack for new residents – development continues.

Comet bus – Request for an additional £250 (3% of preset) requested – to consider at the next meeting.

Speed volumes devices – data has to be up to date, requires a plan ahead of installation.

20 is plenty – survey has been sent out.

New clerk - (Karen) appointed from 1st July 2021. Employment contract to be signed, temporary email to be set up until handover of main clerk's email is completed which should be completed asap.

057/21 OCC Report

GENERAL OCC REPORT

Subjects are:

THIRD READING BRIDGE

Current position is that the project is on hold due to lack of funding for business case (requires c.£1m) and Department for Transport requires full support by all councils before progressing. SODC have submitted position that they are not in support of the project.

FLOODING NEAR GREENMARSH FARM

Ongoing discussion but currently no viable solutions. Drainage would be assisted if the drainage ditches were cleared. This is the responsibility of the landowner.

LOWER ASSENDON LAYBY

Land is not owned by OCC and is currently un-registered with land registry.

DAMAGED SIGN NEAR A4130/B480 JUNCTION

Sign scheduled for replacement 16th August 2021.

HENLEY TO NETTLEBED CYCLE PATH PROPOSAL

Option 1 – Link existing Henley to Lower Assendon shared use path, then linking to the Bix to Nettlebed path

Option 2 – Convert eastbound downhill section to 1 lane, utilise redundant carriageway for a shared use path.

Further updates at next meeting

PATHWAYS TO ZERO-CARBON OXFORDSHIRE REPORT PUBLISHED SURVEYS ON HIGHWAYS AND TRANSPORT ISSUES

This report can be found attached to the minutes and on the website.

058/21 SODC Report

Subjects include:

PLANNING

Decision to approve Little Sparrows, 133 retirement homes on green field site at edge of Sonning Common despite appeals.

Expansion of AONB

Natural England taking forward to parliament the potential to extend the Chilterns AONB

OXFORDSHIRE 20/50

Strategic Spatial Plan, decides housing for Oxfordshire. Important that parishes respond to consultation. Date for consultation still to be confirmed.

LAND IN MIDDLE ASSENDON

Environmental survey has been requested. SODC Strategic property review outcome imminent.

ENVIRO CRIME

Details to be passed on to Parish by SODC. Enviro Crime provide further support once fly tipping or similar reported for clearance to Fix my street.

059/21 Public comments/questions

None

060/21 Clerk's Report

The internal audit has been submitted to the external auditor Moore Stephens. Audit poster put up and accounts on website – Chris Chantry was thanked for his work.

EOY CIL report submitted. Summary of report is that the remaining CIL is £3,850.69. SODC is holding £5,644.02 for the parish council. This prevents the amount of income exceeding £25,000 which would trigger the council having to pay for an external audit.

Trying to change bank details and request a debit card and on-line payments. All of which failed as nothing received.

Paperwork being sorted out (plus emails and contacts) for new clerk.

10th July village fete, 2-4pm, Bix Common and Village Hall

061/21 Planning

Cllr, William Murdoch

a) Applications Received

P21/S2557/FUL

St James Church, Bix RG9 6BS

Construction of single storey extension to Grade II listed church for the provision of kitchen and toilet facilities.

BAPC decision required by 8th July.2021

P21/S2400/HH

Plough Cottage, Road Known As Broad Plat Lane, Bix RG9 4RS

Construction of a single storey garden room.

BAPC decision required by 9th July 2021

b) BAPC Recommendations

P20/S2280/FUL

Land adjacent to Drews Wood Cottage, Bix RG9 5DL

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

BAPC response – SUPPORTS

SODC Target Decision Date 16th December 2020

P19/S4395/HH

The Barn, Broadplat Lane, Bix RG9 4RS

Alterations to external openings with new glazing, raised chimney stack, new external timber cladding, roof alterations and installation of new rooflights/repositioning of existing rooflights

BAPC response - NO OBJECTIONS

SODC Target Decision Date: 26th June 2021

P19/S1548/FUL

Grey Lodge, Old Bix Road, Bix RG9 6BY

Demolition of existing dwelling and studio and replacement with a new house.

BAPC response - NO OBJECTIONS

SODC Target Decision Date: 30th September 2020

c) SODC Decisions

P21/S1058/HH

7 The Green, Middle Assendon RG9 6AT

Single Storey Side Extension

BAPC response SUPPORTS and a request that 'the parish council would not object to applications for any single access/dropped kerb to drive applied for'.

SODC GRANTED

P21/S1233/FUL

Benwells Farm Barn, Land adjoining Benwells Farmhouse, Bix RG9 4RT
Variation of conditions 5 (Scheme of Landscaping) & 8 (Bat Licence) on
planning application P18/S1066/FUL (Conversion of existing barn to residential use)
BAPC supports
SODC GRANTED

P21/S1408/FUL

Coombe Cottage, Old Bix Road,,Lower Assendon RG9 6AG
Demolition of existing dwelling, carport, summerhouse and garage to be replaced with a new
detached dwelling and a detached garage. Change of use of agricultural land to residential
garden.
BAPC objects
WITHDRAWN

P21/S1998/HH

Tanglewood Henley Park near Fawley RG9 6HY
Variation of condition 2 (approved plans) on planning application P20/S1418/HH amending
the drawings as shown on drawing nos. S3403/11B and 12B, to show the ground floor
extension extended 2.1 metres to the east and the first floor extension extended 1 metre to
the east and 0.7m to the south.
Part single storey and part two storey utilities extension to existing dwelling
BAPC supports
SODC GRANTED

062/21 Bin Stickers

There is no problem in affixing 20s plenty bin stickers. There are two bins for each
residence. Agreed to purchase 200 stickers.

At Bix 11/13 houses face the A4130 and would need 40mph speed stickers. Agreed to
purchase 30 stickers.

063/21 Armistice Tree and Covid Memorial /Celebration Trees

COVID Memorial - the church will need to confirm any planting of trees. The diocese would
have to be contacted. In light of ongoing COVID situation, celebration trees put on hold.

Field Maple suggested for the Armistice tree to be planted where other tree died but this time
– a better guard. Agreed.

064/21 Highways Matters

Henley HGV campaign - progressing, updates to be received. Parish council approve in
principle the proposed ban.

20's PLENTY

Survey has been sent out. 66 responses received. 82.5% found in favour. OCC recognise
the lengthy process for parish to obtain relevant evidence for making changes. Expectation
is that in Q4, parishes will be invited to collectively put forward applications for 20 zone signs

ColdAsh council - councillors are sharing best practice on traffic calming.

VAS sign - meeting 11th May to discuss moving position, agreed to look at other options first
for example, clearing undergrowth.

Traffic calming plan - to be put together ahead of installing monitoring system to collect
evidential data from speed/volume devices.

Motorbike noise – investigate amongst parishes to act as a collective group of parishes to
address. Action - Ina Chantry to email other councils to start discussion.

Stonor – Concerns had been raised by residents regarding noise levels. Action- Ina Chantry to draft a letter and make contact regarding events, noise and route of traffic.

The Parish Council also extend their sympathies to the family of the recently deceased cyclist.

065/21 Village Hall report

Ladies toilets - being refurbished July/Aug 2021

Lord Alvingham – plaque to be put up in recognition of his support for the village hall.

Constitution – this is being re-written

066/21 HTC liaison report

No report

067/21 Allotment Report

There have been some problems due to nearby building work. The allotment gates have been left open. This has been discussed with the owner and he will ensure this does not happen again.

068/21 Footpath Report

Jane Aitkin

No report.

069/21 Correspondence

Permission to erect signage for Rotherfield Greys village fete 5th September. Agreed.

Sergeant Major Oliver Reed has asked for permission for a mountain bike ride for 11 soliders that may or may not go through the parish on bridleways/cyclepaths on 17th July. He has to submit a report detailing the ride and that he has 'warned' any parishes he will be passing through. Agreed.

070/21 Finance

Payments:

Henley and District Citizens Advice Bureau £100.00 charity donation

Jane Pryce - **wages** for June/July £455.08.

Karen – **wages** for July £223.17. Approved at pay scale 28 at £16.75 per hour.

Last meeting the councillors were requested to think about other charity donations. Added to agenda for September.

Laptop and printer for clerk. Suggestion to share the cost between Bix & Assendon and Rotherfield Greys pcs. Agreed to purchase printer. Laptop to be discussed with Rotherfield.

Laptop - LENOVO IdeaPad Flex 5 14" 2 in 1 Laptop - AMD Ryzen 5, 256 GB SSD -
Curry's £598.98, Lenovo.com £649.99, Amazon £599.98

Printer - HP envy printer code 214163 - PC World - £99.99, Second hand on eBay
£70, Onbuy.com £124.98

Bank

Income: The late Lord Alvingham has left £500.04 as a legacy to the parish council. The Parish have written to his daughter to express thanks for his generosity. Suggestions needed for how to recognise this legacy.

Interest: £0.29, Bank balance: £ 11,613.87

071/21 Any other business

Training available to councillors – Karen has requested to attend 1 course, Councillor Fundamentals 29th Sept. Agreed. Sophie Roper requested to attend 2 courses -Roles and Responsibilities, Councillor Fundamentals. Agreed.
Action – Karen Wheeler to make bookings.

Contact sheet

It was agreed that the councillor contact sheet should be updated with the relevant changes e.g. new clerk. Karen to complete.

Signs relating to horses on Bix Common Field

It was agreed that these are no longer needed and should be taken down.

RED telephone box

Consideration needs to be given to what should happen to this item.

The sad news of a death on the Bix dual carriageway was received. Every effort to reduce speed on this road is always at the front of the council's mind. Renewed push for repairing of the cycle path being made.

A USB stick was given to Karen Wheeler with a backup of the council's documents. This forms an off-site backup.

Next Meeting – Monday 6th September 2021 at 7.30pm.

The meeting ended at 9.30 pm