

**BIX AND ASSENDON
PARISH COUNCIL MEETING
4TH JANUARY 2021**

Clerk - Mrs. Jane Pryce, 56 Galsworthy Drive, Caversham Park Village, Reading, Berkshire RG4 6PP
Tel: 01189 475915 Email: parishclerk@bixandassendon.org.uk

**The minutes of the Bix & Assendon Parish Council meeting held on 4th January 2021
7.30pm via Zoom**

Parish Councillors present:

Mrs. Ina Chantry (chairman), Mr. William Murdoch (vice-chairman), Mr. Fredrick van Mierlo (his attendance was delayed) and Ms. Sophie Roper

Oxfordshire County Councillor David Bartholomew
SODC councillor Jo Robb

Also present: Mrs. Jane Pryce (Clerk) and 4 members of the public

Key: BAG – Bix & Assendon Grapevine alert email service to residents

CIL – Community Infrastructure Levy

OALC – Oxfordshire Association of Local Councils

FMS – Fix My Street – website to report highway problems

001/21 Apologies for absence

Lorraine Hillier was unable attend.

002/21 Members declarations of personal and prejudicial interests

None

003/21 Confirmation of the minutes on the 2nd November 2020

The Chair and Vice Chair had not reviewed the minutes, it was decided to sign them at the next meeting.

004/21 Matters arising from the minutes

The minute reference November meeting 103/20 Finance was wrong please see clarification under 012/21 below.

The official email addresses for all councillors are now available and should be used and checked regularly. Please use the guide for proper use.

005/21 OCC Report from Cllr. D. Bartholomew (DB)

The full general report can be found attached to the minutes and on the website.

The subjects are:

KEEP TO TIER 4 DISCIPLINES IN 2021 AS CASES CONTINUE TO RISE
RIVER LEVELS IN OXFORDSHIRE AND GRITTING UPDATES
SCAMMERS TARGET RESIDENTS WITH PROMISE OF COVID VACCINE
WINTER SUPPORT ROLLED OUT FOR STRUGGLING FAMILIES AND
INDIVIDUALS

SPECIFIC REPORT FOR BIX & ASSENDON

VEHICLE ACTIVATED SIGNS (VAS)

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On driving through the village, DB saw that the poles and the VAS heads are now installed, but don't appear to be working. Please advise if you need DB to intervene on this matter.

People have reported them working so maybe the solar panels are not getting sunlight. This has been reported.

DEER KILLED ON A4130 NETTLEBED TO BIX

DB has investigated the issue in the past and continue to receive emails about it. DB shares the concerns about the sad death of these animals but, regrettably, there is nothing OCC can do.

Suggestions DB receive include:

Fencing. This is the responsibility of the landowner and the council cannot compel them to fence their land.

Signage. There are existing signs (last refurbished in May) and they have been deemed to be adequate by OCC officers. The parish council would have to pay for more signs if they were supportive of the idea (DB previously raised this issue at the last 'physical' parish council meeting in March).

Speeding enforcement. This is a matter for the police and beyond the remit of OCC.

Speed limit. The area does not meet national criteria for a reduction.

HENLEY HGV BAN

As the PC is aware, Councillor Stefan Gawrysiak, Henley's representative at OCC, is campaigning for an HGV ban in Henley. DB has much sympathy with his objectives but is concerned that HGVs will simply be deflected along the B481 or elsewhere if this occurs. When the Bix duals were being resurfaced a few years ago and HGVs were unable to use them, the increase in HGV traffic along the B481 impacted on parishes along the road. Councillor Gawrysiak has acknowledged this concern. DB has seen his virtual presentation and is somewhat reassured, although still has questions about the feasibility of his ANPR/HGV register proposals; DB therefore abstained on his motion at SODC Full Council meeting in December. DB will do the same if it comes to OCC Full Council before my concerns are fully assuaged.

006/21 SODC Report

This report is attached to the minutes and available on the website.

Subjects include:

Local Plan 2035

District Councillor Grants

Covid Vaccination Programme

Latest Covid Statistics for South Oxfordshire

Civil Parking Enforcement

New CIL Spending Strategy

Thames Valley Rivers Network

An up-to-date survey would be needed to be carried out by SODC on the ex-tip site at Middle Assendon before the parish council take it on. This will be looked into.

A CIL officer will be put in touch with the clerk about the Bix to Lower Assendon cycle path repair.

Planning application on Land adjacent to Drews Wood Cottage, Bix for temporary (3 years) siting of mobile homes (essential rural workers dwelling) was discussed. The current situation will be looked into by Jo Robb and she will let Bill Murdoch know.

The funding to get a survey of the ex-tip site was suggested by Sophie Roper but costs run into thousands for that.

It was suggested that the parish council could find out from parishioners what they would like to see CIL spent on. A BAG questionnaire was suggested.

Renewable energy was discussed. Solar panels are being looked into by village hall but a roof survey needs to be done first.

007/21 Clerk's Report

Defibrillators all have new pads and batteries.

Sophie Roper informed the clerk the app 'StayingAlive' did not show any of the Bix & Assendons' defibrillators. The clerk would look into updating this.

Paul Wyatt (grass cutting of triangles at MA and LA) informed JP that the last cut of the season had been done by OCC so no payment required.

Cllr. Freddie van Mierlo attended (via Zoom) a 'New Councillor' course on 7th November. He reported that it was very good.

Council agreed to retain the accountancy services of Keith Jefferies for the Internal Audit 202/21 (due to be filed April 2021).

The chairman and the clerk had a zoom meeting for the update of the Model Standing Orders, Financial Regulations and the budget. All these documents have been emailed to councillors. The Model Standing Orders document has a problem with the index – this will be corrected and re-issued.

The clerk will issue parish assets inspection log form in the future, as one per councillor, with that councillors assigned assets.

008/21 Casual Vacancy for councillors

This is now resolved. But the registration of Sadie Hellons' papers are yet to be confirmed by Elections Team.

009/21 Planning

Cllr. William Murdoch

There was a problem with the new email and some of the applications below missed their deadline.

a) Applications Received

P20/S4317/LB

Bix Bottom Farm, Bix RG9 6BH

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Addition of a new kitchen range and removal of the 1981 utility room addition, modern first floor partitioning alterations.

BAPC response required by 12.12.20

SODC Target Decision Date 8th January 2021

P20/S4315/HH

Bix Bottom Farm, Bix RG9 6BH

Addition of a new kitchen range and removal of the 1981 utility room addition, modern first floor partitioning alterations.

BAPC response required by 12.12.20

SODC Target Decision Date 8th January 2021

P20/S432/HH

Round Hill House near Fawley RG9 6HU

Conversion of existing space in the detached barn into ancillary accommodation

BAPC response by 16.12.20

SODC Target Decision Date 14th January 2021

P20/S4581/FUL

Windmill House, Lower Assendon RG9 6AN

Proposed storage building.

BAPC response required by 16.1.21

SODC Target Decision Date 4th February 2021

P20/S4750/HH

Tanglewood, Henley Park, Fawley, Henley-On-Thames RG9 6HY

Variation of condition 2 (approved drawings) on application

Part single storey and part two storey utilities extension to existing dwelling

BAPC response required by 20.1.21

SODC Target Decision Date 5th February 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: 27th January 2020

This application was amended in August. The pc submitted the same decision but the target decision date has not been changed.

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
Again – no change.

c) SODC Decisions

P20/S3371/FUL

Leys Cottage, Old Bix Road Bix RG9 6BY

Variation of condition 2 on Application P14/S1602/FUL - amendments to design and form of approved stables building.

(Proposed removal of existing stables and concrete apron and replacement with new stable building comprising a foaling stable and three stalls with a new concrete apron).

BAPC supports

SODC granted

P20/S3638/HH

Highfield, Middle Assendon, Henley-On-Thames RG9 6AX

Relocate an existing garden shed, construct new external terrace areas and install new wraparound aluminium folding sliding doors and French double doors

BAPC supports

SODC granted

010/21 Correspondence

None

011/21 Allotment Report

Jane Pryce

No report

012/21 Finance

a) Cheques for payment

During the meeting in November, the clerk made a mistake in the cheque total. The cheque total was just for wages for 5 months and did not include the pc expenses she had paid.

The PC expenses incurred by **Jane Pryce** are:

WELmedical Online payment (5% discount) for the one additional defibrillator supply
£219.96

OALC for ‘Find New Town and Parish Councillors’ course £60

Paul Wyatt Grass cutting £160

Internal Audit of parish council accounts for 2019/20 done by **Keith Jefferies**. £357.00

Total PC expenses: £806.61

Jane Pryce Wages £455.00 for Dec 2020/Jan 2021

Cheque total: £1,261.61

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BAG uses Constant Contact which is now debiting £18 per month for the service from the clerk's debit card. The clerk requests a direct debit be set up for this from the council's bank account. This was agreed. Chris Chanry is finding out if this can be done.

b) Payments received
Interest £0.33p

Bank balance £ 11,957.68

The Financial Regulations document was emailed to councillors to view before. **This was agreed.**

The Model Standing Orders were also emailed to be reviewed. **This would be considered and review for the March meeting.**

013/21 Budget 2021/22

The Budget was discussed and was agreed.

Precept request form must be submitted by the 12th January 2021. Precept of £7,000 suggested and agreed.

Spend 2021/22 was suggested/estimated to be £10,434.00.
And income estimated at £8,813.00.

Zoom monthly fee was agreed. This is £13 per month.

014/21 Traffic Calming – update

It would seem that the siting of the Middle Assendon VAS post has problems as it can't be seen until on top of it. The clerk has emailed OCC Highways about this concern.

Could these signs be relocated occasionally? And have a number of posts put in for this. The clerk will look into relocation of VAS signs. And the costs. Awaiting information.

There have been various parish councils, along the A4130, highlighting concerns about speeding. It has been suggested that a cross parish response is needed. The clerk will follow up with clerks along the route and copy Sophie Roper and Freddie van Mierlo

The flooding at Broadplat junction (Greenmarsh Farm) was discussed. This is just on the border with Rotherfield Greys and has often come up at their PC meetings. The clearing of grips seems not be working now and may need clearing again.

The clerk was asked to pursue this with Highways.

Sophie Roper was nominated to run the Traffic Calming initiatives.

015/20 Footpath Report

Jane Aitken

No report

016/21 Village Hall report

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Jackie Walker

Committee met on on-line in November. Ina attended as the parish council representative. Next meeting is in February. We are looking at using the funds we have to contribute to the community.

Free Armistice tree was confirmed and the clerk will receive contact email to request this. And the tree guard costs have been agreed to be funded from the Village Hall funds.

The village hall cannot be hired out at present due the Covid regulations.

017/21 Any other business

Maybe a September celebration to thank the community for helping to get through the Covid lockdowns. This will be put on the March agenda after the village hall has their meeting to see what they can offer.

The Assendon Spring/water table is rising according to bore hole data. However, there is a significant gap till overflow. Ownership of the ditch to carry the overflow is still un-clear in various locations. This needs to be on the March agenda.

Litter pick day will be cancelled. Unless things change suddenly.

The excess parking opposite the Golden Ball pub is getting to be an eye sore. The clerk will issue a letter (written by Ina Chantry) to the pub to ask for more information.

The parking area by the Golden Ball, Lower Assendon was questioned as to ownership. But no idea who owns it.

018/21 Public Comments

None

Next Meeting – Monday 1st March 2021 at 7.30pm.

The meeting ended at 9.40 pm