

BIX AND ASSENDON ANNUAL PARISH COUNCIL MEETING
9TH MAY 2022

Annual Parish Council Meeting - held on 9th May 2022 at Bix Village Hall.

Attendees:

Mrs. Ina Chantry (Chair), Mr William Murdoch (Vice Chair), Parish Councillor Mr. Fredrick van Mierlo, OCC Councillor David Bartholomew, Jackie Walker – Chair of Village Hall, Karen Wheeler (Clerk), SODC councillor Lorraine Hillier. 10 x member of the public, SODC councillor Jo Robb.

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

Parish Councillor Ms Sophie Roper

2. Member's declarations of personal and prejudicial interests

Chair – Item within finance for the payment of Web/email services.

3. Confirmation of the minutes on 7TH March 2022

These minutes were declared a true and accurate account of the meeting, then signed by the chair, Ina Chantry.

4. Election to office

- a. Election of Chair to Bix and Assendon Parish council - approved
- b. Election of Vice Chair to Bix and Assendon Parish council - approved
- c. Co-option of Jeremy Montagu-Williams as a Councillor to Bix and Assendon Parish Council - approved

5. Matters arising from the minutes

Armistice tree – Thanks to Mrs Freeman who has supplied 6ft Field Maple March 2022 which is now planted to the left of the Village Hall.

Air band – Following a question raised at the Parish meeting the Parish Council have been investigating the situation regarding improvement of rural broadband. Please find update below along with some useful links and contact points.

The majority of premises within the parish (93%) have access to superfast broadband at >24Mbps speeds due to the works completed under the Better Broadband for Oxfordshire (BBFO) project and commercial rollout. There are two premises due for coverage by Airband under the Businesses in Rural Oxfordshire (BiRO) project, which are:

UPRN	ADDRESS	Postcode
10033003766	BROMSDEN FARMHOUSE, ROAD FROM BROMSDEN FARM COTTAGES TO BROMSDEN FARM, BIX, HENLEY-ON-THAMES,	RG9 4RG
10033003765	DAIRY COTTAGE, ROAD FROM BROMSDEN FARM COTTAGES TO BROMSDEN FARM, BIX, HENLEY-ON-THAMES,	RG9 4RG

It is worth noting that, there is a new Department of Culture, Media and Sport (DCMS) project called Project Gigabit, which is intended to target the final 10-20% of premises across the country

that are believed to be not commercially viable for upgrade to full fibre. It is currently in the early stages of procurement where the DCMS team are using supplier returns to try to identify which premises already have gigabit connectivity and which premises are in plan for it so that they can confirm which premises appear to be not commercially viable and therefore eligible for intervention under the project <https://www.gov.uk/government/consultations/uk-gigabit-programme-oxfordshire-and-west-berkshire-public-review>. The intervention area for the project is due to be announced in the summer, when the procurement activity is expected to formally commence. We will be sharing updates with the parishes, as soon as we have more detail to share.

Premises within the parish are currently eligible for the Gigabit Voucher Scheme. This scheme is run by the Department for Culture, Media and Sport (DCMS) and offers vouchers to enable infrastructure upgrades to provide full fibre connections (capable of speeds up to 1Gbps) for eligible rural premises. Further details available here: Gigabit Vouchers (culture.gov.uk)”

Councillor vacancy – Cllr Sophie Roper confirmation of continued service to be sorted by the clerk. The Parish Council hopes that she will be able to continue.

Litter team – Saturday 30th April, thank you to all those that attended and helped. Another litter pick may be organised for the autumn and next year’s spring litter pick will be earlier.

Notice boards – thanks to Chris Chantry and Jo Dack who have repaired and replenished the Middle Assendon notice board. Lower Assendon notice board has also fallen down and awaiting repair. Bix notice board also needs attention. Clerk is to contact Paul Wyatt regarding further maintenance.

6. OCC Report – Cllr David Bartholomew

See separate document (specific items noted below)

Councillor priority grant - (approved for spend against the Marquee) Funds received with thanks.

Speed monitor on dual carriageway - Cllr Bartholomew has commissioned a speed monitor on the dual carriageway with a specific focus on motorcyclist – paid for by his Councillor Priority fund.

Henley to Nettlebed cycle path – due to other priorities this is no longer being progressed.

7. SODC Report – Cllr Jo Robb

See separate document.

8. Queen’s Platinum Jubilee – 2-5th June 2022.

Date: Saturday 4th June (invites have been sent to all residents) c. 300 attendees expected

Event: An afternoon comprising drinks reception, lunch followed by tea, children’s games and dancing. The location on the Bix Common Field; a suitable marquee has been reserved at Lulu Marquees.

Meeting: Regular meetings to organise the event are being held at Bix Manor.

Beacon – being explored for the Thursday night.

9. Public comments/questions

Grass cutting – triangles mainly cut by the Parish Council for traffic site lines. Debate was held and agreed to ask residents whether to mow or, leave wild.

10. Chairs Report

It has been another quiet two months as chair, this is the time of year when the clerk really earns their money preparing documents for the audit and making sure that every penny is accounted for. Karen has done an amazing job and the paperwork was sent to the auditors in good time. I would like to say thank you as it is definitely the most stressful time of year for a parish clerk. The litter sweep saw a number of residents turn out to tidy their villages and I would like to thank them for their efforts, the general consensus of opinion was that it was held slightly too late and that the undergrowth was too tall to really pick everything up, however, there was the benefit of glorious weather. This was the first litter pick for two years and again those that attended felt there was less litter than they expected. However, we will try and organize it for earlier in the year next time. Talking to people there was an appetite for an October tidy up, so we will look into whether this would be supported by OCC.

Henley Town Council have requested a boundary change to incorporate all of Swiss farm into their parish. Currently the boundary runs through Swiss Farm and we are the other council. It makes sense for Swiss Farm to be under Henley Town Council's remit for planning but also the people who stay and live at the site are going to have a direct impact on Henley rather than Bix and Assendon.

I would like to welcome Jeremy as a new councillor, he has worked very hard as part of the team organizing the Queen's Platinum Jubilee and I am sure will be an asset as a parish councillor.

11. Approve, the appointment of a traffic consultancy to identify possible solutions to the speeding problems within the parish. This would be paid for using CIL funds.

Item being removed from the agenda – not supported by councillors present.

12. Approval of parish roads to be included in application for 20mph zone

Application for 20MPH zones – 1. Middle Assendon first triangle to Home Farm. 2. Lower Assendon from 1st house to the village gates due to narrowness of road. 3. Around the common. Note that there is a minimum length for 20MPH zones. New survey to be sent both in printed and online format.

13. Planning

Summary for period – 1st April – 31st March 2022

Registered with SODC 16

14 Approved by SODC

2 Withdrawn by applicant

As at meeting 9th May

3 received – awaiting Parish response

2 awaiting decisions from SODC

Cllr, William Murdoch

Received NEW

[P22/S1185/LDP](#)

4 Mill Close Middle Assendon

Part garage conversion

[P22/S1236/HH](#)

Symstead White Lane Middle Assendon

The erection of a single storey outbuilding and modifications to the existing access.

P22/S1330/HH & P22/S1598/HH

High Acres Bix RG9 6BT

New Garage.

Variation of Condition 2 (approved plans) on P21/S5073/HH for a change of roofing materials from tiles to slates External remodelling and conversion of garage to ancillary accommodation

P22/S1396/FUL

Benwells Farm Barn Bix

Alterations to existing barn conversion (revisions to application ref : P18/S1066/FUL) including external changes and erection of new annex building.

Applications Awaiting decisions

P21/S3233/FUL

The Fox Wallingford Road Bix RG9 6DB

Change of use from ancillary accommodation to the house - to holiday let/AirBnB accommodation Minor amendment to existing approved annex (REF: P17/S2257/FUL): with additional window and door on the ground floor.

Decision due 25th January 2022 (further amends received March and April 2022)

P21/S3201/HH

Bix Underwood, Bix

Erection of two single storey ancillary workshop buildings

Decision was due 8th Sept 2021 (further amends received Jan and March 2022)

14. Village Hall report

A new cleaner has been appointed, Bill Dowling; he is able to undertake maintenance work too and a schedule for this is currently being developed. We're very pleased to also still have Lewis Every to undertake maintenance tasks, so we are fortunate to now have two good people to call upon.

Ina reported on the Constitution completion. This includes a clause allowing the VH to make grants and donations to parish / community projects. The amount of money in their bank account will be stated at each PC meeting. The PC is now identified as the custodial trustee and acts as guarantor for the new constitution.

15. HTC liaison report

Nothing to report.

16. Allotment report

Invoices are being issued for next year's allotment holders – some payments have already received.

SODC are pursuing the trespass issue and will also confirm access rights related to Henley Cottage. Urgent update to be requested from SODC by Chair. SODC agreement to be provided to the Parish relating to its use Chair also to request update.

It has also been noted that the gates are often left open posing a risk to fly tipping.

17. Footpath report

Nothing to report.

18. Correspondence

- a. **Lighting** – FMS ticket closed
- b. **By Pass** – Rubbish had been cleared
- c. **White Lane/Rectory Lane** – flooding reported.
- d. **White lines at junction above** – reported, work carried out and ticket closed.
- e. **Tree down on triangle** – Assendon Lodge sorted
- f. **Foliage Old Bix road** - reported
- g. **Additional signs for deer** – residents provided detail to clerk on deer crossing points. Passed to OCC to consider additional signage. FMS logged.
- h. **OCC approached and approved additional Signage not suitable for HGV** - Old Bix Rd
- i. **Spring gauge** – Website not working and seems to have ceased
- j. **Bus stop Bix** – flagstones and overgrown foliage. ENQ22924215
- k. **Fly tipping** – ad blue on White Lane **Council ref:** 3492923 (may be on private common land) Clerk to refer to Common holders
- l. **Potholes** – Rectory lane. ENQ22921442 & **Council ref:** ENQ2292144
- m. **Ditch Middle Assendon** - Council ref: ENQ22923676 Asset ID: 290095943

19. Finance

- a. **Payments** – Payroll company £84 July-Dec 21, £39 Jan-March 2022, £120 Full year 2022/23. Clerk salary £243.75 per month. £21 Ina Chantry for TENS licence (Jubilee), Marquee final payment £4006.32, Sue Bailey West (Jubilee expenses) £178.44. Insurance £394.43. £160 Paul Wyatt first grass cut 2022. Keith Jeffries audit £399. £960 Website, comms 2022-23. Request for 5 hours o/time by the clerk – approved.
Error messages have been occurring due to a 10Mb per message size limit on the basic email service. The 10Mb limit can be raised to 20Mb by upgrading to the MailPro service for an additional \$5.95 + tax per month - approved
- b. **Income received** - £500 Cllr Grant towards Jubilee costs. £36 allotments fees. Precepts 1st payment £3675. Interest £0.25
- c. **Bank balance:** Parish Council £12,629.91 as at 09/05/22 Village Hall - £72,163.83
- d. **Accounts for the year 2021/22** – these were approved and relevant forms signed for publishing on the parish website
- e. **Keith Jefferies approved as auditor for next year.**

20. Any other business

- a. **Noise cameras** – it was agreed for Cllr Fredrick van Mierlo to put together a letter to John Howell to request Bix & Assendon taking part in the trial (Noise pollution)
<https://www.gov.uk/government/news/new-trial-to-banish-loud-engines-and-exhausts-on-britains-noisiest-streets>

Next Meeting – 27th June 2022.

The meeting ended at 10pm

