

Bix and Assendon Parish Council

Clerk - Mrs. Jane Pryce, 56 Galsworthy Drive, Caversham Park Village, Reading, Berkshire RG4 6PP
Tel: 01189 475915 Email: jane@lindonpryce.demon.co.uk

The minutes of Bix and Assendon Parish Council meeting held on 3rd July 2017

Parish Councillors present:

Ms. Lisbeth Thiesen, Mr. Robert Aitken, Mrs. Ina Chantry and Mr. William Murdoch

Oxfordshire CC councillor David Bartholomew and South Oxfordshire DC councillor David Nimmo-Smith

Also present: Mrs. Jane Pryce (Clerk) and 1 member of the public.

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

053/17 Apologies for absence

Mr. Matthew Beesley sent his apologies.

054/17 Members declarations of personal and prejudicial interests

None

The clerk asked the members if they had any changes to their Register of Interests since their election in 2015. None were declared.

055/17 Confirmation of the minutes of 8th May 2017

The minutes were declared true and accurate and signed by the chairman after a few minor grammatical errors were corrected.

056/17 OCC Report from Cllr. D. Bartholomew

GENERAL OCC REPORT

This report can be found attached to the minutes.

SPECIFIC REPORT FOR BIX & ASSENDON

WHITE LANE POTHOLES

I have had ongoing contact with a local resident regarding potholes and other defects in White Lane. The Area Steward had issued a detailed reply but the resident was not satisfied. I asked the Area Steward to investigate the matter further and he re-inspected the site this morning. His emailed comment was as follows: *"This is a narrow single track road covered by a 30 mph speed limit. I saw no hazardous defects that needed attention but as previously reported, could benefit from the Dragon Patcher sometime in the next few months. I can confirm that there is no Engineer's report on White Lane. My comments are based on visual inspections against our intervention criteria."* During a subsequent telephone conversation he advised that he hoped the Dragon Patcher could be scheduled for late summer.

Robert Aitken also mentioned that Rectory Lane also needed some attention. Cllr. Bartholomew requested that the matter was reported on 'Fix-my-Street'.

SUBSIDENCE ON A4155 NEAR FLOWING SPRING

Part of the A4155 near The Flowing Spring has been coned-off and is subject to traffic lights and one-way traffic. A temporary 30mph speed limit has also been introduced. Investigations have revealed subsidence and the affected part of the road will be repaired with steel piles in the near future. Unfortunately this will involve closure of this section of the road for about two months over the summer. I drove the diversion route with Highways officers and made some suggestions regarding signage and other practicalities.

When the dates are known Cllr. Bartholomew will email and the information will be put out on BAG.

THIRD READING BRIDGE

I have chased John Howell MP to convene the next meeting of the Steering Group. I am concerned to note that the bridge appears in Reading's Draft Local Plan despite the traffic modelling study not being assessed and the 'Business Case' not being prepared. There is no reference to a relief road and it is likely such a relief road would be opposed by Reading in any case. The draft version of the traffic modelling report I have seen indicates some reduction in traffic on Sonning Bridge at the expense of increased traffic on the B481.

William Murdoch asked about the unitary council formation. This has been delayed due to Brixton and the council and the general election.

Robert Aitken asked about the grass triangle which forms a junction onto the B480 from Dobson's Lane requires the grass cutting. The OCC area steward has been informed and Cllr. Bartholomew asked if not action was taken to copy him on any emails about this. The use of 'Fix-my-Street' was also encouraged so that a reference number could be assigned to it. The new system will, hopefully, be up and running in late July. The date will be emailed when known and that information will be put on BAG.

057/17 SODC Report from Cllr. D. Nimmo-Smith

The SODC report is attached to the minutes.

Cllr. Nimmo-Smith asked about the emptying of the bins, mentioned in the previous meeting minutes, at Middle and Lower Assendon. It was confirmed that the one in Middle Assendon has been but there was no information on the one at Lower Assendon. Robert Aitken was asked to keep an eye on it and report back.

The report subject '5 Year Housing Land Supply (5YHLS) update' was discussed. There is still not enough land available to provide this.

Those not paying their council tax and business rates have been clamped down on and that has achieved over 90% paying.

The SODC grant for projects has been clarified and the opening date is 15th July and the link to apply will be emailed shortly. Which should be match funded. The deadline is 6th September 2017.

The Local Plan consultation for housing is still a work in progress and more information will be available at the next meeting.

058/17 CIL payment

Decision about CIL payment (£594.00) for Middle Assendon was shelved till the next meeting.

Robert Aitken was asked if the grass triangle mentioned above, should not be attended to in the next 3 weeks (by OCC) then this year, only, get someone to do it. It was decided that this, as a safety issue, would be done.

059/17 Village Fete Report

The Bix & Assendon Village Fete was held on Saturday 10th June. It was a warm, partially sunny but rather windy day however the lack of rain led to a very decent turnout with about 250 people attending, not dissimilar to previous years.

Food was provided by Gary Hall with the Bar managed by Robert Walmsley and the British Legion, whilst as ever, Stephanie Tomlins and her army of helpers provided tea and cakes.

The soundtrack to the afternoon was provided by the wonderful Goring & Streatley Concert Band with the Dog Show as ever, the centre of attention. Run this year by Woofit Walkies, the event proved a great success with a full page of coverage ensuing in the Henley Standard.

Lastly, new this year - and very successful, was the introduction of Kids Stalls by Kids for Kids. This seemed to bring many more families to the event and of course is an important part of the day.

In this important year of fund raising for the church, given plans to add kitchen and toilet facilities, we are pleased to report a very successful event.

Thank you to all residents for attending and in many cases, helping with the running of the event itself.

Cllr. Matt Beasley

William Murdoch reported that the takings were as good as previous years.

060/17 Advertising Signage on parish land

The parish council needs to have a policy on advertising signage. The below suggestions come from OALC (Oxfordshire Association of Local Councils).

“The policy should cover, type, size, how long they are allowed to be up for, how soon they must be taken down after the event and the consequences of not removing the signs – eg they will not be allowed to advertise again on parish council land, signs will be destroyed etc. It is up to the council to decide what the terms are for inclusion in the policy eg two weeks after the event or a limit of your own making. It does depend on where these signs are, if they are on highway verges then they are the responsibility of the Highway Authority, if they are considered to be litter then they are the responsibility of the district council.”

The decisions are as listed below:

Type: It must be secured to the ground and not a hazard eg. obscuring sight lines of vehicles at the junction or from the dual carriageway. Also a disclaimer that the boards are not the parish council's responsibility and that is the duty of the advertiser to ensure safety is upper most in placement of the notices.

Size: This was deemed difficult to specify.

Duration – Before: 2 weeks

Removed by: 2 days after the event.

Consequences of non-removal of allowed signage: The board would be laid flat.

Consequences of non-allowed signage: The board would be deemed rubbish and removed, if not collected.

The clerk will inform any advertisers of this as parish council policy if they informed beforehand. If they had failed to inform her then the advertiser would be contacted by her and informed of the policy and warned about consequences of non-compliance.

Most parish councils just remove any that don't ask and without informing the event organizer.

061/17 Broadband

It was confirmed that BT had installed two fibre broadband cabinets in Bix and Middle Assendon and another one was spotted being installed next to A4130 at Bix. The switch on is scheduled for end of September 2017.

062/17 Allotment Report

The clerk confirmed she would go and check for Ragwort. There was also two offers of poles to replace the rotten ones in the fence at plot 6.

Jane Pryce reported that the local allotment rental prices varied:

Henley (over 65) £28 (under 65) £42.50

Nettlebed £12

These rents also may have more upkeep – the bigger they are, the more facilities ie. stand pipes for water, roads and car parking.

063/17 Planning

a) Applications received

The following planning applications have not been received but coming soon:

| Reference | Date Registered |
|---|-----------------------------|
| Location/Description | Target Decision date |
| P17/S2397/HH | 29 June 2017 |
| Blythewood, Bix RG9 4RY | 24th August 2017 |
| Alterations and extensions ancillary to the above property. | |
| | |
| P17/S2186/FUL | 29 June 2017 |
| Land north of Old Bix Road, Bix | 24th August 2017 |
| Variation of conditions 3 (temporary structures) and 5 (enclosures) of planning permission P15/S2774/FUL: Change of use from agricultural to equestrian in respect to land north of Old Bix Road, Henley-on-Thames. | |

b) BAPC Recommendations

BIX AND ASSENDON
PARISH COUNCIL MEETING 3RD JULY 2017

| Reference | Date Registered |
|-----------------------------|-----------------------------|
| Location/Description | Target Decision date |

| | |
|--|----------------------------|
| P17/S1685/HH | 19 th May 2017 |
| Round Hill House, Fawley RG9 6HU | 14 th July 2017 |
| Alterations of the route of the main driveway. | |
| Rear extension to the main house. | |
| Construction of a new staff/family lodge within the residential curtilage. | |
| BAPC recommendation NO STRONG VIEWS | |

| | |
|---|-----------------------------|
| P17/S0992/FUL Amendment 3 | 13 th March 2017 |
| Witness Farm, LA RG9 6AW | 7 th July 2017 |
| Change of use from private and recreational equestrian use to private, recreational and small business equestrian use (additional information about business operation and details of flooding and parking received 25th April 2017 and block plan with visibility splay details received 8th June 2017). | |
| BAPC recommendation NO STRONG VIEWS | |

c) SODC Decisions

| | |
|---|---------------|
| P17/S0847/FUL | 6 March 2017 |
| Campions, Henley Park, Fawley RG9 6HY | 10th May 2017 |
| Replacement dwelling (as supported by revised arboricultural report received 24th April 2017 and updated ecological report received 27th April) | |
| BAPC recommendation NO STRONG VIEWS | |
| SODC GRANTED | |

| | |
|---|-----------------------------|
| P17/S0992/FUL | 18 th April 2017 |
| Witness Farm, Lower Assendon RG9 6AW | 13 th June 2017 |
| Change of use from private and recreational equestrian use to private, recreational and small business equestrian use (additional information about business operation and details of flooding and parking received 25th April 2017). | |
| BAPC recommendation NO STRONG VIEWS | |
| Amended – see above | |

| | |
|--|--|
| P16/S3421/FUL 3rd amendment | |
| Halfacre, Bix RG9 6DB | |
| The demolition of the existing dwelling and redevelopment to form four (two pairs) of semi-detached dwellings. (As amended by plans received 2016_12_13 to increase garden sizes for Plot 1&2 and provide landscaping proposal). (As amended further by plans received 2017_01_17 reducing number of dwellings and altering the layout of the development) (Amended further by plans received 2017_04_13 to reduce scheme to two dwellings). | |
| BAPC recommendation ‘NO STRONG VIEWS’ | |
| SODC GRANTED | |

The Mulberry House planning application appeal has been refused.

064/17 Correspondence

Donation request from Guideposts charity. Lisbeth Thiesen would read the leaflets.

Letter of thanks from Open Spaces Society, for donation of £100.

Fly the Red Ensign for Merchant Navy Day letter for 3rd September. The members declared no interest.

065/17 Finance.

a) Cheques for payment

COMET buses quarterly (Q3) payment £134.

S137 payment limit is £3,716.87 (2017/18).

Current total spend is £339

Remaining S137 limit is £3,377.87

WEL Medical 3 replacement pairs of pads for defibrillators (sell-by date of September 2017) £110.76 (VAT £18.46)

Jane Pryce confirmed that the new pads would be placed in the defibrillators and the old ones removed, as soon as the order had arrived.

Clerks wages: £444.68 (wages £403 office rent £41.68) for June and July 2017.

Clerks expense: OALC course paid by the clerk personally £78 (VAT £13)

Total: £522.68

Centrewire £368.95 (VAT £61.49) for 2 kissing gates at Middle Assendon (Gingerbread Way). To be re-inbursed later (net £307.46) from Chiltern Society.

b) Payments received

None

Bank balance: £16,732.23

c) Audit

The internal audit has passed with no errors and is now with the BDO for the government (external) audit. The fee was £342.00 (VAT £57).

BDO had emailed some questions about the decrease in 'other payments' and (corresponding) decrease in 'other receipts'. Jane Pryce had emailed back the answers.

066/17 Village Hall Report

Inventory of kitchen equipment will be done. Any items needed will be provided.

There was a decision to put an amount aside for the project at the church to make it more useable for the general public with the provision of a kitchen and toilets. The amount decided was up to £10,000 but they want to assign the money to a specific space/equipment within this.

It was asked if there was a clearly stated written proposal for this. The legal status of the charity remit is being clarified. Kathy Doobson is project managing the church improvements. Further information will be gathered and discussed next meeting.

067/17 Footpath Report

There is no footpath report for this meeting.

068/17 Any other business

The clerk gave thanks to the parish council for her OALC course 'The Clerks Year'.

A USB stick was handed to Lisbeth Thiesen to have an off-site backup of minutes and accounts. This will be swapped at every meeting with an up-to-date second USB stick.

Jane Pryce also requested an additional agenda item should be tabled at every meeting for the 'Clerks Report'. This is so the councillors are aware of the clerks work. The members agreed.

Lisbeth Thiesen asked the clerk to send the BT adoption contract for the telephone kiosk at Bix to her.

069/17 Public Comments

A member of the public asked about the 'Old Bix Road' planning application (see above under planning) and William Murdoch explained that as the paperwork had not been received yet, there was nothing to add except about the fencing that would be used.

Next Meeting – Monday 4th September 2017 at 7.30pm

The meeting ended at 8.45 pm