

Bix and Assendon Parish Council

Clerk - Mrs. Jane Pryce, 56 Galsworthy Drive, Caversham Park Village, Reading, Berkshire RG4 6PP
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The minutes of Bix and Assendon Parish Council meeting held on 7th November 2016

Present:

Ms. L. Thiesen (LT), Mr. R. Aitken (RA), Mr. W. Murdoch (WM), Mr. M. Beesley (MB) and Mrs. I. Chantry (IC)

Also present: Cllr. D. Bartholomew (DB) and Dr. Jim McWhirter for part of the meeting.

Mrs. J. Pryce (JOP - Clerk) and 10 members of the public.

JOP handed out the maps, requested at the last meeting, showing official path numbers.

076/16 Apologies for absence

Cllr. David Nimmo-Smith emailed his apologies for non-attendance. Charles Bailey did not attend.

077/16 Members declarations of personal and prejudicial interests

None

078/16 Confirmation of the minutes of 4th September 2016

The minutes contained some errors in the minute reference numbers which were corrected and then were declared true and accurate and signed by LT.

079/16 Report from Cllr. David Bartholomew (Oxfordshire County Council)

UNITARY DEBATE

OCC is continuing to develop a model for a single unitary council with some decision making devolved to different parts of the county based on the current boundaries of the five District and City councils. There is no agreement with District Councils about this and there needs to be a lot of detailed negotiation in the weeks and months ahead.

PUBLIC HEALTH ANNUAL REPORT

The Annual Report by OCC's Director of Public Health has been published and it summarises key issues associated with the Public Health in Oxfordshire. It includes details of progress over the past year as well as information on future work. It is an independent report for all organisations and individuals. The report covers the following areas: Chapter 1, The Demographic Challenge; Chapter 2, Building Healthy Communities; Chapter 3, Breaking the Cycle of Disadvantage; Chapter 4, Lifestyles and Preventing Disease Before it Starts; Chapter 5, Mental Health; Chapter 6, Fighting Killer Diseases. The report can be found by following the link: <http://ow.ly/Fsok305C9RS>

DB felt this was a very interesting report and recommended it.

SECURING THE FUTURE FOR OXFORDSHIRE'S DAYTIME SUPPORT SERVICES

OCC is proposing a new daytime support system that will enable older people and people with disabilities to live independently in their community. The new proposals include a guaranteed core service for people who require daytime support, alongside financial support to enable community-based services to

continue to flourish. People with assessed needs who receive help from OCC's adult social services would continue to receive support under a new proposed structure for daytime support in the county. The council values day time support services run by volunteers and will continue to support these services while encouraging new community initiatives to be launched. Three-quarters of all community-based services do not receive funding from OCC so would be unaffected by the changes. OCC has listened to more than 600 people who use services and carers to understand their priorities and develop a new approach. More details can be found here: <http://news.oxfordshire.gov.uk/dayservices/>

APPLY ONLINE FOR PRIMARY AND SECONDARY SCHOOL PLACES

Applications for children due to start primary or secondary school in September 2017 can now be made online. Families with children born between 1 September 2012 and 31 August 2013 are urged to visit the primary school admissions pages on OCC's website to find out how to apply for places for next year. Applications for primary or junior schools also need to be made for children currently attending an infant school who were born between 1 September 2009 and 31 August 2010. Families with children due to move up to secondary school next September should visit the secondary school admissions pages. (There is also information for anyone interested in applying for a Year 10 transfer to a [University Technical College \(UTC\)](#) or [Studio School](#).) When applying parents are strongly advised to state three preferences and include their catchment school as one of these – even if it is their third preference school. This does not in any way affect families' chances of securing a place at their first-preference school. OCC still accepts postal applications but recommends families apply online where possible, as this helps speed up the applications process. It also means families receive an automatic response confirming their application has been received and can be quickly notified if further information is needed.

SPECIFIC REPORT FOR BIX & ASSENDON

ACCIDENTS ON A4130 BETWEEN BIX AND NETTLEBED

Cllr Beesley contacted me with regard to the number of accidents that seem to occur along A4130 between Bix and Nettlebed. He observed that aside from drivers hitting deer at dawn and dusk, most of the accidents seem to occur roughly as the Bix & Assendon Parish borders into Nettlebed and asked if OCC would consider some extra signage to slow drivers down around this particular bend, or at least warn them of the bend via the placement of additional black and white chevrons. I arranged for officers to investigate the matter. One officer conducted desk research and advised that a check of the long-term accident record showed that specific site factors had not been contributory (indeed two of the three accidents in the past five years have driver impairment / injudicious actions as the prime causation factors). A second officer subsequently made a site visit and judged that the severity of the bend does not warrant warning signs. In view of this - and bearing in mind the severe budget pressures - OCC will be unable to undertake any works here. I could ask for this to be re-assessed if the PC was prepared to fund any works.

DB was thanked for this his attention to this matter.

JOINT MEETING OF PARISHES IN MY DIVISION

I am attempting to arrange a joint meeting between the Chairman and Planning leads of the nine parishes in my Division to discuss:

- challenges to the Local Plan and Neighbourhood Plan;
- the Third Reading Bridge.

I will be in contact about this in the near future.

080/16 Report from Cllr. David Nimmo-Smith (South Oxfordshire District Council)

Please find attached SODC report to these minutes.

LT requested that the minutes should have a link put out on BAG email to the Bix & Assendon Grapevine website.

Potholes were complained about in Rectory and White Lane. The Fix my Street website had been used and no action had been taken. RA resolved to inform DB and DNS of this.

081/16 COMET bus service

Jim McWhirter has started booking a fortnightly service using OCC COMET buses to create a weekly service when combined with the Henley Handybus. The COMET buses similarly, would be for elderly residents, and a priority would be given to handicapped, without access to suitable public transport. This a door to door service and help is given (if needed) for shopping carried to the door. Funding for this service was £134 per quarter, payment starting January 2017. There is still a need for addresses for Bix residents.

The bus has a tail lift for wheelchair bound residents and the drivers are trained to help.

A poster and an article in the Link was requested for the Bix Church noticeboard. JOP will create one.

JOP agreed to handle information distribution in Jim's absence.

The members agreed to fund this useful service.

082/16 Broadband & Website

The meeting was informed by LT that there is an additional item of the parish website to this agenda item.

Broadband - MB reported that there was no update since last time. The installation of new BT cabinet is still going to be installed at Bix at some point in the future.

Chris Chantry and MB answered some questions about the signal strength that may occur once the cabinet is installed and switched on.

The Bix & Assendon Parish Website needs a whole new website to cope with the new Transparent Code that was discussed at the last meeting. Disaster recovery was discussed. One/one and a half days was thought needed to re-write the website. Chris thought it would better to have a hosting domain rather than a laptop which is used at present. This would also make it easier for a second person to step in as backup.

MB suggested that it was a good idea to have some more features added at the same time. Chris stated that the website is little accessed but the Transparency Code documents and a page of links to other websites (eg. Fix my Street) could be incorporated.

No funding/grants are available as this work is not a new website but a replacement.

The new website would make changes easier, display enhancement to mobiles and tablets will be included plus access by a second nominated person would be possible.

Agreed by the parish council to fund Chris's work on this. Exact costs are still to be given but likely not to excessive. This item will be added to the budget.

083/16 Fairmile cemetery

The issue of parity with Henley for burial costs are going to be presented again to the Henley Town council. At present the charges are triple for Bix & Assendon parishioners even though the cemetery is in the parish boundary. As the statutory time has passed to re-submit this issue, it was agreed to pursue this. RA agreed to contact DNS to ask this to be put forward again.

084/16 Signage on A4130

As the additional information provided by DB (see above) it was agreed by the members not take any further action.

085/16 Allotment Report

Trailer load of manure available (and delivered) if parish council donate £100 to the church. The members declined this. JOP resolved to contact the allotment holders for them to take up the offer.

Water butt project complete and working.

086/16 Planning

a) Applications received

The following planning application has been received:

Reference	Date Registered
Location/Description	Target Decision date
P16/S3650/LB Bix Bottom Farm, Road Running North From Bix Bottom Farm to Valley Farm, Bix RG9 6BH Extension to listed main farmhouse and alterations. Conversion of garage to playroom/office. Conversion of stable to dwelling. Conversion of house to holiday let. Replacement Pigsty building with pool changing room. 2 new shepherd huts and tool shed. PAPERWORK PLANS NOT RECEIVED YET	3 November 2016 29 December 2016
P16/S3649/FUL Bix Bottom Farm, Bix RG9 6BH Extension to listed main farmhouse and alterations. Conversion of garage to playroom/office. Conversion of stable to dwelling. Conversion of house to holiday let. Replacement Pigsty building with pool changing room. 2 new shepherd huts and tool shed. PAPERWORK PLANS NOT RECEIVED YET	3 November 2016 29 December 2016

P16/S3555/FUL 25 October 2016
 20 December 2016
 Leys Stable Cottage, Old Bix Road, Bix RG9 6BY
 Variation of condition 2 and 5 of planning permission P14/S4069/FUL to replace approved plans and for the insertion of a clear glazed first floor window in north or south elevation, Variation of condition 2 of planning permission P14/S1529/FUL Demolition of existing dwelling and erection of a replacement 4 bed dwelling with integral double garage and associated amenity space provision.(As amended by drawings 13 357 03C and 13 357 13 to reduce the width of the garage and revise the roof design of the proposed dwelling).
 BAPC response by 17 November 2016

.....
P16/S3421/FUL 21 October 2016
 25 November 2016
 Halfacre, Bix RG9 6DB
 The demolition of the existing dwelling and redevelopment to form four (two pairs) of semi-detached dwellings.
 BAPC response by 17 November 2016

The agent for this development is Roger Turnbull and gave a statement about this. This site is deemed 'infill'. One pair (2-bed) would be smaller and more affordable. The access would be protected from Henley by the hatched area in the centre of the road.
 JOP had had complaints about the hedge in front and requested it be trimmed back. The applicant is Mike Moss.

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P16/S3456/DIS 19 October 2016
 Walnut Cottage, Section of B480, Through Middle Assendon,
 Middle Assendon RG9 6AX
 Erection of new 4-bedroom dwelling with attached garage. Demolition of existing garage & office and erection of replacement garage to existing dwelling.
 P16/S0749/FUL Conditions(s) 3 - material samples, 11 - surface water drainage, 13 - foul drainage & 14 – landscaping
 For information only

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P16/S3376/FUL 12 October 2016
 Merrimoles Farm, Bix
 Proposed redevelopment of dairy unit, including upgrading of drainage arrangements and reclamation of obsolete slurry lagoons.
 APPLICATION WITHDRAWN

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 RA informed the council that the Smith's Centre change from business to residential was going ahead as change of use. This bypasses the usual planning process.

Fawley Fields development work has large vehicles using Dobson Lane. There have been two complaints about this with some damage. The other access to the site has proved impossible.

b) BAPC Recommendations

P16/S3240/HH 29 September 2016
 24 November 2016
 Chalk Hill, White Lane, Middle Assendon RG9 6BD
 Single storey extension, form new front door entrance, paint existing house, new windows and roof tiles, relocate existing drive, conversion of existing garage to garden room and new double garage.
 BAPC 'NO STRONG VIEWS' 27 October 2016

.....
P16/S2893/HH 28 September 2016
 23 November 2016
 Old Chilterns, Lower Assendon RG9 6AN
 Re-build of a double garage next to the house. The double garage will be a single storey detached building, oak-framed with tiled roof.
 BAPC 'NO STRONG VIEWS' 20 October 2016

.....
P16/S2549/FUL 28 Sept 2016
 30 November 2016
 Spring Cottage, Lower Assendon Oxon RG9 6AH
 Demolition of existing house and replacement with new house
 BAPC – NO STRONG VIEWS 25 August 2016

WM - The planning application for this house has reduced in size from last application.

P16/S2166/HH

28th June 2016

Beech House, White Lane, Middle Assendon RG9 6BD

23 August 2016

Two storey rear and side extensions and internal alterations to include new basement and double garage

BAPC – NO STRONG VIEWS 23rd July 2016 and again 27 October 2016 for amendment

With reduction in size.

SODC – under consideration - target – now 11 November 2016

WM - Other planning matters

P15/S4357 - Orchard House, Bix

The dispute with Highways over access seems to have been resolved.

Target decision date 17 February 2017

Respective planning applications were asked about and WM confirmed that enforcement was informed about this regularly.

c) SODC Decisions

P16/S3164/HH

21 September 2016

11 Mill Close, Middle Assendon RG9 6BA

16 November 2016

Removal of existing garage, proposed two storey side extension and single storey rear extension.

Proposed remodelling and enlargement of front driveway with retaining wall and stepped access.

BAPC response 'NO STRONG VIEWS'

SODC granted 3 November 2016

P16/S2778/HH

15 August 2016

Hill View, Middle Assendon RG9 6AX

10 Oct 2016

Erection of dormer windows to front and rear roof slopes.

BAPC – NO STRONG VIEWS 26 August 2016

SODC GRANTED 4.10.16

P16/S2876/HH

22 August 2016

Poplars, Middle Assendon RG9 6AX

17 Oct 2016

Changes to planning permission P11/E1062/EX for the extension of a garage extension and out-building.

Reduction of the footprint and addition of a pitched roof to the outbuilding.

SODC Granted 17 October 2016

P16/S2918FUL

Land at Bix Hill, Bix RG9 6BY

Construct a new dwelling

BAPC should be refused

SODC REFUSED 18 October 2016

JOP informed the members that the CPRE (Campaign to Protect Rural England) had put in an objection to this and wondered who had instigated it. None of the members knew of this and asked the letter been copied to them which the clerk confirmed she would.

087/16 Correspondence

The Open Spaces Society, Sue Ryder, Thames Valley Air Ambulance and Henley Citizens Advice expressed their thanks for the donations from the Bix & Assendon Parish Council.

088/16 Finance.

a) Donations/Subscriptions

Nettlebed & District Commons Conservators donation of £100, although in the budget, had been put aside to consider, from last meeting. This was now agreed and a cheque was raised.

b) Cheques for payment

Wages and office rent for clerk – Wages £806.00 (plus mistake for last 4 months only calculating for one month (an extra 2 months wages added) and office rent £41.68 for months October and November. Chiltern Society maps £19.45. Paint for village gates £22.43 (VAT £3.74) and 6 water butt connections = £8.11 (VAT £1.62) total £9.73. Cheque total £899.29

Expenses for website and BAG to Chris Chantry £142.80

Work on website from CRC Associates £200.00

c) Payments received

£36 repay of duplicate payment for CPRE subscription.

Bank balance £15,130.65

d) External audit report

The parish council external audit was passed with the following issues:

1. Section 2 of the annual return does not add up by £1.
2. The 'No' answer to Trust Funds should have been marked in the 'No' Box as n/a not a tick.

Because expenditure was over £10,000 (was £10,197), an audit fee was charged of £120 (VAT £20). This is usually free.

089/16 Village Hall Report

LB was unable to attend the last meeting and a link to the minutes for the Village Hall previous meeting would be put on website.

Montessori School Report:

Numbers at the nursery this September are the highest they have been. All running smoothly. The Forest school is growing back again after the recent tree cutting by SSE.

Chairman's Report: The Licence to Occupy contract for the Montessori was renewed for a further 5 years from 1st September 2016 to 31st August 2021. The fee charge will be reviewed in May 2017 and the intention is to increase the fees slightly as there hadn't been an increase for 3 years.

Bookings Reports: The bookings continue to be buoyant. The Chair reiterated she had taken over the running of the booking system from Hannah Burfitt as of 1st September. The VH Chair thanked Chris Chantry for his support on the website.

Lewis Every had agreed to take over the maintenance, he is local and very keen to work with us.

Treasurer's Report: Discussions took place as to how the committee could contribute to community projects. An idea was agreed to donate a sum of money, amount to be agreed, to the building of the new community facilities in St. James' church. The refurbishments were a new toilet and kitchen facilities to enable community events to be held in the church.

Social Activities: Options were discussed as to holding a social event in the hall for the community. Although the Children's Christmas party last year was a success it was agreed, as the number of children attending was so small, it would not be repeated this year. Carol singing in the community was planned along with a wine tasting event, Harvest Supper for next year 2017. These ideas to be discussed at the November meeting.

The next meeting to be held on Tuesday 15th November.

Thanks was given to Stephanie Tomlin (chairman of the village hall committee) for all her work as booking secretary and as chair.

Chris was requested to put the village hall meeting minutes on the Bix & Assendon website and BAG a link to them.

090/16 Footpath Report

None

Lambridge woods – JOP resolved to check, photo and distribute to members the notice that a parishioner voiced concerns about notices regarding closure of footpaths.

091/16 Beating the Bounds and autumn village clean

This item was shelved due to time constraints.

092/16 Risk Assessment – External Structures Log

The Inspection log sheet for the external structures was handed to IC to start the process.

093/16 Meeting dates 2017

Dates for 2017 are 16th January, 6th March, 8th May, 3rd July, 4th September and 6th November. JOP to distribute.

094/16 Any other business

John Hopkins apologised for the delay in the installation of the interpretation board on the history of the old Bix church ruins, for which the parish council donated.

The clerk requested that councillors consider projects for the next financial year as precept request would need to be signed off at the January meeting. Village gates for Bix have been proposed (by MB) and will be put forward for the next budget.

JOP confirmed that the first coat of paint had been applied to Lower Assendon village gates. A second coat was not applied due to the paint running out. The members gave thanks to the clerk for this.

PCSO Janice Smith and JOP will be security marking all the defibrillators and bench on 9th November. PA system was requested to be marked too.

Mobile phone coverage was mentioned as being poor and Vodafone was recommended.

Go Active grants from SODC was mentioned as a trainer had been assigned to Bix & Assendon for this and numbers of 60+ parishioners were needed to be sought to qualify. There had been attempts at contacting the trainer but this had proved, at present, to be unsuccessful. The proposal is on-going. The parish council supports this and will help where they can. JOP and WM resolved to liaise with Tricia Chapman about this with the fitness trainer assigned. It was decided once more information was available that BAG would be used to get numbers.

Time set aside for the Public

Next Meeting – Monday 16th January 2016 at 7.30pm

The meeting ended at 9.30 pm