

**BIX AND ASSENDON
PARISH COUNCIL MEETING
7TH SEPTEMBER 2020**

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 7th September 2020
7.30pm via Zoom**

Parish Councillors present:

Mrs. Ina Chantry (chairman), Mr. William Murdoch (vice-chairman) and Ms. Lisbeth Thiesen

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

072/20 Apologies for absence

None

073/20 Members declarations of personal and prejudicial interests

None

074/20 Confirmation of the minutes on the 6th July 2020

The minutes were signed and agreed as true and accurate record of the meetings by the chairman. These will be scanned and forwarded by email to the clerk.

It was asked how Mr. F. van Mierlo would like to be addressed in the minutes.

It was asked that ‘Matters arising from the minutes’ be added to the agenda. This was agreed.

075/20 OCC Report from Cllr. D. Bartholomew (DB)

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

SPECIFIC REPORT FOR BIX & ASSENDON

OLD CYCLE PATH AT BIX

Sadly, this proposal did not find its way into the Tranche 2 funding bid. The parameters around the bid were very prescriptive and focused more on new and shovel-ready initiatives rather than maintenance or up-grades. OCC is maintaining a list of all the proposals received and it is likely that further funding will be released by Government over the coming year or so, though timing and parameters are not known at this stage.

There is no intention of removing parish councils. The utility debate for merging District councils into County is still on going.

Potholes – if marked and then within 28 days not done, please email the FMS numbers to DB.

076/20 SODC Report

The full report can be found on-line on the website.

The response to RBC Transport Strategy from County, District and parish councils had been roughly the same. Rejecting the proposals as having a negative impact in regards to the environment/climate emergency.

It was requested that a response to the White Paper for planning be submitted.

077/20 Clerk's Report

The Internal audit was prepared, delivered to auditor, interviewed about details on pick up. Submitted to Moore Stevens (External auditor). See below.

Various wildlife surveys carried out at ex-dump site. See below.

FMS for tree at ex-dump site leaning into road was reported. Is this fixed now? It was confirmed it was.

Meeting with candidates for the councillor role. To give idea of roles and answer questions with Ina.

078/20 Casual Vacancy for councillors

Fredrick van Mierlo was proposed by IC and seconded by LT

Councillor email addresses will be created for FvM and WM.

The Declaration of Acceptance of Office would be emailed to the new councillors with the Register of Members' Interests. These were asked to be signed and scanned back to the clerk to be signed and registered with The Elections Department at District.

Model Standing Orders and Code of Conduct would also be forwarded once the above paperwork is received.

There is a course 'Roles and Responsibilities for new councillors and clerks' available on the 23rd September 10.30am (5 places left) and 7th November 10.30am (7 spaces left) via Zoom.

Item added due to time constraints

The excessive speed and noise of motorcycles along the dual carriageway had been a subject discussed with other parishes along the route. Henley Town Council and Crowmarsh Gifford had responded (and itself in talks with Benson) about this and will be an agenda item. Feedback/ideas would be forwarded.

A list of traffic calming measures will be forwarded to OCC Highways to ascertain their cost and effectiveness.

Traffic calming vote was moved forward due to FvM leaving the meeting shortly. 2 VAS signs to be installed at Bix and Middle Assendon. Vote was 3-1 for. The clerk will inform highways.

079/20 Planning

William Murdoch

a) Applications Received

P20/S2753/HH

Holly Cottage, Old Bix Road, Bix RG9 6BY
Alterations and single storey side extension.
BAPC Response - Supports
Response required by 11.9.2020

P20/S2978/HH

Little Pightle, Bix RG9 6BY
Artist's studio & pool room
BAPC Response required by 20.9.2020

b) BAPC Recommendations

P20/S2734/HH

Crossleys, Old Bix Road, Bix RG9 6BY
Single storey rear extension
BAPC Response – Supports
Target Decision Date 22nd September 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

c) SODC Decisions

P20/S1923/HH

Henley Cottage, Lower Assendon RG9 6AH
Erection of an outbuilding
BAPC response: Supports
SODC GRANTED

P20/S0967/HH

Benwells Farmhouse, Bix
Proposed alterations and extensions to existing private dwelling
SODC approved

P20/S1494/FUL

Halfacre, Bix RG9 6DB

Variation of Condition 1 of P20/S0170/FUL for amended plans to entrance gates.

Variation of condition 1 - Approved Plans of application P19/S0284/FUL to omit the walls that surround the cart shed. Variation of condition 2 (approved plans) of planning permission P18/S2039/FUL to provide a larger garage building and amended parking area.

SODC APPROVED

P20/S1418/HH

Tanglewood, Henley Park, Fawley RG9 6HY

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

BAPC response: Supports

SODC GRANTED

P20/S1435/FUL

Land at Leys Cottage, Old Bix Road, Bix RG9 6BY

Proposed erection of a new hay barn and equipment barn in connection with existing equestrian use of land.

BAPC response: Supports

SODC GRANTED

080/20 Government White Paper on planning reform

A response will be formulated from the council as advised above. William Murdoch has read a lot of the paperwork and pointed out it lacked detail and specific information.

081/20 Response to Reading BC Transport Strategy 2036

The Kidmore End response was seen as excellent and the parish supports this.

082/20 Henley Town Council proposal for ban 7.5-ton vehicles

The clarification of where the ban was happening would help and we support it but more information is in the HTC meeting minutes on the 17th August. Does it include the Reading Road and how it would be implemented effectively were raised as issues to be resolved?

083/20 Ex-Dump Site re. surveys

Three surveys have been carried out: Moth/butterfly/mammal/insect and all found very rare species. These have been logged on the 'i-record' database.

Many thanks for the surveyors for giving up their time to do this.

It was suggested that university students might be involved as part of their studies. This was agreed.

084/20 Correspondence

Oxfordshire Association for the Blind confirmed they did support 2 people in the parish with visual impairment. A donation of £100 was agreed.

085/20 Allotment Report

Jane Pryce

Nearly all the allotments were in productive condition and a credit to their tenants.

086/20 Finance

a) Cheques for payment

Nettlebed & District Commons Conservators £100.00

Open Spaces £45.00

Bix Parochial Church Council £500.00

Chiltern Conservation Board £50.00

Sue Ryder £100.00

Air Ambulance £100.00

Jane Pryce wages/rent £455.00 plus Jefferies Accountancy Services Ltd £357 (VAT £59.50)
+ £160 Paul Wyatt for grass cutting (2nd cut). Cheque total £972.00

b) Payments received

Interest £1.62

Bank balance £11,425.28

The bank mandate has been accepted and Ina Chantry is now a signatory and Lisbeth Thiesen's signature updated.

The internal audit 2019/20 passed but out by 8p. This is being tracked down but seems to be an annual cheque cashed too early and confused with the current one. A couple of recommendations were made, by the auditors, to the payments sheet (add a column to list the numbered invoices) and the Risk Register additions to put at the bottom or highlighted in blue. The CIL payments paperwork was inadequate. CIL payments sometimes have no paperwork and the money suddenly appears in bank account. It was decided to contact CIL department if a payment was received to ask for a breakdown so accounts can be justified.

As Lisbeth Thiesen has resigned as councillor, the bank signatory for the account will be deleted.

A resolution for the next meeting was to vote that SODC hold on to CIL payments until needed for mitigation payments.

087/20 Footpath Report

Jane Aitken

No report for this meeting.

SCPMV team have worked on 2nd Sept Wed on 2 gates repairs on path Bix 7 (Bix Bottom)

088/20 Village Hall report

Jackie Walker

Start of school term was 2nd September. There will be no additional hiring of the hall in the meantime. Some maintenance has been carried out.

Solar panels? The roof of the hall is being looked into to check for this.

090/20 Any other business

Spring clean 2021 – a skip might be an idea (discuss in November meeting).

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External structures inspection log. The Inspection log will be scanned to councillors for new allocation of assets as previous assets allocated have changed.

091/20 Public Comments

None

Next Meeting – Monday 2nd November 2020 at 7.30pm.

The meeting ended at 8.50pm

DRAFT