

BIX AND ASSENDON ANNUAL PARISH MEETING
11TH MAY 2023

Annual Parish Meeting – 11th May 2022, 7.30pm

Attendees:

Mrs. Ina Chantry (Chair), Mr William Murdoch (Vice Chair), OCC Councillor David Bartholomew, SODC Councillor Jo Robb, Karen Wheeler (Clerk), Jackie Walker – Chair of Village Hall, Richard Tomlins HMC – 3 members of the public.

1. APOLOGIES

Gary Hall – Common holder

2. CONFIRMATION OF THE MINUTES FROM 9th May 2022

The minutes were agreed to be an accurate and true record and were signed by the Chair.

3. CHAIRS ANNUAL REPORT 2022/23

This year has seen two celebrations held in very different styles one for the Platinum Jubilee of Queen Elizabeth II and the second for the Coronation of King Charles III. The first saw the three villages coming together for a single celebration, this was appreciated and enjoyed by all who attended. The coronation was only last week and each village held their own event. The pop-up pub at the village hall was attended by a large number of people and it was lovely to see both a large number of people I recognized and even more who I did not know. The weather was, to put it mildly, variable, but hopefully everybody who attended any event enjoyed themselves.

Planning, which will be covered in more detail by Bill has involved the parish council in two consultations, one the development of Fairmile was held at the village hall on one of the hottest evenings of the year. Bill and I attended Henley on Thames Town Council Meeting where the application was discussed. The second consultation was for the old nursery site in Lower Assendon.

The litter sweep saw a number of residents turn out to tidy their villages and I would like to thank them for their efforts. It makes a noticeable difference to our parish. Areas of concern remain the level of litter on the dual carriageway and how much litter is clearly thrown by passing road users.

During the year the parish council held its own consultation on a mowing policy. It was agreed to have two cuts a year with the edges of the triangles cut back to ensure visibility for all road users. Residents feedback was very useful in determining a policy, which tried to take into account the views of the majority.

Bix and Assendon is on the list for 20mph zones, the areas still have to be identified and this will become clearer once OCC has conducted traffic surveys and identified the appropriate areas, we do not know the criteria and so it would be irresponsible to guess.

I would like to thank our OCC and SODC councillors who have supported us through their attendance at meetings and for following up on any issues raised. I would also like to thank Karen Wheeler our parish clerk who is incredibly efficient and covers an awful lot of ground in a tiny amount of time. Finally, I would like to thank the parish councillors, we are all volunteers and while the hours are not onerous, they show a commitment to supporting their community at the first tier of local government and without them the villages could look very different as it is their input that can have an influence with planners, organizes litter-picks and village events.

In the recent elections the parish council as it now sits in front of you was returned unopposed. However, the need to find new councilors is important and it would be good to

BIX AND ASSENDON ANNUAL PARISH MEETING
11TH MAY 2023

see new volunteers come forward, particularly younger representatives as this would bring a different view point to meetings.

I will not be remaining as chairman we are moving in the next couple of months, but it has been a lovely time as chair and I would like to thank everybody who has supported me in that role.

4. OXFORDSHIRE COUNCIL COUNCILLOR'S ANNUAL AND GENERAL REPORT

Please see separate file

5. SOUTH OXFORDSHIRE DISTRICT COUNCILLOR'S ANNUAL AND GENERAL REPORT

Please see separate file

6. HENLEY MUNICIPAL CHARITIES ANNUAL REPORT

Henley Municipal Charities 2022-2023

Henley Municipal Charities (HMC) comprises the following individual charities, The Almshouse Charity, The Relief in Need Charity, The Educational Charity, The Bridge Charity and the Church Charity which are managed on a unified basis and governed by a scheme dated 1984. The first three charities offer assistance to people living in the areas of benefit by way of almshouses and grant allocations

The management of the HMC is the responsibility of the trustees, who are 13 in number and include 2 Ex-officio trustees (the Mayor of Henley on Thames and the Rector of St Mary the Virgin Church, Henley on Thames) 3 Nominative trustees one from each of the Parish Councils of Bix and Assendon, and Rotherfield Greys and from the Town Council of Henley on Thames, and 8 Co-opted trustees.

The day to day running of the HMC is carried out by the clerk who liaises with the chairman, treasurer and committees of trustees who oversee particular areas of activity i.e., grant applications from educational establishments, planning issues, property development. Now that Covid19 restrictions have been lifted the Trustees have resumed their monthly group meetings and monthly meetings with all the residents have also been resumed.

Commercial rents are received from 8 properties in Henley on Thames and the income received is applied to meet the objectives of each of the named charities.

The areas of benefit for the HMC are the parishes of Bix, Rotherfield Greys and the Town of Henley on Thames.

Almshouses - The HMC is responsible for the administration of 23 almshouses (11 for double occupancy and 12 single) which are situated in Church Avenue, Western Close and Vicarage Road, Henley on Thames. At this time there are two vacant properties which will be filled shortly. Currently there are 25 residents. Regular property maintenance of the alms-houses and in particular the replacement of windows in Western Avenue and general repairs to the commercial properties have been the major activities this year

Grants were made to Gillots, Badgemore, Valley Road, Nettlebed and Trinity schools, the Henley 60+ and Henley Lions clubs, the Henley Youth Festival as well as Christmas grants to alms house residents. The Church Charity gave its annual grant for the update and repairs to the Church Wardens of St Mary the Virgin Church.

BIX AND ASSENDON ANNUAL PARISH MEETING
11TH MAY 2023

Dr Richard Tomlins May 2023

7. VILLAGE HALL ANNUAL REPORT

Jackie obtain

8. ST. JAMES CHURCH ANNUAL REPORT

St James Church 2022 / 23

The Community Hub construction started in November 2021. At the end of 2022, the exterior of the extension was substantially complete. The kitchen and WC are both installed. Project completion has been much slower than the PCC would like. External building work stopped for the winter. We have been waiting for Thames Water for over five months! The gas tank finally arrived in late April and the central heating is being installed in May. This leaves the re-ordering of the inside of the Church. We hope to be finished in time for the fete on 15th July. We very much hope that the local community will make good use of the new facility once completed.

Mark Ainsworth continues as the Priest in Charge for Bix and four other local Churches. Our benefice is supposed to have the additional assistance of a part time vicar, but unfortunately this post has been vacant for some time. Sadly, even with the enthusiastic contributions of members of the parish, we are only able to have between two and three services per month. As ever, the Church remains ready to meet community needs in celebrating major festivals as well as baptisms, weddings and funerals.

Church members are active with other members of the community in arranging plant sales; pop up pubs; coronation lunches; village fetes / dog shows and fun wine tastings. We have also planted a wild flower "meadow" at the ruined Church.

9. ALLOTMENT ANNUAL REPORT

Trespasses early in the year with motorised vehicles and a hunt also went across the allotment causing damage. A vacant lot is available for residents and the agreement with SODC remains outstanding.

10. WEBSITE AND COMMS ANNUAL REPORT

Ina/Chris to add

11. PARISH ROADS ANNUAL REPORT

Potholes and general repair of the roads remain an issue. 20mph application is in and scheduled for Phase 3 summer 24-summer 25.

12. COMMON HOLDERS ANNUAL REPORT

1.The actions taken to avoid joy riders on the Common Field have proved largely successful.
2.The plan for the positioning for the village orchard is the ground behind the village hall between the car park and the conifers on the boundary with the church. The conifers will need to be loped or felled (or a combination of both) in order to give better sunlight to the orchard. Planting is scheduled for November or December this year.

13. CHILTERN SOCIETY ANNUAL REPORT

Formal report unavailable however, the paths are being walked regularly and issues are raised with the Chiltern Society who contact land owners when necessary.

BIX AND ASSENDON ANNUAL PARISH MEETING
11TH MAY 2023

14. OPEN FORUM

No items raised

Meeting closed at 8.04pm

BIX AND ASSENDON ANNUAL COUNCIL PARISH MEETING
11TH MAY 2023

Annual Parish Council Meeting - held on 11th May 2023 at Bix Village Hall.

Attendees:

Mrs. Ina Chantry (Chair), Cllr Karen Duthie, OCC Councillor David Bartholomew, Karen Wheeler (Clerk), SODC Councillor Jo Robb, Mr William Murdoch (Vice Chair), Jackie Walker Village Hall, 4 x members of the public.

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 problem

1. Apologies for absence

Councillor Jeremy Montagu Williams,

2. Member's declarations of personal and prejudicial interests

None

3. Confirmation of the minutes on 10th January 2023, 6th March 2023

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

4. Election of office

- a. Election of Chair to Bix and Assendon Parish council – Cllr Ina Chantry - proposed by Cllr Karen Duthie and seconded by Cllr William Murdoch
- b. Election of Vice Chair to Bix and Assendon Parish council Cllr William Murdoch– Proposed by Cllr Ina Chantry and seconded by Cllr Karen Duthie
- c. Co-option of Robin Borton as a Councillor to Bix and Assendon Parish Council – proposed by Cllr Ina Chantry and seconded by Cllr William Murdoch

5. Matters arising from the minutes

Spring litter pick – 12th March 2023, 10am-11.30am. Good turn out from Bix and all other villages contributed well. Noted not for a Sunday in the future.

Notice boards – Grant funds received £1,200. Noticeboard ordered and to be delivered in the next few days.

Grass cutting – Land ownership –Clerk to seek clarification on ownership of land to be established in a number of areas. Initial focus should be on the triangle at the Fairmile. Clerk to follow up with Cllr Bartholomew also why Bix bottom triangle seems to be maintained by OCC but not other areas.

20mph zone – application submitted ref: 2993 9834 0756 2431 – Showing as Phase 3 Summer 2024-summer 2025.

<https://www.oxfordshire.gov.uk/residents/roads-and-transport/traffic/20mph-scheme/20-limit-project-progress>

BIX AND ASSENDON ANNUAL COUNCIL PARISH MEETING
11TH MAY 2023

Grant policy – BAG sent – two applications have been made by CleanSlate and Comet Bus (see 16e). Not quorate so will be reviewed at the next meeting.

6. OCC Report – Cllr David Bartholomew

See separate document.

7. SODC Report

See separate document.

8. Public comments/questions

OCC Highways visited the site of a recent accident at the top of the Bix by pass as you enter the woods. OCC deemed signage relating to the deer sufficient but that it did need cleaning which has now been completed.

9. Chairs Report

No further items to add to the annual report outside of the very successful and inclusive Coronation event – thank you to those that organised and attended.

10. Planning

Cllr, William Murdoch

Received NEW

P23/S1196/HH

Foxhill Meadow Bix RG9 6DE

Proposed garden room.

Target decision 7th June 2023

P23/S1246/S73

Mayflower Cottage Lower Assendon

Variation of Condition 2 (approved plans) on application ref P21/S4769/HH to increase depth of rear two storey extension by 1 metre. (Two storey rear extension, single storey front extension with open porch)

Target decision 19th May 2023

Decisions received

P23/S1320/T28

Great Hill Barn Great Hill near Lower Assendon RG9 6AN

The installation of three antenna on new support poles, the installation of two dishes, a 6130 cabinet, a GPS and the installation of ancillary equipment.

Not subject to public consultation

P22/ S0852/HH

The Fables Bix

Proposed erection of a garage and car port with storage area, and erection of a front porch to the existing house. This application follows lapsed permission granted in 2018 (P18/S0480/HH). Amendment received 22nd March 2023.

SODC Granted

Applications Awaiting SODC decision

BIX AND ASSENDON ANNUAL COUNCIL PARISH MEETING
11TH MAY 2023

P23/S0450/FUL

Former Orchard Dene Nurseries Lower Assendon RG9 6AG

Erection of two detached dwellings including garages, with associated car parking, landscaping and associated works, together with new pedestrian access onto Old Bix Road following demolition of existing structures (additional SAP calculations received 23rd February 2023).

Target decision 3rd April 2023

P22/S3033/FUL,

The Smith Centre Fairmile Henley-on-Thames

Demolition of the existing office floorspace and construction of an Extra care residential development (C2 Class Use) together with ancillary amenity spaces, landscaping, car and cycle parking and associated plant.

Considerable comments received by SODC and both Bix and Assendon Parish Council and Henley Town Council have raised concerns and recommended refusal – Further Amendments (no. 2, 3 and 4) 2023 Target decision 17th April 23

Concerns were raised about a development of a wooden structure along Old Bix Road.

11. Village Hall report

Budget has needed to be increased for Coronation celebration and increased cost of electric. The rear doors still appear to be causing an issue. Car park needs repair. Next meeting 6th June where the future AGM date will be set. Sept 19th and Dec 5th.

12. HTC liaison report

No update – removal from the agenda going forward due to no ongoing representation.

13. Allotment report

Vacant allotment – advert sent but no response received.

14. Footpath report

No report received

15. Fix my street

A number of standard FMS open mainly relating to potholes and condition of road. Works planned for mid-May and June for drainage.

16. Correspondence

Telephone box

Parking on verges

17. Finance

- a. **Payments** – Clerk salary £352.63 per month. £36.08 ink, £3.85 parking expense, Insurance renewal £423.86, Noticeboard £983.16, Audit £399, P Wyatt £25 allotment fix.
- b. **Income received** – £11.69 bank Interest, £9 & £18 allotments, £1200 noticeboard grant, £4100 precept
- c. **Bank balance:** Parish Council £13,320.13 at 28.04.2023
- d. **CIL** - £3850 within balance above, additional £10,464 being held by SODC.

BIX AND ASSENDON ANNUAL COUNCIL PARISH MEETING
11TH MAY 2023

- e. **Accounts for the year 2022/23** – these were approved and relevant forms signed for publishing on the parish website including AGAR exemption
- f. **Keith Jefferies approved as auditor for next year.**
- g. **Approve management of Website and email services** – due to IT contact move this needs to be discussed and out on next agenda.
- h. **Donation requests** – approved Clean Slate £100 and maximum of £300 to the Comet Bus with adverts on the services to be sent on the BAG.

18. Any other business

Next meeting 10th July 2023

Ina Chantry confirmed that she will be moving out of the parish and therefore at some point during 2023 will need to stand down from the position of Chair.

The meeting ended at 9.15pm