

BIX AND ASSENDON PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on Monday 12th January 2026

at Bix 7.30pm - Village Hall

Present: Cllrs K Duthie (Chair), R Borton, P Bradford, J Montagu-Williams
Cllr. Ben Higgins– County Councillor

Apologies noted: Clerk – Denise Corney; Cllr. J Robb- District Councillor.

Notes taken by Cllr Bradford due to Clerk’s absence.

The meeting opened at 7.30pm

	Public Participation – 20 Minutes	ACTION													
	Kevin Duthie to supply cost to purchasing speed watch signs Litter picking to be held on 15/03/26.....village hall 10am														
1.	Welcome, Apologies and Quorate The Chair welcomed all to the meeting. Apologies were noted. The meeting was Quorate.														
2.	Declarations of personal and prejudicial interest None														
3.	To Approve and sign minutes of the meeting held on 11th November 2025 The minutes were approved and signed by the Chair. The Clerk would upload scanned minutes to the website.														
4.	To receive reports from County and District Councillors Cllr Higgins presented his report which can be found on the Bix and Assendon PC website. Cllr Jo Robb had forwarded her report which the Chair summarised. The report can be found on the website.														
5.	To note: Chairs Report and Village Hall Report Jackie Walker gave an update on behalf of the Village Hall Committee: Some damp patches had been seen within the hall and specialist advice was being sought to carry out repairs as necessary. Clerk’s Report – <table style="margin-left: 40px;"> <tr> <td>Finance:</td> <td></td> </tr> <tr> <td>closing balance at 31st March 2025</td> <td align="right">12168.50</td> </tr> <tr> <td>Receipts</td> <td align="right">47446.06</td> </tr> <tr> <td>Not cashed</td> <td></td> </tr> <tr> <td>Payments</td> <td align="right"><u>-9639.14</u></td> </tr> <tr> <td>Balance at 31st December 2026</td> <td align="right"><u>49975.42</u></td> </tr> </table> <div style="text-align: right; margin-top: 10px;"> <table border="1" style="display: inline-table;"> <tr> <td align="center">49975.42</td> </tr> </table> </div>	Finance:		closing balance at 31st March 2025	12168.50	Receipts	47446.06	Not cashed		Payments	<u>-9639.14</u>	Balance at 31st December 2026	<u>49975.42</u>	49975.42	
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CIL Funds – 31st December 2026

CIL money
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Budget Variance – Additional funds from CIL Monies claimed 2025-26 – Decisions and ideas for spend to be agreed:

- Allotments- improvements – to be agreed. Now member of National Allotment Society. New tenancy agreements to be drafted. Encourage tenants from Henley area.
- Additional Path – Church to Village Hall
- Improved cycle path to Henley
- Tree planting
- Unity Trust Bank – process in progress for the changeover and setting up a new account for the BAPC. Application submitted and confirmation with further details required from signatories awaiting from UTB.
- Co-option vacancy posted on noticeboards/web and circulated to BAG on 6th January 2026.
- Precept request – application submitted to SODC.
- Interim internal audit –completed and submitted to Theresa Goss.

6. **To Note - Clerk's Report**

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7.	<p>Co-Option Councillor No applications had been received.</p>	
8.	<p>To Approve: Anti Bullying and Harassment Policy Councillors APPROVED the policy.</p>	
9.	<p>To Adopt: Civility and Respect Pledge Councillors RESOLVED to adopt the pledge</p>	
10.	<p>To agree responses to planning applications listed: P25/S4038/AG Land at Henley Park near Fawley RG9 6HY Proposed agricultural track/private way. Comment by 15th January 2026 – no objections</p> <p>P25/S3980/HH Crossleys Old Bix Road Bix Henley-on-Thames RG9 6BY Erection of single-storey first-floor extension to existing flat above garage. Comment by 22nd January 2026. No objections.</p>	
11.	<p>Finance: (see Clerk's report)</p>	

12.	<p>To note: Payments to approve and made between meetings:</p> <table border="1" data-bbox="284 219 1177 544"> <thead> <tr> <th data-bbox="284 219 951 259">Payee</th> <th data-bbox="951 219 1177 259">£</th> </tr> </thead> <tbody> <tr> <td data-bbox="284 259 951 300">Clerk Salary – November, December 2025, January 2026</td> <td data-bbox="951 259 1177 300">£508.66 x 3</td> </tr> <tr> <td data-bbox="284 300 951 340">HMRC inc Employer NI</td> <td data-bbox="951 300 1177 340">NIL – in credit</td> </tr> <tr> <td data-bbox="284 340 951 412">Clerk Expenses – November, December 2025, January 2026</td> <td data-bbox="951 340 1177 412">£46.30/£31.00/Jan tbc</td> </tr> <tr> <td data-bbox="284 412 951 452">Legal fees Mercers</td> <td data-bbox="951 412 1177 452">£1000</td> </tr> <tr> <td data-bbox="284 452 951 492">PCC grant</td> <td data-bbox="951 452 1177 492">£700</td> </tr> <tr> <td data-bbox="284 492 951 544">Comet Bus contribution</td> <td data-bbox="951 492 1177 544">TBC</td> </tr> </tbody> </table>	Payee	£	Clerk Salary – November, December 2025, January 2026	£508.66 x 3	HMRC inc Employer NI	NIL – in credit	Clerk Expenses – November, December 2025, January 2026	£46.30/£31.00/Jan tbc	Legal fees Mercers	£1000	PCC grant	£700	Comet Bus contribution	TBC	
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13.	<p>Items for report and to include on the next Agenda: Annual Meeting – 11th May 2026, Approve IT policy and Reserves policy</p>															
14	<p>Date of Next Meeting – Annual meeting of PC and Annual Village Meeting – 11th May</p>															
	<p>The meeting closed at: 9pm</p>															