

## BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 25<sup>th</sup> June 2024, at 7.00 pm held a Blackbird Leys Community Centre

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- MEMBERS PRESENT:** **Parish Councillors:** Imade Edosomwan (Chair), Anthony Church (Vice Chair) Peter Nowland, Gill Taylor, David Newman, Hassan Sabriye, Jenny Wells and Maggie Lewis.
- OTHER COUNCILLORS:** **City Councillors:** Hosnieh Djafari-Marbini, Simon Ottino and Lubar Arshad.  
**County Councillor:** Imade Edosomwan.
- OFFICERS PRESENT:** **Clerk to the Council:** Emma Kearney
- OTHERS PRESENT:** **Thames Valley Police:** Ehab Shahab.  
**Oxford City Council Communities & Neighbourhoods:** None  
**Oxford City Council Regeneration Officer:** Kelly Moore.  
**Oxford City Council Regeneration Manager:** Karoline Soisalo de Mendonca.  
**Transition by Design:** Sammy-Jo Hagan.  
**Community Groups:** None.  
**Members of the Public:** 7
- APOLOGIES:** The following apologies were received:  
**Parish Councillors:** Kathy Balsamo  
**Peabody Development Manager:** Kristina Hall.
- FC029/24** **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**  
None
- FC030/24** **MINUTES OF THE PREVIOUS MEETING**  
It was **RESOLVED** by unanimous vote to accept the minutes for the Parish Council Meeting held on Tuesday 28<sup>th</sup> May 2024 as a true record.  
This was proposed by Cllr Lewis and seconded by Cllr Edosomwan.
- FC031/24** **PUBLIC PARTICIPATION**  
- A resident attended to raise concerns with the state of the Spindleberry Park and requested improvements to be made.  
- Thames Valley Police attended and provided an update.
- FC032/24** **REGENERATION UPDATE**  
An update from Transition by Design was received.
- FC033/24** **COUNCILLOR UPDATE**  
The councillors, officers and community groups present gave their update.
- FC034/24** **REGENERATION CONSULTANT**  
A summary of the planning application review.
- FC035/24** **AGAR**  
**1. Annual Internal Audit Report 2023-24.**  
The clerk circulated the internal auditors report in advance.  
It was **NOTED** that 'no' was ticked in box C because the risk assessment had not been approved during the 2023-24 fiscal year.  
It was further **NOTED** that 'No' was ticked in box N because the declaration confirming the audit completion was not published on the parish council's website. These oversights by the clerk were due to a long period of authorised leave.  
It was **RESOLVED** to receive and accept the report by unanimous vote.  
This was proposed by Cllr Church and seconded by Cllr Nowland.

**2. Annual Governance Statement.**

The clerk circulated the questions in advance, and they were read out in the meeting for confirmation.

It was **RESOLVED** to tick 'no' for questions 4 and 5 by unanimous vote, due to the comments from the internal auditor as the risk assessment was still in draft format and the Electors Rights process was not fully completed.

This was proposed by Cllr Church and seconded by Cllr Nowland.

**3. Signed Accounting Statement.**

The clerk circulated the figures along with the asset register in advance of the meeting.

It was **RESOLVED** by unanimous vote to agree the Accounting Statement.

This was proposed by Cllr Nowland and seconded by Cllr Church.

**4. Statement of Variances**

The clerk circulated the statement of Account before the meeting.

It was **RESOLVED** by unanimous vote to agree the Statement of Account.

This was proposed by Cllr Nowland and seconded by Cllr Church.

**5. Clerk to confirm the dates of Electors rights.**

It was **NOTED** that the date of announcement would be **Thursday 27<sup>th</sup> June 2024** and the date of commencement **Friday 28<sup>th</sup> June 2024** ending on **Thursday 8<sup>th</sup> August 2024**.

**FC036/24**

**COUNTY, CITY AND PARISH COUNCILLOR REPORTS**

To receive a report.

**FC037/24**

**LETTER**

It was **RESOLVED** to approve the letter of response to the primary school child regarding the bridges on the estate.

This was proposed by Cllr Edosomwan and seconded by Cllr Nowland.

**FC038/24**

**PLANNING APPLICATIONS**

The following planning applications were reviewed.

Application Reference	Address	Ward	Deadline	Outcome
<b>24/01254/FUL DEL</b> Demolition of existing front extension and porch and removal of rear patio and pergola. Erection of a part single part two storey rear extension and a single storey front extension. Formation of 1no. rear dormer in association with a loft conversion. Insertion of 2no. rooflights to front elevation. Removal of 1no. chimney to rear elevation.	78 Sandy Lane Oxford OX4 6AR	Blackbird Leys	06.07.2024	No objections.
<b>24/01192/H42 DEL</b> Application for prior approval for the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, for which the maximum height would be 2.9m, and for which the height of the eaves would be 2.5m.	33 Blackbird Leys Road Oxford OX4 6HJ	Blackbird Leys	29.06.2024	No objections.
<b>24/01286/FUL DEL</b> Installation of 1no. bladeless wind turbine unit and associated works to roof of Building 10.0.	BMW UK Man. Ltd Garsington Road OX4 6NL	Blackbird Leys	17.07.2024	No objections.

<b>24/01429/FUL</b> Demolition of existing rear conservatory and erection of a single storey rear extension.	42 Ladenham Road Oxford Oxfordshire	Blackbird Leys	18.07.2024	No objections.
<b>24/01351/FUL</b> Demolition of existing side shed. Erection of a part single part two storey front and side extension.	2 Allin Close Oxford Oxfordshire	Blackbird Leys	18.07.2024	

**FC039/24 Financial Matters**

**1. Income**

None.

**2. Internal Financial Controller**

It was **NOTED** the invoices against the June 2024 cashbook were correct.

**3. Small Grant Application**

It was **RESOLVED** by majority vote to award £440 for the cost of mobile toilets for the Oxford Afrobeat's Festival on the 3rd of August 2024, at Blackbird Leys Park.

This was awarded under Section 145 Local Government Act 1972.

This was proposed by Cllr Edosomwan and seconded by Cllr Nowland.

**4. Working From Home Allowance**

It was **RESOLVED** by unanimous vote to agree to pay the clerk £6 per week working from home allowance commencing 1<sup>st</sup> July 2024 as per the Internal Auditors recommendation.

This was proposed by Cllr Edosomwan and seconded by Cllr Nowland.

**5. Signatory**

It was **RESOLVED** by unanimous vote to agree Cllr Lewis as an additional signatory.

This was proposed by Cllr Edosomwan and seconded by Cllr Newman.

**6. Purchases**

It was **RESOLVED** by unanimous vote to agree to purchase the items listed on the June 2024 cashbook.

This was proposed by Cllr Edosomwan and seconded by Cllr Nowland.

Date	Payee	Description	Total
02/06/2024	HG3	June Mobile Phone Charge	£12.54
09/06/2024	Lloyds Bank	June Corporate Card Monthly Fee	£3.00
10/06/2024	Oxfordshire County Council	June Pension	£457.31
25/06/2024	Clerk	June Wages	£1,484.61
25/06/2024	Afrobeats	Small Grant Award	£440.00
25/06/2024	Rachel Brown	Internal Audit	£295.00
30/06/2024	Unity Trust	Quarterly Charges	£18.00
		<b>Total</b>	<b>£2,710.46</b>

**7. Cashbook Payments**

It was **RESOLVED** by unanimous vote to agree to make the payments for the items listed on the June 2024 cashbook.

This was proposed by Cllr Edosomwan and seconded by Cllr Nowland.

**FC040/24 ITEMS FOR THE NEXT AGENDA**

To be sent to the clerk 10 working days before the meeting.

The meeting closed at 21.09

**SIGNED:** \_\_\_\_\_

Councillor Edosomwan: - Chair