

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 30th September 2025, at 7.00 pm held at the Leys Leisure Centre

MEMBERS PRESENT: **Parish Councillors:** Imade Edosomwan (Chair), Natalie Webb (Vice-chair), Anthony Church, David Newman, Dan Wadsworth, Melissa Latchman, Kathy Balsamo, Brian Lester (Co-opted) and Jeffrey Sackey (Co-opted).

OTHER COUNCILLORS: **City Councillors:** Hosnieh Djafari-Marbini and Simon Ottino.
County Councillor: Imade Edosomwan.

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** 6

APOLOGIES: The following apologies were received:
Parish Councillors: Gill Taylor and Hassan Sabriye.
City Councillors: Linda Smith
Oxford City Council Regeneration Manager: Karoline Soisalo de Mendonca.
Peabody Development Manager: Kristina Hall

FC065/25 CO-OPTION

1. Brian Lester addressed the council regarding his interest in joining as a councillor, stating he had lived in the area for many years and wished to contribute to the community.
It was **RESOLVED** by unanimous vote to co-opt Brian Lester as a parish councillor to Northfield Brook Ward and to the planning committee.
2. Jeffrey Sackey addressed the council, explaining his love for the area and his regular work with the local football team.
It was **RESOLVED** by unanimous vote to co-opt Jeffrey Sackey as a parish councillor to Blackbird Leys Ward.

FC066/25 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

FC067/25 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** by unanimous vote to accept the minutes for the Parish Council Meeting held on Tuesday 29th July 2025 as a true record.

FC068/25 PUBLIC PARTICIPATION

Members of the public raised points not pertaining to items on the agenda.

FC069/25 REGENERATION UPDATE

A written update was received.

FC070/25 COUNCILLOR UPDATE

The councillors, officers and community groups present gave their update.

FC071/25 PLANNING APPLICATIONS

The following planning applications were reviewed as the September planning committee meeting was not quorate.

	Application Reference	Address	Ward	Deadline	Outcome
1.	25/02056/FUL Erection of a single storey rear extension	23 Long Ground	Northfield Brook	01.10.2025	No objection
2.	25/01696/FUL Alterations to fenestration to flats 58-62.	58 - 62 Acacia Ave	Northfield Brook	01.10.2025	No objection

3.	25/02100/H42 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 4.00m, for which the maximum height would be 3.55m, and for which the height of the eaves would be 2.6m.	17 Haldane Road OX4 6BN	Blackbird Leys	30.09.2025	No objection
4.	25/02091/FUL Extension to front porch.	27 Falcon Close	Northfield Brook	06.10.2025	No objection
5.	25/01891/FUL Demolition of existing front extension. Erection of single storey front extension.	30 Linnet Close	Northfield Brook	03.10.2025	No objection
6.	25/01870/VAR Variation of condition 1 of planning permission 20/00221/VAR (Variation of condition 1 (5 year time limit) of planning permission 15/00735/VAR (Variation of condition 2 of planning permission 13/00458/VAR to allow for retention of temporary portacabin office use for a further period of 5 years.) to allow extended use of the rear portacabin for a further period of 5 years.) to allow extended use of the rear portacabin for a further period of 5 years.	96 Blackbird Leys Road Oxford Oxfordshire OX4 6HS	Blackbird Leys	15.10.2025	No objection
7.	25/01866/FUL Demolition of existing garage. Erection of a single storey building, to create a 1 X 1 bed dwellinghouse (Use Class C3). Installation of 12no. solar panels to side elevations of outbuilding and 1no. air source heat pump, provision of bin and cycle storage.	62 Balfour Road Oxford OX4 6AH	Blackbird Leys	08.10.2025	No objection

FC072/25 LOCAL GOVERNMENT REORGANISATION

The three proposals were discussed. Due to the complexity and need for further information, it was **AGREED** to defer this item to the next meeting with a more detailed report to be prepared by the Clerk.

FC073/25 TRAFFIC CONSULTATIONS

a) Oxford Traffic Regulation Orders – Motor Vehicle Restrictions

It was **NOTED** that the proposals formalise existing physical barriers, and no objections were raised.

b) Oxford Traffic Regulation Orders – Parking Restrictions

Following discussion of proposed double yellow lines affecting multiple roads in the parish, it was **AGREED** to submit no formal objection as the proposals appear to be for safety reasons.

FC074/25 FINANCIAL MATTERS

a) One-Off Crisis Payment - Blackbird Leys Adventure Playground (BLAP)

It was **RESOLVED** by unanimous vote to pre-approve a grant of up to £5,000 to BLAP, subject to completion of the Grant Application Form using matched funding approach.

b) External Audit Report and Certificate 2024/25

The successful audit outcome was **NOTED**.

c) Appoint an Internal Auditor

It was **RESOLVED** by unanimous vote to appoint Theresa Goss for 2025-26.

d) Income

None

e) Quarterly Budget Update

The budget update was **RECEIVED** and **NOTED**.

Budget code	Hall Hire	Stationery	Bank Charges	Travel	Mobile	Office 365
SPENT	£866.25	£35.00	£54.00	£11.70	£78.04	£0.00
BUDGETED	£2,125.00	£300.00	£108.00	£325.00	£180.00	£80.00
REMAINING	£1,258.75	£265.00	£54.00	£313.30	£101.96	£80.00

Budget code	Memberships	Insurance	Info Cert	Audit fee	Grants	Salary
SPENT	£2,659.16	£554.58	£0.00	£678.00	£1,000.00	£9,193.32
BUDGETED	£2,650.00	£900.00	£45.00	£700.00	£3,000.00	£19,000.00
REMAINING	-£9.16	£345.42	£45.00	£22.00	£2,000.00	£9,806.68

Budget code	WFHA	Pension	HMRC	Com Engage Promo	Comm mapping
SPENT	£144.00	£2,844.60	£4,431.10	£0.00	£0.00
BUDGETED	£288.00	£5,200.00	£5,400.00	£1,000.00	£1,050.00
REMAINING	£144.00	£2,355.40	£968.90	£1,000.00	£1,050.00

Budget code	Exploring	Learning	Dropbox	Training	Improving
SPENT	£0.00	£283.16	£199.00	£0.00	£0.00
BUDGETED	£850.00	£2,000.00	£200.00	£2,000.00	£2,600.00
REMAINING	£850.00	£1,716.84	£1.00	£2,000.00	£2,600.00

Budget code	Annual Meeting	Mailboxes	CIL Fund	General Reserves	Grant
SPENT	£53.51	£1,058.59	£230.40	£0.00	£5,000.00
BUDGETED	£200.00	£865.00		£5,000.00	£10,000.00
REMAINING	£146.49	-£193.59	-£230.40	£5,000.00	£5,000.00

Reserves

Budget code	Rebranding	Elections	New Cll costs	Ins Excess	Crisis Fund
SPENT	£0.00	£0.00	£0.00	£0.00	£0.00
BUDGETED	£8,000.00	£5,000.00	£2,000.00	£2,000.00	£3,000.00
REMAINING	£8,000.00	£5,000.00	£2,000.00	£2,000.00	£3,000.00

Budget code	Staff Costs	Training	Events	Grants	Str.Aims	Legal Costs
SPENT	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
BUDGETED	£1,965.00	£8,000.00	£2,300.00	£1,000.00	£5,000.00	£7,500.00
REMAINING	£1,965.00	£8,000.00	£2,300.00	£1,000.00	£5,000.00	£7,500.00

f) Cashbook Payments

It was **RESOLVED** by unanimous vote to approve and pay the invoices listed for September 2025.

Date	Payee	Description	Total
01/09/2025	HG3	Sept Mobile Phone Charge	£13.10
30/09/2025	Lloyds Bank	Sept Corporate Card Monthly Fee	£3.00
30/09/2025	Oxfordshire County Council	Sept Pension	£474.10
30/09/2025	Unity Trust	Bank Account Fee	£6.00
30/09/2025	Clerk	Sept Wages	£1,532.22
30/09/2025	Clerk	WFHA - Sept 2025	£24.00
30/09/2025	WTG Consultants Ltd	Internal Audit - retro	£300.00
30/09/2025	Zoom	Business Account	£209.88
30/09/2025	Wix	Clerks Business Email - retro	£10.59
30/09/2025	Amazon - retro	Parish Stall	£40.44
30/09/2025	Moore	External Auditor 2024-25	£378.00
30/09/2025	More Leisure	August Hall Hire	£66.25
30/09/2025	AGA Printing - retro	Parish Stall	£32.84
30/09/2025	Dropbox	Storage	£199.00
30/09/2025	HMRC	PAYE for employers	£1,231.56
30/09/2025	BLAP	One off grant	£5,000.00
		Total	£9,520.98

FC075/25 ITEMS FOR THE NEXT AGENDA

All proposals to be submitted to the clerk in writing at least 10 clear days before the meeting as per Standing Order 9B.

FC076/25 SIGNED: _____
Councillor Webb

The meeting closed at 20.31