

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 28th May 2024, at 7.00 pm held a Blackbird Leys Bowls Club

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- MEMBERS PRESENT:** **Parish Councillors:** Imade Edosomwan, Peter Nowland, Anthony Church, Gill Taylor, Maggie Lewis, David Newman, Hassan Sabriye, Kathy Balsamo and Jenny Wells.
- OTHER COUNCILLORS:** **City Councillors:** Hosnieh Djafari-Marbini
County Councillor: Imade Edosomwan.
- OFFICERS PRESENT:** **Clerk to the Council:** Emma Kearney
- OTHERS PRESENT:** **Oxford City Council Principal Regeneration Officer:** Kelly Moore.
Peabody Development Manager: Kristina Hall
Community Groups: None.
Members of the Public: 8

Annual Meeting of the Council

- FC011/24** **ELECTION OF THE CHAIRMAN**
1. It was **RESOLVED** by majority vote to elect Cllr Edosomwan as chair for 2024-25.
This was proposed by Cllr Lewis and seconded by Cllr Sabriye.
The Acceptance of Office form was signed.
 2. It was **NOTED** the chairman would attend the Chairmanship training course by the OALC (Oxfordshire Association of Local Councils) if it has not already been attended.
 3. It was further **NOTED** the date of the Annual Meeting of the Parish 2025 would be held on Tuesday 27th May 2025 at 6pm.
- FC012/24** **APOLOGIES**
- The following apologies were received.
City Councillors: Simon Ottino.
Oxford City Council Regeneration Manager: Karoline Soisalo de Mendonca.
- FC013/24** **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
- None
- FC014/24** **PUBLIC PARTICIPATION**
- Resident attended to -
- raise concerns with homeless camping in the nature reserve.
 - update that there are plans to reinstate the Leys News.
- FC015/24** **MINUTES OF THE PREVIOUS MEETING**
- It was **RESOLVED** by unanimous vote to accept the minutes for the Parish Council Meeting held on Tuesday 30th April 2024 as a true record.
This was proposed by Cllr Church and seconded by Cllr Edosomwan.
- FC016/24** **REGENERATION UPDATE**
- An update from Oxford City Council and Peabody was received.
- FC017/24** **COUNCILLOR UPDATE**
- The councillors, officers and community groups present gave their update
- FC018/24** **ELECTION OF THE VICE-CHAIRMAN**
- It was **RESOLVED** by majority vote to elect Cllr Church as Vice chair for 2024-25.
This was proposed by Cllr Church and seconded by Cllr Taylor.

FC019/24

NOTICEBOARDS

It was **RESOLVED** by majority vote to elect Cllr Church to maintain the boards for 2024-25.

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

It was **NOTED** printer ink and paper would be provided by the Parish Council.

FC020/24

COMMITTEES AND WORKING GROUPS

1. Planning Committee

- i. It was **RESOLVED** by majority vote to continue with the planning committee.

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

- ii. It was **RESOLVED** by majority vote to continue with the current delegated powers/terms of reference.

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

It was **NOTED** when work begins on the Neighbourhood Plan the terms of reference will need to incorporate this.

- iii. It was **RESOLVED** by majority vote to continue with the committee quorum of 3 councillors.

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

- iv. It was **RESOLVED** by majority vote to hold the planning committee meeting on the third Tuesday of the month at 7pm.

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

- v. It was **RESOLVED** by majority vote to elect the following members onto the Planning Committee.

- 1. Cllr Edosomwan
- 2. Cllr Lewis
- 3. Cllr Church
- 4. Cllr Taylor
- 5. Cllr Wells
- 6. Cllr Balsamo

- vi. It was **RESOLVED** by majority vote to elect Cllr Church as the Planning Committee Chair.

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

- vii. It was **RESOLVED** by majority vote to elect the Cllr Taylor as the Planning Committee Vice Chair.

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

2. Staffing Committee

- i. It was **RESOLVED** by majority vote to continue with the staffing committee.

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

- ii. It was **RESOLVED** by majority vote to continue with the current terms of reference for the staffing committee.

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

- iii. It was **RESOLVED** by majority vote for Cllr Church and Cllr Taylor to serve on the Staffing Committee.

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

- iv. It was **RESOLVED** by majority vote to elect Cllr Church as the staffing committee chair.

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

- v. It was **RESOLVED** by majority vote to elect Cllr Newman as the alternative member to the Staffing Committee.

- This was proposed by Cllr Church and seconded by Cllr Edosomwan.
- vi. It was **RESOLVED** by majority vote for the clerk's annual appraisal date to be held in October 2024.
- This was proposed by Cllr Church and seconded by Cllr Edosomwan.
- vii. It was **RESOLVED** by majority vote that the staffing committee members would attend appraisal training if they have not already attended.
- This was proposed by Cllr Sabriye and seconded by Cllr Edosomwan.

3. Strategic Aims Working Group

1. It was **RESOLVED** by majority vote to continue with the strategic aims working group.
- This was proposed by Cllr Newman and seconded by Cllr Edosomwan.
2. It was **RESOLVED** by majority vote for the strategic aims working group to work on the strategic aims draft proposal.
- This was proposed by Cllr Newman and seconded by Cllr Edosomwan.
3. It was **RESOLVED** by majority vote to elect the following members onto the strategic aims working group.
1. Cllr Newman
 2. Cllr Edosomwan
 3. Cllr Lewis
 4. Cllr Sabriye
 5. Cllr Wells
 6. Cllr Balsamo
 7. Mr Watson
- This was proposed by Cllr Newman and seconded by Cllr Lewis.
4. It was **RESOLVED** by majority vote to hold the strategic aims working group on the third Tuesday of the month at approximately 7.30 pm after the planning meeting.
- This was proposed by Cllr Newman and seconded by Cllr Edosomwan

4. Events Committee

- i. It was **RESOLVED** by majority vote to continue with the events committee.
- This was proposed by Cllr Lewis and seconded by Cllr Sabriye.
- ii. It was **RESOLVED** by majority vote to continue with the events committee terms of reference.
- This was proposed by Cllr Edosomwan and seconded by Cllr Newman.
- iii. It was **RESOLVED** by majority vote to elect the following members onto the events committee.
1. Cllr Sabriye
 2. Cllr Newman
 3. Cllr Wells
 4. Cllr Edosomwan
- This was proposed by Cllr Lewis and seconded by Cllr Sabriye.
- viii. It was **RESOLVED** by majority vote to elect the Cllr Sabriye as the events committee chair.
- This was proposed by Cllr Edosomwan and seconded by Cllr Balsamo.
- ix. It was **NOTED** that once an event was agreed the meeting dates would be confirmed.

FC021/24

Policies, Procedure and Document review

It was **RESOLVED** by majority vote to adopt the following policies.

1. Code of Conduct (*No Change*)
2. Communication Policy (*No Change*)
3. Complaints Procedure (*No Change*)

4. Equality and Diversity Policy *(No Change)*
5. Financial Regulations 2019 *(No Change)*
6. Health and Safety/Statement *(No Change)*
7. Privacy Policy *(No Change)*
8. Publication Scheme *(No Change)*
9. Standing Orders 2018 (V 2020) *(No Change)*
 - i. The Clerk was appointed as the Data Protection Officer.
10. Training and Development Policy *(No Change)*
11. Small Grants Policy. *(No Change)*

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

FC022/24 Representatives

It was **RESOLVED** by majority vote to appoint the following councillors to act as a representative for the following portfolios, as per the Representative Protocol.

1. Planning - Cllr Church

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

2. Health and wellbeing – Cllr Taylor

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

3. Environment, climate change and transport – Cllr Newman

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

4. Community Safety – Cllr Lewis

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

FC023/24 Financial Matters

1. Precept figure 2024 -25

It was **NOTED** the precept figure remained the same at £54,389.00

2. Grants

It was **RESOLVED** by majority vote to continue awarding small grants as per the policy in place.

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

3. Installation of the Defibrillator

It was **NOTED** that the Bowls Club selected the contractor and paid the invoice.

4. Income

It was **NOTED** there was no income for May 2024.

5. Cashbook Purchase

It was **RESOLVED** by majority vote to purchase the cashbook items for May 2024.

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

6. Cashbook Payments

It was **RESOLVED** by majority vote to pay for the cashbook items for May 2024.

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

Date	Payee	Description	Total
02/05/2024	HG3	May Mobile Phone Charge	£12.54
09/05/2024	Lloyds Bank	May Corporate Card Monthly Fee	£3.00
10/05/2024	Oxfordshire County Council	Pension	£457.31
25/05/2024	Clerk	May Wages	£1,484.41
28/05/2024	Bowls Club	May Meetings	£77.50
28/05/2024	Clerk	Mileage to meetings 21/05/2024	£11.70
		Total	£2,046.46

It was **NOTED** the cost for the SLCC membership would be split.

7. Standing Orders/Direct Debits

It was **RESOLVED** by majority vote to continue making the following payments via standing Order/Direct debit.

1. Clerk's salary.
2. Pension.
3. HMRC contributions.
4. Mobile phone contract
5. Debit Card
6. Bank Account Fee

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

8. Internal Financial Controller

It was **RESOLVED** by majority vote to elect Cllr Edosomwan as the Internal Financial Controller for 2024-25.

This was proposed by Cllr Lewis and seconded by Cllr Wells.

FC025/24

ITEMS FOR THE NEXT AGENDA

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

The meeting closed at 21.23

SIGNED: _____
Councillor Edosomwan: - Chair