

20<sup>th</sup> March 2025

Dear Councillor,

You are summoned to attend a meeting of Blackbird Leys Parish Council on Tuesday 25<sup>th</sup> March 2025 at 7pm at the **Leys Pools & Leisure Centre Pegasus Rd, Oxford OX4 6JL**.

Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

The meeting will be recorded for the purpose of minute taking, in accordance with our Standing Orders. Members of the public wishing to record the meeting are asked to notify the Chairman of their intentions so that appropriate arrangements can be made for the recording.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

The press and public are welcome to attend.

Yours sincerely

*Emma Kearney*

Parish Clerk

#### **AGENDA**

**1. APOLOGIES**

To be received.

**2. DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**

To receive any Declarations of Interest.

**3. MINUTES OF THE PREVIOUS MEETING.**

To confirm as a true record the minutes of the full parish council meeting held on Tuesday 25<sup>th</sup> February 2025

**4. PUBLIC PARTICIPATION**

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda (*Standing orders 3f*)

**5. CO OPTION**

To agree to co-opt the following candidate

1) **Rae Humberstone**

- i. To Blackbird Leys Ward
- ii. To a committee/working group

**6. REGENERATION UPDATE**

To receive an update from Oxford City Council and Peabody.

**7. COUNTY, CITY AND PARISH COUNCILLOR REPORTS**

To receive a report.

**8. REPRESENTATIVE FOR HEALTH AND WELLBEING**

To appoint a councillor as the Health and Wellbeing representative.

**9. COMMITTEE AND WORKING GROUP UPDATE**

**1. Planning Committee**

To receive an update

## 2. Neighbourhood Plan Working Group

- i. **Update**  
To receive an update
- ii. **Recommendations**  
To review and approve the following
  - a. **One-Page Explainer**  
To approve the one-page neighbourhood plan explainer document to advertise the project.
  - b. **Oxfordshire Neighbourhood Planning Alliance**  
To approve joining the Oxfordshire Neighbourhood Planning Alliance as an associate member at a cost of £25 from the 'Membership' budget.
  - c. **Resource Purchase**  
To approve the purchase of "The Power of Neighbourhood Planning" by Peter Edwards at a cost of £45 (print and digital versions) from the 'NHP reserves' budget.
  - d. **Launch Events**  
To approve a dedicated neighbourhood plan, launch event to be held in July 2025 (exact date to be determined) and to have a presence at the Leys Festival.

## 10. TRAINING

1. To discuss training need and options
2. To consider OALC coming to train all councillors at approximately £600.00 per session

## 11. NOTICEBOARDS

1. To agree to an additional councillor to update the boards
2. To agree to provide a printer and ink for the councillor from the stationery budget.

## 12. FINANCIAL REGULATION 2024

To adopt the regulations.

## 13. FINANCIAL MATTERS

1. **Income**  
To note the income received
2. **Finance Report**  
To note
3. **Vat Return**  
To note
4. **Budget Update**  
To note
5. **Internal Financial Controller**  
To confirm the review of the invoices against the March 2025 cashbook.
6. **Domain renewal**  
To agree to pay the 2-year renewal at a cost of £78.
7. **Budget Virement**  
To approve these two budget virements
  - i. £500 from 'Events reserves' to 'Pension.
  - ii. £800 from 'Events reserves' to 'HMRC'
8. **Purchases**  
To agree to purchase the items listed on the March 2025 cashbook.
9. **Cashbook Payments**  
To agree to make the payments for the items listed on the March 2025 cashbook.

## 14. STAFFING MATTERS

To arrange the date of the appraisal.