

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 30th April 2019, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: Parish Councillors John Dillon (Chair), Mark Franks, Ewa Gluza, Peter Nowland, and Deborah McIlveen.

OTHER COUNCILLORS: City Councillors Sian Taylor and Rae Humberstone
County Councillor Deborah McIlveen

OFFICERS PRESENT: Emma Kearney – Clerk to the Council

OTHERS PRESENT: **Oxford City Council Communities and Neighbourhoods:** Hollie Tuckwell
Catalyst: Sue Cooper
Members of the Public: Five members of the public.

APOLOGIES: The following apologies were received:
Parish Councillors: Sue Funge, Jayne Watson and Olamide Oladejo.
City Council Councillors Linda Smith and Hosnieh Djafari-Marbini.
Thames Valley Police: PS 3833 Leon Astley and PCSO C8375 Ehab Shahab.

FC001/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
Cllr McIlveen on the board for Blackbird Leys Adventure Playground.
Cllr Gluza has put forward a grant application on behalf of the Oxford Polish Association.
Both Councillors will not vote on grant application they have an interest in.

FC002/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the Parish Council Meeting held on 28th March 2019

FC003/19 **PUBLIC PARTICIPATION**

- a) Friendly's have requested figure of grant money paid.
- b) Action: Clerk to confirm figure and update at 18.30 before the next Parish Council meeting.
- c) Concerns raised over co-option of new Councillors being delayed until next month
- d) Action: Clerk confirms the co-option is a priority and will take place next month.

FC004/19 **CHAIRMAN'S REPORT**

- a) The Community Payback team have been litter picking on the estate, and have done a good job. Chairman will make contact to feed this back.
- b) Cllr Humberstone to provide Chairman with the contact details.
- c) **Development Project Update**
Sarah Grubb – Catalyst
 - i. Great response to the drop-in events held on the 6th and 9th April, and also to the survey.
 - ii. Early June would be good to feedback the information collated.
 - iii. There is a Community Planning Weekend being held on Friday 10th May and 11th May at The Barn Nightingale Ave, Oxford OX4 7BU.
 - iv. There will be another leaflet drop with this information.

- v. For information regarding the regeneration or to complete a survey please go to <https://www.chg.org.uk/development-regeneration/regeneration/blackbird-leys-district-centre-and-knights-road/> or email bblregen@oxford.gov.uk with any questions.

d) Parish Office

Discussions were held surrounding

- i. The cost of the room being higher than the budgeted amount.
- ii. Identifying who would be using the room in the daytime, as the Parish Council holds meetings once a month in the evening.
- iii. Attempts to hold additional meetings have not been successful.
- iv. The need to have files accessible to view, but this would be available with the new website.
- v. Potential to rent the room out to other groups to create an income.
- vi. Parish Clerk offered the option to work from the parish office, Clerk confirmed due to childcare issues this year it would not be an option.
- vii. Suggestion of the Parish Council logging how many times a room is booked to monitor usage.
- viii. It was **RESOLVED** by a unanimous vote not to proceed with the parish office
- ix. Action: Clerk to contact Natalie Oakley to update decision.

FC005/19

PCSO, COMMUNITY RESPONSE OFFICERS AND POLICE REPORTS

None

COMMUNITY PARTNERSHIP REPORT

None

PARISH COUNCILLORS' REPORTS

FC006/19

Cllr Franks

- a) Fly tipping same on-going issues.
- b) Lanterns on top the island junctions are missing.
- c) Graffiti noticed on the estate.

FC007/19

Cllr Nowland

- a) On-going problem with parking, it is suspected people are parking on the estate and then taking the bus into Oxford City centre to avoid paying car-park fees. Confirmed enforcement officer has been around ticketing cars.

FC008/19

Cllr McIlveen

- a) Has completed the regular weekly walkaround of the estate. There is a strategic need for parking on the estate, and would be good to be part of the regeneration plan.
- b) CDI is in need of money, and are in the process of completing an application to the lottery for funding in conjunction with Blackbird Leys Adventure Playground.
- c) Noticed a bin had been removed from Grenoble Park, Cllr McIlveen reported this and had it replaced.
- d) Action from Chairman to provide quote for cameras.

FC009/19

Cllr Gluza

- a) Discussions were held around the regeneration project and key worker houses for the Blackbird Leys area.
- b) Discussions were held around motorbikes riding around the estate, and making a lot of noise.
- c) Diversity Picnic 6th May 2019 12.00 – 16.00 at Blackbird Leys Adventure Playground a free family event.
- d) Discussions were held regarding 'twinning' for Oxford, it is happening is but there is not much interest.
There are huge benefits in sports and arts, and it would be good for the Parish Council to be involved.

REPORT FROM OXFORD CITY AND COUNTY COUNCILLORS

FC010/19

Cllr Taylor

- a) Would like to encourage everyone to go to the regeneration Community Planning Weekend being held on Friday 10th May and 11th May at The Barn.
- b) Would like to remind everyone to use Streetscene for any fly-tipping and other rubbish around the estate.

FC011/19

Cllr Humberstone

- a) Would like to bring awareness to any ex-service men or women that are having a tough time, and to encourage them or their family/friends to make contact either directly with Cllr Humberstone or with S.S.A.F.A (Soldier, Sailor, Airmen families Association) via the **Helpline 0800 731 4880** or website <https://www.ssafa.org.uk/>
- b) Discussions were held about fly-tipping in the area, and that it is still a problem.
- c) Action – to provide Chairman with the probation officer contact.

FC011/20

Cllr McIlveen

- a) Allocation of County Councillor Priority Fund to local groups.
- b) Local groups: Parish Council, CDI, BLAP, WOW Space, RAW, Boxing Club, Leys Matters, Pegasus First School.
- c) Windrush Pioneers - some local residents are affected by the Home Office destroying papers and the Hostile Environment.
Some people have been wrongly deported others are worried.
Support is needed.
- d) Parking and other strategic and operational local issues including parks, trees and transport strategy/Cowley Rd, emissions etc.
- e) Regeneration – discussion with some local groups, shops, council officers, Catalyst.
- f) Local police work.
- g) Lack of school places and children being allocated Abingdon.
- h) Involved in the opposition of the new expressway.
- i) **County Council committees:**
 - i. Full Council, Audit and Governance, Employment Appeals. Localities Work on issues: Growth Board, Climate Emergency, Young People's Homelessness Pathway Review and Housing, Highway.
 - ii. County Council agreed an emergency with climate change, there have been young people protest in Oxford City Centre.
 - iii. A motion was proposed to oppose the Oxford and Cambridge Expressway, County Council voted against the proposal.

FC012/19 TO THE FOLLOWING PLANNING APPLICATIONS

Applications: were considered:

a) Application No: 19/007/56/FUL DEL

No objections

b) Application No: 19/00903/FUL DEL

No objections

c) Application No: 19/00933/CT3 COMM

No objections

d) Application No: 19/00992/H42 DEL

No objections

FC013/19 Grant Applications Powers to award monies.

- a) There were discussions held regarding the powers the Parish Council has to award grants, the Clerk confirmed conversations with the SLCC and reiterated the feedback on this year's applications. Confirming if the Council had the powers to award, and if so which power would be used.
- b) It was discussed that Councillors may wish to award grants even if there were no powers, the Clerk advised against this.

FC014/19 Grant Process

- a) The Parish Council ratified the new grant process.
- b) There were discussions surrounding the new grant process, and it was agreed to monitor and evaluate the changes made. If required, to review aspects of the process before next year.

FC015/19 Grant Applications 2019 - Outcome

a) Dovecote Voluntary Parent Committee

- i. There were discussions regarding the query raised by Dovecote, as they had received a reduction from their requested grant award due to it being thought sensory equipment had been funded by the Parish Council previously.
- ii. Dovecote confirmed this was not the case, and the Parish Council has no record of this on file.
- iii. It was **RESOLVED** by a unanimous vote to award the remaining grant money of £500.
- iv. The Parish Council awarded this money using Section 137 of the Local Government Act 1972 for the purchase of equipment and materials to provide children (including children with disabilities, young people) and families with a range of stimulating activities and experiences supporting their learning and development.
- v. Action: Clerk to send letter and raise cheque

b) Blackbird Leys Adventure Playgroup

- i. It was **RESOLVED** by a unanimous vote to award the grant money of £1,769.94.

- ii. Parish Council awarded this money using powers of Recreation of the Local Government Act 1972 to assist with Public and Employer Liability Insurance
- iii. This was **AGREED** at the 4th March meeting, and the cheque was sent by recorded delivery.

c) Blackbird Leys Boys and Girls Football Club

- i. It was **RESOLVED** by a unanimous vote to award the grant money of £3,510.00.
- ii. Parish Council awarded this money using powers of section Recreation, to assist with the fees for training 4 x Level Two coaches and 6 x Level coaches in line with F.A requirements. To provide 6 sets of goals, and to cover the cost of having the pitches marked out.
- iii. This was **AGREED** at the 4th March meeting, and the cheque was delivered by hand.

d) Leys Information Technology Zone CIC

- i. It was **RESOLVED** by a unanimous vote to award the grant money of £2,370.00
- ii. Parish Council awarded this money using powers of Conference Facilities, from the Local Government Act 1976 to assist with the running costs as follows;

Company Costs	£150
Phone and broadband	£375
Office rent (12 x £70.41)	£845
Printing, stationery, publicity materials	£485
Website domain and WIX subs	£115
New Printer	£400
Total	£2,370

- iii. Action: Clerk to send letter and raise cheque

e) Raw Workshop

- i. After discussions it was **RESOLVED** to request for the constitution to be sent as previously requested.
- ii. At present it is not clear if the Parish Council have the power to award monies.
- iii. Action: Clerk to write letter requesting constitution.

f) Ace Matrix

- i. After discussions it was **RESOLVED** that regrettably the Parish Council do not have the power to award money for this project.
- ii. Action: Clerk to send letter confirming this.

g) Leys CDI

- i. It was **RESOLVED** by a unanimous vote to award the grant money of £5,000.00
- ii. Parish Council awarded this money using powers of Community Centre from the Local Government Act 1976. To pay rent to Oxford City Council to enable the Youth Club to run through the week and The Glow Hall.
- iii. Action: Clerk to write letter and raise cheque for signing.

h) Agnes Smith

- i. It was **RESOLVED** by a unanimous vote to award the grant money of £5,000.00

- ii. Parish Council awarded this money using powers of Citizens Advice Bureau, from the Local Government Act 1972.
- iii. Action: Clerk to write letter and raise cheque for signing.

i) Pegasus School

- i. It was **RESOLVED** by a unanimous vote to award the grant money of £5,000.00
- ii. Parish Council awarded this money using powers of Baths and Washhouses from Public Health Act 1936. To replace the current toilet, basins and flooring in the nursery toilets.
- iii. Action: Clerk to write letter and raise cheque for signing.

j) Reducing the Risk

- i. After discussions it was **RESOLVED** to request for the constitution to be sent as previously requested.
- ii. At present it is not clear if the Parish Council have the power to award monies.
- iii. Action: Clerk to write letter and raise cheque for signing.

k) Oxford Polish Association

- i. It was **RESOLVED** by a unanimous vote to award the grant money of £1,480.00
- ii. Parish Council awarded this money using powers of Section 137 from the Local Government Act 1972. To support part of the 'Diversity Picnic' free event open to all of the Community.
- iii. Action: Clerk to write letter and raise cheque for signing.

l) ARCh – support in Pegasus Primary School

- i. It was **RESOLVED** by a unanimous vote to award the grant money of £850.00
- ii. Parish Council awarded this money using powers of Entertainment and the Arts from the Local Government Act 1972 to provide one to one support children's reading twice a week for the entire year.
- iii. Action: Clerk to write letter and raise cheque for signing.

m) Women's Institute

- i. It was **RESOLVED** by a unanimous vote to award the grant money of £300.00
- ii. Parish Council awarded this money using powers of Community Centre from the Local Government Act 1976. To provide 11 month's rent and part of the Public Liability Insurance fee.
- iii. Action: Clerk to write letter and raise cheque for signing.

FC016/19

Overview of Grant figures

Total Amount awarded 30.04.2019	£27,079.94
Total amount requested 2019	£33,000.00
Amount budgeted for 2019	£20,472.27

a) Invoices approved with cheque numbers.

REF	DATE	PAYEE	INVOICE NO	INFORMATION	TOTAL	Cheque Number
1	26/04/2019	JANE OLDS	EMAIL	INTERNAL AUDITOR	£135.00	101201
2	26/04/2019	RAW	2162	REMAINING NOTICEBOARDS FEE	£1,407.82	101080
3	26/04/2019	OALC	W-634	MINUTES & AGENDAS COURSE - EK	£54.00	101076
4	26/04/2019	OALC	W-638	ROLES & RESPONSIBILITIES - EK	£102.00	101076
5	26/04/2019	OALC	W-639	VAT FOR CLERKS - EK	£54.00	101076
6	26/04/2019	OALC	W-646	ROLES & RESPONSIBILITIES - SF	£120.00	101076
7	26/04/2019	OALC	W-655	ROLES & RESPONSIBILITIES - JW	£120.00	101076
8	26/04/2019	ACCESS FIRST AID	1375	LEYS FUN DAY - FIRST AID COVER	£150.00	101077
9	26/04/2019	ADVENTURE PLUS	EMAIL	LEYS FUN DAY - PAYMENT 1 OF 2	£330.00	101078
10	26/04/2019	VERTIGO ZORBING	1053	LEYS FUN DAY - ACTIVITY	£450.00	101202
11	26/04/2019	OXFORD CITY COUNCIL	51339102/8	ROOM HIRE	£20.00	101203
12	26/04/2019	SLCC	EMAIL	CLERK TRAINING - CILCA REGISTRATION	£250.00	101075
13	26/04/2019	VIKING – 01/04/2019	603054	PRINTER INK	£29.48	101204
14	26/04/2019	VIKING – 25/03/2019	582853	PRINTER INK, NOTEBOOK & JOTTER PADS	£37.02	101204

15	26/04/2019	SALARY	SEE TIMESHEET	WEEKS 01.04.2019, 08.04.2019, 15.04.2019, 22.04.2019 & 29.04.2019	£716.50	101074
16	26/04/2019	EXPENSES	SEE TIMESHEET	SEE TIMESHEET	£43.80	101074
	DATE	PAYEE	INVOICE NO	INFORMATION	TOTAL	Cheque Number
17	26/04/2019	DOVECOTE	GRANT	GRANT AWARD 2019 PART 2	£ 500	101205
18	26/04/2019	LITZ	GRANT	GRANT AWARD 2019	£2370	101206
19	26/04/2019	LEYS CDI	GRANT	GRANT AWARD 2019	£5000	101207
20	26/04/2019	PEGASUS SCHOOL	GRANT	GRANT AWARD 2019	£5000	101208
21	26/04/2019	AGNES SMITH	GRANT	GRANT AWARD 2019	£5000	101209
22	26/04/2019	OXFORD POLISH ASSOCIATION	GRANT	GRANT AWARD 2019	£1480	101210
23	26/04/2019	ARCH	GRANT	GRANT AWARD 2019	£ 850	101211
24	26/04/2019	WOMENS INSTITUTE	GRANT	GRANT AWARD 2019	£ 300	101212
				TOTAL OUTGOINGS	£24,520	

b) Clerk to arrange with signatories to sign cheques.

FC018/19

TABLE OF ACTIONS

	ACTION	FOR	WHEN
a	Circulate Grant process and meeting minutes	Clerk	Completed
b	Provide telephone number of Car-parking contact	DM	May Meeting
c	Source equipment for litter picks	TBA	TBA

d	Provide a list of grant awardee's	DM	TBA
e	Update Member of the public re; Harrow Road	Clerk	Completed
f	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting
g	Confirm figure and update at 18.30 before the next Parish Council meeting.	Clerk	May Meeting
h	Confirm Co-option process and contact potential Councillors	Clerk	ASAP
i	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
j	To provide contact details to the Chairman Community Payback	RH	May Meeting
k	To notify Natalie Oakley the Parish Council does not want to proceed with Parish Office	Clerk	05.05.2019
l	Request from Chairman to provide quote for cameras	DM	ASAP
m	Grant outcome letters and where applicable cheque to be raised	Clerk	ASAP
n	Meeting with signatories to sign grant checks	Clerk, Chairman & JW	ASAP

FC019/19

DATE OF NEXT MEETING

To note the date of the next meeting is Tuesday 28th May 2019 at 7.00pm

Meeting closed at 20.58

SIGNED: _____

Councillor John Dillon, Chairman 28th May 2019

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday 28th May 2019, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: **Parish Councillors:** John Dillon (Chair), Mark Franks, Olamide Oladejo, Ewa Gluza, Peter Nowland, and Deborah McIlveen.

OTHER COUNCILLORS: **City Councillors:** Linda Smith
County Councillor: Deborah McIlveen

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

OTHERS PRESENT: **Oxford City Council Communities and Neighbourhoods:** Vivienne Glynn and Joe Alett.
Catalyst: Sue Cooper
Members of the Public: Nine members of the public.

APOLOGIES: The following apologies were received:
Parish Councillors: Sue Funge and Jayne Watson.
City Council Councillors: Rae Humberstone, Hosnieh Djafari-Marbini and Sian Taylor.
Thames Valley Police: PS 3833 Leon Astley and PCSO C8375 Ehab Shahab.
Oxford City Council Communities and Neighbourhoods: Hollie Tuckwell.

FC020/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None

FC021/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the Parish Council Meeting held on 30th April 2019

FC022/19 **PUBLIC PARTICIPATION**

a) Discussions were held regarding speed cameras on the estate. It was previously agreed by the Parish Council at the April 2018 meeting, minute number 18/3 '*to purchase two solar speed cameras at £1,799 each. Permission will be sought from relevant authorities to put them up*'.
It was commented this particular model of camera is good, as the speed limit can be set, the camera then counts the amounts cars that pass over the speed limit.
It was noted the Oxford Traffic Technician would be able to assist with a consultation, and the locations of Cuddesdon Way, Field Avenue, Grenoble Road and Blackbird Leys Road were identified as areas that may benefit from having the cameras.
Action: Clerk to follow up

b) Invitation for all to join the '**Sprucin' up Greater Leys**' Community Litter Pick twice a month, rendezvous at Stone Hedge, Fry's Hill.
Contact Maya on mkapsoka@hotmail.com
Search 'Sprucin' up Greater Leys' on Facebook groups
Action: Clerk to circulate with minutes

FC023/19 **Sue Cooper**
Catalyst
Reported back from the Community Planning Weekend held at the Barn Friday 10th and Saturday 11th May. Around 60 people came to the event, and 40 people engaged via the pop-ups outside Knights Road outside the shops.

The Community Planning Weekend was to find out what works well, what works less well, and what the ideas are for the future in the Community. The attendees broke into small groups, and were thinking about Community Facilities, Green spaces and how people move around estate and made sure the architects were aware of this.

The findings of the Community Planning Weekend will be reported back on Thursday 18th June 6pm- 8pm in the Jack Argent Room at the Blackbird Leys Community Centre, there will be drawings from the Community Planning Weekend available to see.

Information will be uploaded on to the Catalyst website for those who cannot attend the meeting on the 18th June <https://www.chg.org.uk/development-regeneration/regeneration/blackbird-leys-district-centre-and-knights-road/> this will include feedback regarding questionnaires. Catalyst will be distributing flyers to advertise the event.

There will also be an article in the Leys News

Catalyst have visited different groups on the estate including Windale and Northbrook houses, Longlands, Mabel Prichard and Windale Schools.

Friendleys, Leys Matters, CDI and the CDI Youth have meetings coming up.

FC024/19

CHAIRMAN'S REPORT

No report this month due to personal circumstances.

FC025/19

PCSO, COMMUNITY RESPONSE OFFICERS AND POLICE REPORTS

Vivienne Glynn

Community Response Team

- a) **Door to door** - It was commented it would be very beneficial for Parish Councillors to receive feedback from CRT of the findings from the door to door knocking exercise. The door to door knocking exercises have so far taken place on Pegasus Road and Field Avenue.
It was suggested the Greater Leys area namely around Fry's Hill and Spindleberry Parks would benefit for this exercise next.
It was suggested the door knocking would make a good article for the Leys News.
- b) **Team Update** - an update was provided regarding the change in dynamics. CRT Team 2 are covering OX3 and OX4, the team members will rotate attending the Parish Council Meetings to provide updates.
Introduction of new team member Joe Alett.
- c) This month's report detailed 28 cases reported to the service by members of the community. 14 cases in Blackbird Leys and 14 Greater Leys, majority of the cases were noise related, which is common through-out Oxford.
There are 2 operations in Blackbird Leys involving modern day slavery.
- d) CRT have a stand at the Leys Fun Day.

COMMUNITY PARTNERSHIP REPORT

None

FC026/19

PARISH COUNCILLORS' REPORTS

CLlr McIlveen

- d) Regular walkabout takes place from the Leisure Centre at 08.30am on Thursday 30th June, considering to walkaround Spindleberry Park this week.
- e) Complaints received from residents regarding the mini motors on the estate.

FC027/19

CLlr Nowland

- d) Complaints from residents regarding letters from Oxford City Council concerning builder's rubble in their blue bins. These letters were not accurate, and further to contacting the Council an apology letter was sent to those involved.

FC028/19

CLlr Gluza

- a) Thanked all that attended the Diversity Picnic, there was excellent support from the Community as around 300 people attended.
- b) Attended the regeneration Community Planning Weekend at the Barn.
- c) Advised local residence on the European election process.

FC029/19

CLlr Franks

No update this month due to being unwell.

FC030/19

CLlr Oladejo

No update this month due to being unwell.

FC031/19

REPORT FROM OXFORD CITY AND COUNTY COUNCILLORS

CLlr McIlveen

- a) The County Council has their Annual Meeting and CLlr McIlveen is now in the Shadow Cabinet, and is Shadowing an Independent Councillor from Cholsey.
- b) At the Annual Meeting CLlr McIlveen raised questions surrounding Health and Social Care namely over-subscribed Children Services in the Parish. Children from the estate are still not able to attend the local school, and are forced to take public transport to Abingdon.
- c) Has attended some of the Regeneration Project meetings.
- d) Concerns surrounding the Windrush Generation and how it has affected people on the estate, as there have been cases locally where people have been deported. This has made people who genuinely have a right to stay in the U.K scared, and they are fearful to go to the doctors or use other services for fear they will be deported. There is support in the community, as Anneliese Dodds the MP for East Oxford has signed a pledge not to report people to the Home Office if they need help or are unsure about their status, she can be contacted via her website <https://www.anneliesedodds.org.uk/> or her email address anneliese.dodds.casework@parliament.uk
- e) Mr Charles is a local man who is helping people in this situation, there is a meeting on Saturday 15th June at the Glow Hall . This meeting is supported by Oxford Stand-up against Racism, Leys Matters and an Oxford Afro Caribbean group.
- f) Local economics partnership – exploring the wealth of the county. How we can help those who work but do not received any support, they do not have enough money to live and need to use the foodbank. Discussions were held surrounding the Oxford living wage.

FC032/19

CLlr Smith

- d) Parking is still an issue on the estate, in the process of arranging a date for a consultation with the Oxford Traffic Technician for Druce Way and Harebell Road. There are concerns safety surrounding Pegasus School, greater parking restrictions are required as it is not safe at the moment. The City Council are implemented resident parking permits for the bays on City Council land at Druce Way. Double yellow lines are needed.
- e) A planning application is going to the Planning Committee at City Council for 27 new spaces at Furlong Close, this should alleviate the parking issues.
- f) Discussion were held surrounding the City Councils Contact Centre hours reducing to close at 5pm instead of 6pm.

FC033/19

TO THE FOLLOWING PLANNING APPLICATIONS

Applications: were considered:

- a) **Application No:** 19/009/989/FUL DEL
No objection
- b) **Application No:** 19/01047/FUL DEL
No objection
- c) **Application No:** 19/01055/FUL DEL
Shared concerned raised by the Planning Officer over parking.
Action: Clerk to update planning department
- d) **Application No:** 19/01081/FUL DEL
No objection
- e) **Application No:** 19/01119/VAR DEL
No objection
- f) **Application No:** 19/01220/FUL DEL
Shared concerned raised by the Planning Officer over parking.
Action: Clerk to update planning department
- g) **Application No:** 19/01271/FUL DEL
No objection
- h) **Application No:** 19/01142/CT3 COMM
No objection

FC034/19

CO-OPTION

It was **RESOLVED** by unanimous vote to co-opt Anthony Church on the Parish Council

FC035/19

ELECTION OF THE CHAIRMAN

It was **RESOLVED** by unanimous vote for Cllr Dillon to be re-elected as Chairman of the Parish Council.

Cllr Dillon forwarded himself as was seconded by Cllr Church.

FC036/19

ELECTION OF THE VICE CHAIR

It was **RESOLVED** by unanimous vote for Cllr Nowland to be elected as Vice Chairman of the Parish Council.

Cllr Nowland forwarded himself and was seconded by Cllr McIlveen.

FC037/19

NOTICEBOARDS

Discussion were held to finalise the location of the Community Noticeboards; it was confirmed the suggested location were

- a) Outside Gregg's
- b) Outside the Doctors surgery
- c) Outside Swimming Pool

Action: Clerk to investigate and report back

a) **RAW**

It was **RESOLVED** by a unanimous vote to award a partial amount of the requested grant money of £3,000.00.

The Parish Council awarded this money using Section 137 from the Local Government Act 1972. To provide training for the Grounds Maintenance Service crew at RAW.

Action: Clerk to write letter and raise cheque for signing

b) **REDUCING THE RISK**

After discussions it was **RESOLVED** that regrettably the Parish Council do not have the power to award money for this project.

Action: Clerk to send letter confirming this

c) **LEYS NEWS**

It was **RESOLVED** by a unanimous vote to award the grant money of £3,200.00

The Parish Council awarded this money using the powers Newsletters from the Local Government Act 1972. To continue to support for the bi-monthly production of the Leys News.

Action: Clerk to write letter and raise cheque for signing

d) **GRANT SPEND**

Total Amount awarded 28.05.2019	£33,270.00
Total amount requested 2019	£38,270.00

- a) Noticeboard locations
- b) Speed camera prices
- c) Oxford Traffic Technician consultations

DATE	PAYEE	INFORMATION	TOTAL	NUMBER
28/05/2019	Clerk Salary	Salary	£616.70	101213
28/05/2019	Clerk Expenses	Expenses	£113.80	101214
28/05/2019	Oxford City Council	Room Hire	£20.00	101215
28/05/2019	Orinoco	Leys Fun Day	£325.00	101216
28/05/2019	Muzo Academy	Leys Fun Day	£265.00	101217
28/05/2019	INIJA	Leys Fun Day	£150.00	101218
28/05/2019	HMRC	HMRC	£112.73	101219
28/05/2019	WIX	Website		Clerk Expenses
28/05/2019	Friendleys	Grant 2018	£192.00	101220
28/05/2019	RAW	Grant	£3,000.00	101221
28/05/2019	Leys News	Grant	£3,200.00	101222
			£7,995.23	

FC041/19 ACTIONS

	ACTION	FOR	WHEN
1	Circulate Grant process and meeting minutes	Clerk	Completed
2	Provide telephone number of Car-parking contact	DM	TBA
3	Source equipment for litter picks	TBA	TBA
4	Provide a list of grant awardee's	DM	TBA
5	Update Member of the public re; Harrow Road	Clerk	Completed
6	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting
7	Confirm Friendly's grant figure and update at 18.30 before May Parish Council meeting.	Clerk	Completed
8	Confirm Co-option process and contact potential Councillors	Clerk	Completed
9	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
10	To provide contact details to the Chairman Community Payback	RH	May Meeting
11	To notify Natalie Oakley the Parish Council does not want to proceed with Parish Office	Clerk	Completed
12	Contact Oxford Traffic Technician re; speed camera and consultation as per May meeting	Clerk	ASAP
13	Send out Grant outcome letters from May meeting and where applicable cheque to be raised	Clerk	ASAP
14	Meeting with signatories to sign grant checks	Clerk, Chairman & JW	Completed
15	Contact planning department with May meeting update for PC	Clerk	ASAP

FC042/19 DATE OF NEXT MEETING

The note the date of the next meeting is Tuesday 25th June 2019 at 7.00pm
Meeting closed at 09.30

SIGNED: _____

Councillor John Dillon - Chairman

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday 25th June 2019, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: **Parish Councillors:** John Dillon (Chair), Peter Nowland (Vice Chair), Mark Franks, Ewa Gluza, Olamide Oladejo, Deborah McIlveen and Anthony Church.

OTHER COUNCILLORS: **City Councillors:** Linda Smith & Sian Taylor
County Councillor: Deborah McIlveen

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

OTHERS PRESENT: **Oxford City Council Communities and Neighbourhoods:** Hollie Tuckwell
Members of the Public: Two members of the public.

APOLOGIES: The following apologies were received:
Parish Councillors: Sue Funge and Jayne Watson.
City Council Councillors: Rae Humberstone and Hosnieh Djafari-Marbini.
Thames Valley Police: PS 3833 Leon Astley and PCSO C8375 Ehab Shahab.

FC043/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
Cllr McIlveen confirmed an interest in agenda item 11 a) Leys CDI Clockhouse grant application, and will abstain from voting.

FC044/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the Parish Council Meeting held on 28th May 2019.

FC045/19 **PUBLIC PARTICIPATION**
None

FC046/19 **CORRESPONDENCE**
For information

FC047/19 **CHAIRMAN'S REPORT**

- a) Internal Audit Report**
The Annual Return figures were presented.
The Internal Audit has identified the Parish is non-compliant.
The Internal Audit identified the areas that the Parish Council had recently worked on i.e. the new website and the grants process were compliant and to a good standard.
Clerk to circulate the Report to the Parish Councillors
- b) Community Centre Users Meeting**
The Chairman attended on behalf of the Parish Council, the meeting discussed the general use of the Community Centre.
- c) Speed Cameras**
Chairman met with the Oxfordshire Traffic Technician and discussed putting speed cameras on to lampposts around the Parish.
It was commented that the original quote (from April 2018 meeting, minute number 18/3 'to purchase two solar speed cameras at £1,799 each. Permission will be sought from relevant authorities to put them up'). Was significantly cheaper than the more recently submitted quote, as the earlier quotation was for different type of device. The original quote is now being pursued via an alternate route to the Oxfordshire Traffic Technician.

d) Clockhouse Project Presentation

The Chairman attended the presentation and was impressed with the positive comments from the people using the service. It was noted the Dawn Williams in doing a fantastic job.

e) Noticeboards

The Chairman has been to RAW and has seen the noticeboards, they are looking fantastic, there will be discussions later on in meeting as next steps to organise the location and installation.

f) Leys Fun Day

Chairman has requested that as many Councillors as possible to attend.

g) Hedges

There are a number of hedges that are overgrown around the Parish, it was commented that these should be reported to Stuart Fitzsimmons at the Parks Department.

Chairman to send photographs to Cllr Smith to follow up.

h) Tall Trees

There is a tall tree in the Parish that is 3 houses tall, the residents are concerned it may fall and damage their property.

It was commented there is a department that checks out trees of concern.

Chairman to send details to Cllr Smith to follow up.

FC048/19

PCSO, COMMUNITY RESPONSE OFFICERS AND POLICE REPORTS

Hollie Tuckwell

Community Response Team

e) Next Community Partnership Meeting Thursday 18th July 09.30 – 11.30 at the Barn.

f) Sergeant Astley of Thames Valley Police is leaving for a promotion to the Mounted section. Once a replacement has been recruited HT will update the Parish Council.

FC049/19

COMMUNITY PARTNERSHIP REPORT

None

PARISH COUNCILLORS' REPORTS

FC050/19

Cllr Oladejo

a) Dog fouling has started again, particularly on the grass by the park.

b) Dogs are also not on the leashes; it was commented that the estate does not have a patrolling dog warden.

FC051/19

Cllr Gluza

d) Rubbish

Has been reported dumped at the end of Blackbird Leys shops, it included 3 mattresses.

Cllr Gluza has taken photographs.

It was commented to contact Streetscene and to send the photos to them, as if there is enough evidence the perpetrators can be prosecuted.

They will also remove the rubbish.

e) Wroclaw, Poland

Has spent 4 days in Wroclaw, Poland meeting different groups. There are lots of opportunity for children as they specialise in child activities and Leadership programmes, this connection is to exchange different ideas.

In February 2020 the local School in Wroclaw and Blackbird Leys have the same holiday week, and Cllr Gluza hopes to take some children from the Parish to Poland to experience these workshops, this is open to all children that are 10 years and over.

f) Leys Fun Day

Cllr Gluza has invited the Churchill Hospital Paediatric Department, they are attending with some activity for children and parents.

Also, to thank Martin and Hollie for organising the Leys Fun Day, it hopes to be a fantastic community integration day.

g) Apologies received for next month's meeting for Cllr Gluza.

FC052/19

Cllr Franks

a) Clockhouse Project Presentation

Has attended the Clockhouse Project Presentation with the Chairman.

b) Tagging

Whilst on the walk-about noticed a lot of tagging on the estate, that appears to be the same tagger.

c) Rubbish

Has reported rubbish on the estate to the relevant team via the website.

d) Dead Animal

Found a dead fox and reported it fix-my-street (suspected it could have been poisoned) it was removed the next morning.

FC053/19

Cllr McIlveen

a) Speed Cameras

Following up from last month's meeting the cameras quoted for were battery powered devices, and are bought from the County Council.

b) Pegasus Primary School

- i. Has been vandalised by bleach being thrown around, this has been reported to the police and an arrest was made.
- ii. Are one of two schools from Oxford that has been used as an example of a good school.
- iii. The new Headteacher is doing a great job, however is pregnant so there will be an interim Head put in place.

c) CDI Youth

Are planning their Summer Programme, this has been funded by various sources.

FC054/19

Cllr Church

a) PRT Meeting

Cllr Church will attend the PRT meeting on behalf of the Parish Council.

b) Fly Poster

There has been an increase in fly postering on the estate, this had been reported and the posters have been removed.

Cllr Church has a contact and will continue to monitor and report any further occurrences.

c) Speed Cameras

A speed camera has been sourced via Maggie Lewis from neighbourhood watch.

There is a Speed Indicator Devices available for use, free of charge provided by Thames Valley Police. Although at present it is being repaired.

There has been training offered to Maggie Lewis and Cllr Church, and Thames Valley Police will send a letter to any offenders.

The Parish can purchase speed guns, and can set-up a speed watch up anywhere, but Thames Valley Police cannot follow-up. However, usually drivers slow down when they see speed watches and this acts as a deterrent.

d) Bike Thefts

Many reports of bike thefts in the Parish and surrounding areas, Maggie Lewis from the Neighbourhood Watch has negotiated 10% discount on bike accessories such as

locks for people in the parish. Anyone can apply for a discount card and it can be used in the local cycle shops.

Cllr Church will forward the details to the clerk

e) Crime Report

Concerns were raised regarding a recent report showing 73% of logged crime was closed down as 'Without any further action being taken'.

FC055/19

Cllr Nowland

e) Druce Way Parking Complaints

Enforcement Officer is ticketing but is not deterring members of the public from parking.

f) Fly tipping

A set of seats had been dumped at the Balfour Road bus stop, this was reported and have now been removed.

REPORT FROM OXFORD CITY AND COUNTY COUNCILLORS

FC056/19

Cllr McIlveen

a) Surface Dressing

A notification has been circulated regarding new road surfacing. Garsington Road, Watlington Road and other roads on the estate. The treated roads will then be fit for 10 years.

b) Living Wage

The Growth Board is exploring the Oxford Living wage, taking into account families on 'in work' benefits. Pay is a major issue in relation to housing costs. There is formula that can be used and the County Council are being invited to explore this.

c) Windrush Meeting

Local people have been involved with looking at the hostile environment, and it is becoming a growing community concern.

d) Traffic Sensitive Streets

The Parish doesn't have very many. However, this would enable advance notifications for road works.

e) Regeneration

The consultations have taken place, and we are awaiting the feedback on the findings.

FC057/19

Cllr Taylor

a) Graffiti

Cllr Taylor has also had a complaint with regards to graffiti on the estate. It was noted that Polly Smart is the Graffiti Officer at Direct Services, and is the best contact to report graffiti to.

Cllr Taylor will contact Polly Smart to come and have a walk-about the estate.

b) Fly-tipping

Encouraged anyone who sees any items on the estate to report straight away online, it was noted that photos are taken upon removal and if there is any evidence that can identify perpetrator their details are passed on to the police.

c) Regeneration

Attended a meeting last week and found the plans interesting and impressive.

d) Apologies received for next month's meeting for Cllr Taylor.

FC058/19

Cllr Smith

a) Windrush Meeting

Attended the meeting it was really well attended and interesting. There were discussion surrounding the impact of immigration and asylum, not just for recent migrants but those who had been here for decades.

Cllr Smith hopes to be involved with this moving forward.

b) Big Lunch at Friendly's

Attended the event it was great to see everyone enjoying themselves, Oxford City Council and Good Food Oxford were in attendance.

Well done to Cllr Nowland for organising the event.

c) Ward Allowance – Minibus

Longlands have reached their target and have purchased the minibus, Cllr Smith awarded £1500 of the ward allowance when first elected to the minibus fund. It is great the rest of the money has been raised, and it will be good to see the minibus driving around the Community, it will also make a real difference for those using the bus.

d) Ward Allowance – Blackbird FC

Cllr Taylor and Cllr Smith have both awarded £500 towards the Blackbird Football Club, to assist them using the facilities in the Parish.

e) Ward Allowance - Twinning

Funded £100 for two youngsters from Blackbird Leys to go on to a drama exchange twinning trip to Grenoble.

f) Parking

The Traffic Engineer, Chairman and Cllr Smith had a walk-around Druce Way, Pegasus Road and Harebell Road and were chatting with residence regarding parking issues. The Traffic Engineer will be designing a scheme, and there will be further consultations with the residence.

Cllr Smith will ask for Balfour Road to be included with the Traffic Engineer.

g) Pegasus School

There will be an increase in the amount of double yellow lines, to assist the minibus getting in and out of the school. There will also be additional 'no parking' areas to make crossing safer.

h) Planning Application

Has been submitted for parking area on the corner of Balfour Road and Blackbird Leys Road.

FC059/19

TO THE FOLLOWING PLANNING APPLICATIONS

Applications: were considered:

1) 18/02401/OUT COMM

Outline application (seeking the approval of access, landscaping, layout and scale) for the demolition of a bungalow and MOT garage and erection of proposed mixed-use development comprising 9 x 2 bed flats, 257 sq. m of B1 office space and associated car parking, cycle parking, bin stores and landscaping (AMENDED)

a) Outcome

It was commented that there were no objections to this development.

However, there were concerns raised that it could be an under development of the site. It was commented that it would be good to have a 'car club car' bay on this development.

2) 19/01240/FUL DEL

Insertion of 1no. windows to rear elevation.

a) Outcome

No objections

3) 19/01271/CT3 COMM

Erection of a 1 x 3-bed and 1 x 5-bed dwelling (Use Class C3). Provision of private amenity space and car parking.

a) Outcome

No objections

4) 19/01417/CEU DEL

Application to certify that the existing outbuilding for ancillary use to main dwelling and insertion of solar panels to roof of outbuilding is lawful development.

a) Outcome

No objections

5) 19/01490/CT3 COMM

Demolition of 2no existing brick sheds.

a) Outcome

No objections

6) 19/01573/H42 DEL

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 5.55m, for which the maximum height would be 3.48m, and for which the height of the eaves would be 2.35m.

a) Outcome

No objections

FC060/19

ANNUAL AUDIT

We are non-compliant and there is a need for additional work to be carried out by the Clerk in order to rectify this.

The Parish Council **AGREED** to appoint an Internal Auditor to work with the Clerk.

FC061/19

GRANT APPLICATIONS

e) CDI Clockhouse

It was **RESOLVED** by a unanimous vote to award the full requested amount of grant money of £4,365.00.

The Parish Council awarded this money using Section 137 from the Local Government Act 1972. For transport, phone bills, publicity and stationery, telephone, Zumba (sessions X 20), and refreshments for all activities.

Clerk to write letter and raise cheque for signing

FC062/19

NOTICEBOARDS

- a)** Catalyst have confirmed with Hollie Tuckwell to provide a noticeboard as part of the regeneration.

HT to clarify and update Parish Council

- b)** Hollie Tuckwell offered to contact Mandy and find out where there are existing noticeboards across the Parish.

HT to update Parish Council

- c)** Hollie Tuckwell offered to access land registry and confirm the land owners of the 3 new noticeboard sites.

- 1.** Outside Gregg's
- 2.** Outside the Doctors surgery
- 3.** Outside Swimming Pool

HT to update Parish Council

- d) Cllr Nowland commented it was previously agreed that one of the noticeboards were going to be dedicated to Jennifer Pegg.

FC063/19

SIGNATORIES

- a) It was **AGREED** for Cllr Nowland, Cllr Gluza and Cllr Oladejo to be added as signatories on the Parish bank account.

Clerk to organise paperwork

FC064/19

FREE LITTER BINS

- a) It was discussed that we need to check that any free litter bins would be emptied by the Council along with the other bins.

Clerk to check with Sue Davies at Direct Services and report back.

FC065/19

ITEMS FOR NEXT MONTHS AGENDA

- d) Speed Camera updates Cllr Church
- e) Noticeboard update from HT
- f) Website approval to be minuted
- g) Actions from last meeting

FC066/19 CASHBOOK

It was **AGREED** to pay items listed below

DATE	PAYEE	INVOICE NO	ITEM	CHEQUE NO	AMOUNT
25/06/2019	SALARIES	SEE TIMESHEET	SALARY	DD	£616.70
25/06/2019	OXFORD CITY COUNCIL	51343407	JULY ROOM	DD	£20.00
25/06/2019	CLERKS EXPENSES	SEE TIMESHEET	DROPBOX .GOV MAILBOX & MARCH EXPENSES	101226	£145.00
25/06/2019	SLCC	PRINT OUT	CLERKS TRAINING - CILCA	101228	£100.00
25/06/2019	VIKING	697899	STATIONARY	101229	£36.68
25/06/2019	VIKING	809383	STATIONARY	101229	£51.41
25/06/2019	VIKING	768508	STATIONARY	101229	£32.71
25/06/2019	CDI CLOCKHOUSE	Jan 2018 17/128	GRANT 2 of 2 (2018 - 2019)	101230	£521.05
25/06/2019	THE RED CORNER	5083534	PARISH PRINTING	101231	£12.73
25/06/2019	BUCKNELL CREATIONS	BC425	WEBSITE 2/2	101232	£250.00
25/06/2019	OXFORD CITY COUNCIL	51345087/5	COMMUNITY CENTRE PRINTING	101233	£52.00
25/06/2019	HMRC	ONLINE	EMPLOYEE CONT	101234	£112.73
25/06/2019	EARTH TRUST	136	LEYS FUN DAY	101235	£308.40
25/06/2019	BRIGHT SPARKS	Inv BSE-LEYSF19-6HW	LEYS FUN DAY	101236	£330.00
25/06/2019	GO KART PARTY	Inv GKP0174	LEYS FUN DAY	101237	£450.00
25/06/2019	SKINS AND FEET	Inv 216	LEYS FUN DAY	101238	£200.00
25/06/2019	LEYS CDI - CLOCKHOUSE	GRANT	GRANT	101239	£4,365.00
25/06/2019	VIKING	Inv: 901927	STATIONARY	101240	£62.45
				Total	£7,666.86

FC067/19 ACTIONS

Minutes Reference	ACTION	FOR	WHEN
2	Provide telephone number of Car-parking contact	DM	TBA
3	Source equipment for litter picks	TBA	TBA
4	Provide a list of grant awardee's	DM	TBA
6	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting
9	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
10	To provide contact details to the Chairman Community Payback	RH	May Meeting
12	Contact Oxford Traffic Technician re; speed camera and consultation as per May meeting	Clerk	ASAP
13	Send out Grant outcome letters from May meeting and where applicable cheque to be raised	Clerk	ASAP
15	Contact planning department with May meeting update for PC	Clerk	ASAP
FC047/19 a) Internal Audit	Clerk to circulate the Internal Audit Report to Parish Councillors	Clerk	ASAP
FC047/19 g) Hedges	Chairman to send photographs to Cllr Smith to follow up.	Chairman/LS	ASAP
FC047/19 h) Tall Trees	Chairman to send details to Cllr Smith to follow up.	Chairman/LS	ASAP
FC054/19 d) Bike Thefts	Cllr Church will forward the details to the clerk	AC/Clerk	ASAP
FC057/19 a) Graffiti	Cllr Taylor will contact Polly Smart to come and have a walk-about the estate.	ST	ASAP
FC058/19 f) Parking	Cllr Smith will ask for Balfour Road to be included with the Traffic Engineer.	LS	ASAP
FC061/19 a) Grants	Clerk to write letter and raise cheque	Clerk	ASAP

Minutes Reference	ACTION	WHO	WHEN
FC062/19 a) Noticeboards	Confirm Catalyst offer of a noticeboard as part of the regeneration.	HT	ASAP
FC062/19 b) Noticeboards	To contact Mandy and find out where there are existing noticeboards across the Parish.	HT	ASAP
FC062/19 c) Noticeboards	To access land registry to confirm the land owners of the 3 new noticeboard sites	HT	ASAP
FC063/19 a) Signatories	Clerk to organise new signatories to be added to Parish bank account	Clerk	ASAP
FC064/19 a) Litter bins	Clerk to check with Sue Davies at Direct Services and report back.	Clerk	ASAP

FC068/19 DATE OF NEXT MEETING

The note the date of the next meeting is Tuesday 30th July 2019 at 7.00pm
Meeting closed at 20.37

SIGNED: _____

Councillor John Dillon - Chairman

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday 30th July 2019, at 7.00 pm in the Community Centre,
Blackbird Leys Road, Blackbird Leys, Oxford.

Not at quorate no meeting held.

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday 27th August 2019, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: **Parish Councillors:** John Dillon (Chair), Peter Nowland (Vice-Chair), Mark Franks, Ewa Gluza, Olamide Oladejo, and Anthony Church.

OTHER COUNCILLORS: **City Councillors:** None
County Councillor: None

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

OTHERS PRESENT: **Members of the Public:** 3

APOLOGIES: The following apologies were received:
Parish Councillors: Sue Funge, Jayne Watson and Deborah McIlveen.
City Council Councillors: Hosnieh Djafari-Marbini, Sian Taylor and Linda Smith.
County Councillor: Deborah McIlveen.
Community Response Team: Nicholas Prior
Oxford City Council Communities and Neighbourhoods: Hollie Tuckwell

FC069/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None.

FC070/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the Parish Council Meeting held on 25th June 2019.

FC071/19 **PUBLIC PARTICIPATION**

- a) Maya attended to advise all **'Sprucin' up Greater Leys'** twice a month litter picking will be commencing again.
We can subscribe to the Facebook page **'Sprucin' up Greater Leys'** or contact mkapsoka@hotmail.com for more information.
- b) Mr. Charles attended and updated all on the **'One Justice Event'** - end the hostile environment summer gathering. An event that took place on Monday 26th August from 3pm-7pm.
The event was well attended, and the speakers included MP Annalise Dodds, County Councillor Deborah McIlveen, City Councillor Hosnieh Djafari-Marbini along with members from the community.
A positive message has gone out to the estate offering advice and support on recent changes to immigration.
- c) Robert Davies attended after seeing an advertisement in the Leys News for Parish Councillors, he is keen to join the Parish Council. Robert is involved with the **'Oxford Hoops'** basketball group and wants to work with the youth on the estate to make a positive difference to their futures.

FC072/19 **CORRESPONDENCE**
For information, please contact the Clerk if you require any further information.

FC073/19 **CHAIRMAN'S REPORT**

- i) **Grass Cutting on the Estate**
The grass cutting around the estate is of a good standard and completed regularly. However, the grass around the parking bays on the estate is being missed. This is causing issues when cars are pulling out as they cannot see the

road. This has been reported to the Parks Department, and the Chairman will follow up.

j) Speed Cameras

There were discussions regarding the original speed camera solution from April 2018 meeting, minute number 18/3 *'to purchase two solar speed cameras at £1,799 each. Permission will be sought from relevant authorities to put them up'*.

There have been additional factors to consider such as -

- i. Trying to fix the camera there are factors such as the age of the lamppost as if it is too old the Parish Council would need to pay to have the lamppost upgraded. Approximately £1000.
- ii. Concerns regarding the cameras being fixed as people will learn where they are slow down for them.
- iii. Potential vandalism of the cameras if they are fixed.
- iv. Cost to maintain and replace parts.

The Community Speed Watch program on the estate provides the cameras and training. They look for 'hotspots' on the estate as they are mobile and can target a different area each time. The Community Speed Watch also records the details of the speeders and passes to the Police who can be issued with a warning letter.

It was **AGREED** to invite those involved in the previous decisions making and a representative from The Community Speed Watch program to attend the September meeting to discuss the options.

Action: *Chairman to contact and invite the previous decision-makers and Cllr Church to invite a representative from The Community Speed Watch Programme to the September Parish Council Meeting.*

k) Noticeboards

There were discussions regarding the locations to install the Parish Council Noticeboards.

Hollie Tuckwell had updated the Clerk before the meeting regarding the proposed located and confirmed it would be easier to obtain planning permission on Oxford City Council Land. Also, there was already a noticeboard by the Sports Centre so it would be unlikely that another would be granted.

Further discussions were held to identify an additional location as the Sports Centre was no longer an option.

It was **AGREED** to seek planning permission for

- i. Outside the shops at Dunnock Way, Oxford OX4 7EX
- ii. Outside the shops at Blackbird Leys Rd, Oxford OX4 6HS
- iii. Outside the shops at Balfour Rd, Oxford OX4 6AG

Action: *Clerk to arrange planning permission for the above sites asap*

FC074/19

PCSO, COMMUNITY RESPONSE OFFICERS, AND POLICE REPORTS

None

FC075/19

COMMUNITY PARTNERSHIP REPORT

None

PARISH COUNCILLORS' REPORTS

FC076/19

Cllr Gluza

c) One Justice Event

Attend the event and was impressed with the local speakers.

d) Settled Status Event

Saturday 21st September 2019 from 15.30 – 17.30

At Rose Hill Community Centre to give people information on obtaining settled status in the UK.

The event has a £1 entrance fee to cover the cost of hiring the centre, but there is free tea, coffee, and cake.

FC077/19

Cllr Franks

a) Car Wash

There have been reports of rubbish being dumped in the vicinity of the Car-Wash at Watlington Road.

Some of the Councillors will monitor and try and establish who is dumping the rubbish. Any dumped rubbish will be reported to the Community Response Team.

FC078/19

Cllr Oladejo

a) Speeding on the Estate

There is great cause for concern with drivers speeding on the estate, a recommendation of a 'hot spot' has been made, this has been passed on to the Community Speed Watch program via Cllr Church.

FC079/19

Cllr Church

a) Fly Tipping

There has been an upsurge in fly-tipping, and there has been a company recently prosecuted and fined for fly-tipping on the estate.

There are issues with the Oxford City Council turn-around times when refurbishing properties and leaving rubbish outside. This is leading to others thinking it is acceptable to do the same.

Cllr Church reiterated these concerns at a meeting with Bill Graves, Head of Services at Oxford City Council. It was recommending that Street Scene remove any leftover refurbishment material straight away, and these points have been noted.

b) Graffiti

There is still an ongoing war with graffiti tagging, it is being monitored and reported to the relevant department for removal. Oxford City Council graffiti team will remove

FC080/19

Cllr Nowland

a) Parking

Residents have complained about the parking permits implemented to resolve the parking issues in Druce Way. They are unhappy as they now have to pay an annual fee to park in front of their property, as this was free before.

b) Parked Cars

There was an incident where parked cars blocked the access to Longlands Care Home, the fire brigade attended and explained if there had been a fire, they would not be able to gain access.

c) Rubbish

There have been cardboard drums dumped in the parking bays at Druce Way, Cllr Nowland reported to Street Scene so they can be removed.

d) Holy Family Church

The church has been made into a Grade 2 listed building on 12th August 2019. There are concerns from the residents that this may affect the church obtaining funding for necessary maintenance.

Action: Chairman to investigate and report back.

Update sent by email

FC081/19

Cllr McIlveen

a) Speed Cameras

As reported previously the costs quoted previously are too much.

Suggests the Parish may want to consider other options, such as the portable similar to Garsington that can be attached to lampposts or the handheld such as used by Cllr Church

b) Rubbish

On-going reporting of rubbish to Street Services.

c) Community Groups

CDI Youth had a successful Summer Programme and end of summer show last Friday. Young people made films, dance, and music and are fantastic. CDI is making progress with work on funding and getting more staff.

d) One Justice Event

Held a successful event at the Community a Café. Good turnout and local MP and other local people speaking about the impact of the hostile environment and Brexit on local people in Blackbird Leys and Oxford.

There is a need to make sure that people feel safe to get advice and information about their immigration status. The event had music, local singers and stalls.

REPORT FROM OXFORD CITY AND COUNTY COUNCILLORS

FC082/19

Cllr Djafari-Marbini

a) One Justice Event

Is very excited to be part of the launch of One Justice a local grassroots campaign against the hostile environment.

b) Oxford's First Migrant Champion

Has been announced as Oxford's First Migrant Champion, and will be working with migrants and refugees, helping them to access and connect with local services and advice centers, and ensuring their needs are considered and voices heard in council policy.

https://www.oxford.gov.uk/news/article/1128/oxford_s_first_migrant_champion_announced

FC083/19

Cllr McIlveen

a) No meetings in August

b) Pegasus Road - Flat Fire

Follow up work with 11 households made homeless by the fire.

1 household has been rehoused. Others are in hotel rooms without cooking and washing facilities or a fridge. They have been there for over 8 weeks and this includes 2 households with children. Councillors are following up with Catalyst to change this as quickly as possible.

c) Casework

- i. More housing casework and work with City Councillors.
- ii. Immigration and racism casework.

d) 6 Youth Worker Posts

More work to agree on criteria for 6 youth worker posts for Oxfordshire. These posts are funded for 2 years.

The next Full Council meeting is in September.

Website

- a) It was **AGREED** to 'go live' with the new website, and for it to be linked to google so it can be easily accessible to the public. The old website is to be taken down, so there is only one website.
- b) Discussions were held surrounding taking photographs of all Councillors and also to ensure there are email addresses added.
- c) Discussions were held regarding additional works to the website, these will be addressed once other issues i.e. noticeboards, speed cameras have been completed.

Action: Clerk to connect the new website to Google. Chairman to make arrangements to access the old website and takedown from the internet.

DRAFT

TO THE FOLLOWING PLANNING APPLICATIONS

Applications: were considered:

Application Reference and description	Address	Deadline	Outcome
1. 19/01948/FUL DEL Demolition of existing porch. Erection of a porch to front elevation and extension of the canopy.	11 Sorrel Road, Oxford Oxfordshire, OX4 6SG	27.08.2019	No objections
2. 19/01919/FUL DEL Replacement UPVC windows, doors and soffits.	52 And 53 Falcon Close, Oxford, Oxfordshire OX4 6EZ	30.08.2019	No objections
3. 19/01968/FUL DEL Demolition of existing garage. Erection of 1 X 2-bed dwelling (Use Class C3)	29 Sawpit Road, Oxford OX4 6BD.	02.09.2019	No objections
4. 19/01977/FUL DEL Replacement UPVC windows, doors and fascia/soffits	54-55 Falcon Close, Oxford, Oxfordshire OX4 6EZ	30.08.2019	No objections
5. 19/01978/FUL DEL Replacement UPVC windows, doors and fascia/soffits.	56-57 Falcon Close Oxford Oxfordshire OX4 6E	30.08.2019	No objections
6. 19/01729/FUL DEL Change of use of dwelling house (Use Class C3) to a House in Multiple Occupation (Use Class C4). Provision of bin and cycle stores and 2no. car parking spaces. Removal of door to north elevation and insertion of the door to west elevation (amended plans) (amended description).	160 Sandy Lane Oxford OX4 6LQ	28.08.2019	No objections
7. 19/02022/FUL DEL Erection of a front porch and a first floor rear extension.	12 Longlands Road Oxford OX4 6BP	07.09.2019	No objections

8. 19/01849/ADV DEL Display of 5no. internally illuminated fascia signs and 3no. non-illuminated fascia signs. Display of 3no. free standing signs.	Unit 5 Oxford Retail Park Ambassador Avenue Oxford, Oxfordshire OX4 6XJ	15.09.2019	No objections
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FC086/19 -CASHBOOK – JULY and AUGUST PAYMENTS

DATE	PAYEE	INVOICE NO	ITEM	CHEQUE NO	AMOUNT
30/07/2019	CLERK	SEE TIMESHEET	SALARY	S/O	£616.20
30/07/2019	OXFORD CITY COUNCIL	51349266/8	ROOM HIRE - AUGUST	S/O	£20.00
30/07/2019	OXFORD CITY COUNCIL	51345090/1	ROOM HIRE – APRIL	101245	£20.00
30/07/2019	CLERK	SEE TIMESHEET	OVERTIME JUNE	101241	£284.40
30/07/2019	CLERK	SEE TIMESHEET	OVERTIME JULY	101242	£568.80
30/07/2019	OALC	W-853	Councillor TRAINING - R&R AT	101243	£102.00
30/07/2019	JANE OLDS	JO84	INTERNAL AUDITOR - ADDITIONS	101244	£90.00
30/07/2019	JANE OLDS	JO82	INTERNAL AUDITOR - MILEAGE	101244	£11.34
25/08/2019	CLERK	SEE TIMESHEET	SALARY	S/O	£616.20
27/08/2019	CLERK	SEE TIMESHEET	OVERTIME AUGUST	101255	£369.72
27/08/2019	OXFORD CITY COUNCIL	51352199 / 5	ROOM HIRE – AUGUST	S/O	£20.00
				Total	£2, 718.66

FC087/19 – MEETING ACTIONS

Item No	Minutes Reference	ACTION	FOR	WHEN
1	2	Provide a telephone number of Car-parking contact	Cllr McIlveen	TBA
2	3	Source equipment for litter picks	TBA	TBA
3	4	Provide a list of grant awardee's	Cllr McIlveen	TBA
4	6	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting
5	9	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
6	10	To provide contact details to the Chairman Community Payback	Cllr Humberstone	May Meeting
7	12	Contact Oxford Traffic Technician re; speed camera and consultation as per May meeting	Clerk	N/a
8	13	Send out Grant outcome letters from May meeting and where applicable cheque to be raised	Clerk	Complete
9	15	Contact planning department with May meeting update for PC	Clerk	Complete
10	FC047/19 a) Internal Audit	Clerk to circulate the Internal Audit Report to Parish Councillors	Clerk	Complete
11	FC047/19 g) Hedges	Chairman to send photographs to Cllr Smith to follow up.	Chairman/Cllr Smith	ASAP
12	FC047/19 h) Tall Trees	Chairman to send details to Cllr Smith to follow up.	Cllr Church	ASAP
13	FC054/19 d) Bike Thefts	Cllr Church will forward the details to the clerk	Cllr Church/Clerk	ASAP
Item No	Minute Reference	ACTION	FOR	WHEN

14	FC057/19 a) Graffiti	Cllr Taylor will contact Polly Smart to come and have a walk-about the estate.	Cllr Taylor	ASAP
15	FC058/19 f) Parking	Cllr Smith will ask for Balfour Road to be included with the Traffic Engineer.	Cllr Smith	ASAP
16	FC061/19 a) Grants	Clerk to write letter and raise a cheque	Clerk	Complete
17	FC062/19 a) Noticeboards	Confirm Catalyst offer of a noticeboard as part of the regeneration.	HT	ASAP
18	FC062/19 c) Noticeboards	To access the land registry to confirm the landowners of the 3 new noticeboard sites	HT	Complete
19	FC063/19 a) Signatories	Clerk to organise new signatories to be added to Parish bank account	Clerk	Complete
20	FC064/19 a) Litter bins	Clerk to check with Sue Davies at Direct Services and report back.	Clerk	ASAP
21	FC073/19 b) Speed Cameras	To invite the previous decision-makers to September Parish Council Meeting	Chairman	ASAP
22	FC073/19 b) Speed Cameras	To invite a representative from The Community Speed Watch Programme to the September Parish Council Meeting	Cllr Church	ASAP
23	FC073/19 c) Noticeboard	To arrange planning permission for the noticeboard sites	Clerk	ASAP
24	FC080/19 d) Holy Family Church	To investigate the recent change to the Churches status to a Grade 2 listed building and report back	Chairman	ASAP
25	FC083/19 a) Website	To take down the old website	Chairman	ASAP
26	FC083/19 a) Website	To link the new website to google	Clerk	ASAP
27	FC083/19 a) Website	Councillors photos	Clerk	ASAP

FC088/19 DATE OF NEXT MEETING

The note the date of the next meeting is Tuesday 24th September 2019 at 7.00pm
Meeting closed at 20.55

SIGNED: _____

Councillor John Dillon - Chairman

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday 24th September 2019, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: **Parish Councillors:** John Dillon (Chair), Peter Nowland (Vice-Chair), Mark Franks, Ewa Gluza, Olamide Oladejo, Anthony Church, Deborah McIlveen and Jayne Watson.

OTHER COUNCILLORS: **City Councillors:** Sian Taylor and Rae Humberstone.
County Councillor: Deborah McIlveen

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

OTHERS PRESENT: **Members of the Public:** 2
Oxford City Council Communities and Neighbourhoods: Godfrey Chimiza and Jordan

APOLOGIES: The following apologies were received:
Parish Councillors: Sue Funge.
City Council Councillors: Hosnieh Djafari-Marbini.

FC089/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None.

FC090/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the Parish Council Meeting held on 27th August 2019.

FC091/19 **PUBLIC PARTICIPATION**

Mr. Charles enquired if there was any update regarding the Holy Church being listed as a Grade 2 listed building.

- a) The Chairman confirmed he had a conversation with the Vicar and she is very upset. It was noted Historical Britain identified the church as being an iconic 1960's building, the full detail of the listing can be found at <https://historicengland.org.uk/listing/the-list/list-entry/1464513>
- b) Discussions were held regarding Historical Britain having a 2-million-pound budget, and it was commented it would be good if the Church could have some of this funding.
- c) There were further discussions regarding the costs to the Church and it was estimated a new roof could cost £1.5 million to be fixed. The scaffolding that is supporting the building at present was thought to cost £12, 000. It was also noted that £300, 000 has been spent so far.
- d) Comments were made that when the regeneration was announced it was thought it would be beneficial for the Church. There has not been a funeral in the Church since November, or any weddings. Presently the Church is flooding so badly paddling pools are being placed on the floor to catch the rainwater.
- e) It commented that the Grade 2 listing status can be revoked and parties are working towards having this removed.
- f) It was commented planners have asked for a meeting with the Church, and there is a current planning application that is still live.
Action – to add 'update of Holy Church status' to next month's agenda.
- g) Maggie Lewis Neighbourhood Watch Area Co-ordinator update to the Parish Council on the Neighbourhood Watch scheme.

The scheme is reliant on having co-ordinators ideally one in every street, there are currently only two coordinators in the parish.

There are two types of volunteers -

- i. as a member and a coordinator of the Neighbourhood Watch, you are the eyes and ears of the street.
- ii. as a co-ordinator you would need 30 minutes per month, the information would be sent by email, and you may need to meet with the police, also register with the code of ethics.
The Co-ordinator role is no longer vetted by the Police.
- h) 52 reported crimes this month in the parish and there is a need for people to join.
- i) Vulnerable elderly people can be reported to the Neighbourhood Watch and can go onto a police list.
- j) Free Fire Assessments can also be carried out for vulnerable people.
- k) 25% off various items for Neighbourhood Watch members.
- l) Maggie is the 'Champion Scam' and works with the Trading Standards, is happy to do a talk if required.
- m) **Maggie Lewis - Speed Watch**
There is a current Speed Watch group in operation which is a collaboration between Thames Valley Police and the local Neighbourhood Watch program. Volunteers are trained by Thames Valley Police to use a speed devise also provided by Thames Valley Police. Once a vehicle has sped through speed camera the volunteers log the speed, date, time and registration this information is given to the police. The police send a letter if the driver is caught again there is a second letter is sent out, and if the driver is caught a third time the police will visit the driver at home. This is not enforceable and is a speed calming method, it relies on volunteers from the Community.
- n) Currently, Thames Valley Police's S.I.D (Speed Identification Device) is broken and has been sent for repair for the past 6 months, the group is using a radar gun provided by a volunteer.
- o) If the Parish Council are interested in purchasing a speed device there are different types of camera for example –
 - I. S.I.D – Speed Identification Device (approx. £2,500 to purchase).
 - II. Radar gun (approx. £230.40 to purchase)
 - III. Camera on a tripod with a memory card and upload it to the police.
- p) Each County has different criteria to follow, and the Parish Council needs to take advice from Thames Valley Police before purchasing a device.
- q) Discussions were held regarding recommendations of which roads would be targeted in the Parish.

Action: Clerk to contact TVP to enquire about policy before a decision on.

Action: Maggie Lewis and Cllr Church to find prices for all camera types and also research Thames Valley Police criteria for the next Parish Council meeting.

FC092/19

CORRESPONDENCE

For information, please contact the Clerk if you require any further information.

FC093/19

CHAIRMAN'S REPORT

- a) **Druce Way Parking** - the Chairman has been to see the residents, and they have confirmed the parking is working and it is free, and they are happy with the new process.

You can also apply for a 3 hours visitor parking and an overnight pass if required.

b) Speed Cameras

Has updated the former Chairman will the progress of reducing speeding in the Parish, the former Chairman is happy with what is being proposed.

c) Parish Noticeboards – there were discussions regarding the progress. Cllr Taylor emailed a contact in the planning department that may be able to assist the Clerk. Two of the three locations have an exact spot for the noticeboards identified, the Clerk has requested for Councillors to meet on Friday 27th September at Balfour Road shops to identify the final exact location of the third noticeboards.

d) Parks Department the Chairman has been in contact regarding the parks and the pavements through the parks. The Chairman has also provided photos of the floods so the water runs off to the brook, he is attending every day.

e) Revisit the Strategic Aims the Chairman would like us to revisit these. The version is saved to dropbox for everyone to view.

f) Contact List all Councillors to update the list with their email and mobile phone number, the email addresses will be updated on the Parish website.

g) GDPR reminder for everyone to use bcc function when emailing.

FC094/19

PCSO, COMMUNITY RESPONSE OFFICERS, AND POLICE REPORTS

None

FC095/19

COMMUNITY PARTNERSHIP REPORT

Godfrey Chizema

Update from August

a) Noise from children has been reported in the area, and also report of them carrying out a lot of anti-social behaviour.

Parents need to supervise their children and ensure they are not being a nuisance or causing damage.

There are a lot of good parks on the estate that can be used.

The police will not be able to do anything, but now the schools have opened the complaints have reduced.

b) Sandy Lane and Balfour Road garages that were boarded up have been opened-up, possibly by children.

Oxford County Council Housing Team is aware, and ensure they are not used for fly-tipping. Any information regarding who is doing this would be well received.

c) Bonfires are taking place on the estate, there are recommendations by Oxford City Council on what can be burnt.

- Only burn dry material.
- Never burn household rubbish, rubber tyres, or anything containing plastic, foam or paint.
- Never use old engine oil, methylated spirits or petrol to light the fire or encourage it.
- Avoid lighting a fire in unsuitable weather conditions - smoke hangs in the air on damp, still days and in the evening. If it is windy, smoke may be blown into neighbours gardens and across roads.
- Avoid burning when air pollution in your area is high or very high.

More information regarding bonfires can be found at

https://www.oxford.gov.uk/info/20052/air_quality/214/bonfires

There were discussions regarding there being a Polish tradition involving burning wood and leaves on bonfires. There isn't any stipulation on what time that can be enforced for burning.

- d) There were discussions regarding signs around the estate saying 'No ball games' as they are not enforceable.
- e) There were discussions held regarding bike thefts in the estate.

PARISH COUNCILLORS' REPORTS

FC096/19

Cllr Watson

e) Community Larder

Is working with Hollie Tuckwell to introduce the Community Larder to the Leys.

The Community Larder is managed by South Oxfordshire Food and Education Alliance (SOFEA), they have a warehouse in Didcot and work with young people to improve their employability, gaining skills, confidence, and self-esteem.

The Community Larder is a membership scheme that will be run at the Community Centre every Wednesday.

The food has no monetary value, it is in date and is surplus stock, it is not mean tested and the event is to promote healthy eating and reduce food waste.

Memberships are available on a two-tier system:

Tier 1

- Gives you an invitation to the larder.
- Costs £2.50 per week or £8.66 per month on direct debit.
- There is a 20% discount for signing up by direct debit.
- You can pick up to 10 items plus free additional fruit and vegetables per week.
- The items are not meat or chilled items.

Tier 2

- Give you an invitation to the larder.
- £5 per week or £17.32 per month on direct debit.
- There is a 20% discount for signing up for direct debit.
- 20 items plus free additional fruit and vegetable per week
- The items are not meat or chilled items.

There are members-only events and areas on social media along with newsletters and nutrient advice for members.

There is a view to try and incorporate local businesses at a later stage.

There is a requirement for volunteers who are given a free membership.

A 'Mock Larder' has been set-up to gauge interest on Wednesday 2nd October in the Jack Agent Room from 3 pm -4 pm, and for those who are interested to see the benefits before joining the scheme.

Please let Cllr Watson know if there is anyone that would like to join.

FC097/19

Cllr McIlveen

- a) **'If Oxford Science and Ideas Festival'** over 100 events all over Oxford from 18th October – 28th for more information please refer to the website <https://if-oxford.com/events/>

BLAST! is the Blackbird Leys Astronomy, Science and Technology zone, where you can see the stars in a Planetarium and get subatomic with Minecraft, will be held at the Blackbird Leys Community Centre Monday 28th October 2019 from 11 am – 4 pm.

- b) **C.D.I** have started regular sessions on Tuesday and Friday.
- c) **B.L.A.P** is exploring ways for Children to attend when their parents cannot afford the cost. Looking for ideas so that all Children can attend irrespective of their parent's financial circumstances.

- d) **One Justice** has been working on voter registration which links in with other Councillor's work regarding EU settled status applications.
- e) **Leys Matters** has a meeting on 7th October 2019 and is supporting One Justice.
- f) **Safe Leys** is having some sessions with the Southall Black Sisters on how to do a community response grassroots and will be open to those on the estate.
- g) **Pegasus First School** has had its new Head Teacher appointed for maternity cover.
- h) **Agnes Smith** have had their annual meeting.
- i) **AFI UK** has had a meeting as they need a worker.

FC098/19 **Cllr Oladejo**
No report

FC099/19 **Cllr Franks**

- a) **Parish Forum** was interesting and was good too with meet other Parish Councils. There was a talk from Youth Ambition which is a voice for young people, and it would be good to start a Youth Council.
- b) **Youth Partnership Meetings** were mentioned as another youth-focused group. It was commented that these meetings are always held in the day and very difficult for some to attend.

FC100/19 **Cllr Gluza**

- a) **Car-wash**
A query from last month's minute number FC077/19 a) was investigated and found to be clean and tidy. Discussions were held suggesting that when the complaints were raised the car-wash could have been untidy as it was a really busy time of the day.
- b) **Settled Status**
Has run a session to encourage those affected by Brexit to apply for settled status before 31st October 2019, so they are safe. Some people do not think there will be a Brexit and are not applying.
The website is a guide on what to do.
<https://www.gov.uk/settled-status-eu-citizens-families/applying-for-settled-status>
- c) **Twinning City**
Wroclaw, Poland.
Has met with Tourist Director from Wroclaw this has now opened up opportunities for exchange. Ideally to encourage children but also adults to visit and exchange sports, music, arts, and choirs.

FC101/19 **Cllr Church**

- a) Attended SEN Stakeholders Seminar at the Kassam Stadium on Tuesday 17th September which was an interesting presentation on the future visions for the supply of Electricity and the challenges they face.
There is a Priority Services Register (PSR) for persons who are vulnerable and would benefit from this scheme. There have been some significant changes to the scheme over the past year and has been extended to include more groups.
 - Are deaf or have a hearing impediment
 - Have a disability
 - Live with children under five
 - Are Blind or have a sight impediment
 - Have a chronic illness
 - Use medical equipment/aids reliant on electricity
 - Keep medicines in the fridge
 - Are over 60
 - Would benefit from support/even if temporarily

SSEN data suggests that the top five criteria which are underrepresented are:

- Post-hospital recovery
- Hearing and speech difficulties
- Unable to communicate in English
- Careline and telecare users
- Developmental condition

b) Cable and Electricity theft is on the rise, during walkabouts it is noted the front covers of lampposts missing with cables either exposed or missing.

This can be reported to Calling 0800 048 1618 Email rpnetworks@sse.com
Facebook@ssencommunityreport with Power Track Mobile App

c) Roles and Responsibilities

The training course was attended on the 18th of September in Didcot it was enlightening, a lot was learned and would recommend it.

d) Environmental Improvement Budget

There is a budget of £7,000 per annum allocated to Tenant Management Officers (TMO) to make Environmental improvements on their patches in consultation with residents.

There was a discussion held regarding the use of this money, namely the removal of abandoned cars and bin sheds and if this budget should be used in this way.

It was commented that it was the residents that had requested these items and questions were asked with regards to what budget could be used to carry out these requests.

e) Litter-pickers

Has sourced litter-pickers for sale at £1 from Poundland. It discussed that they should only be purchased if the Parish Council is intending to carry-out a litter-pick.

Maya groups

f) Bogus Census Group

Operating in the local area posing as officials from the Home Office knocking on doors asking for I.D. They have letterheaded documents from the Home Office that look official.

It was commented that there is no census planned, and there is normally one every 10 years.

FC102/19

Cllr Nowland

a) Graffiti

Has been reported all the estate by the residents.

b) Rubbish Bins

There have been lots of bins left unemptied by the binmen, and also complaints of people putting rubbish in other people's bins.

c) Letters from Council

Residents have been sent letters regarding the rubbish in their bins, and not putting the correct rubbish in the correct bins. However, residents confirm it is not their rubbish and been put in there by others.

FROM OXFORD CITY AND COUNTY COUNCILLORS

FC0103/19

Cllr Taylor

a) Graffiti

Has followed-up with Polly Smart regarding the graffiti on the estate, there has been a clean-up on the estate but the difficulty is as they clear it up there is more graffiti. They are due to return next year.

b) Older People Day

Attending this at the Town Hall on 1st October.

c) Twinning

Suggestion to invite Twinning Oxford to assist with local groups joining-up.

Action: To invite Angela Charlton to a Parish Council meeting to discuss twinning.

FC104/19

Cllr Humberstone

a) Allotments at Sorrell Road

Are being opened in the early hours and there is a smell of cannabis coming from the area. There are groups of males talking loudly in groups, they are not causing any issues except the smell of smoking cannabis.

b) Mini Bikes

Are still being ridden around the estate, they are very difficult to catch by the time you have called '101' they have gone.
They seem to be following a route around the estate.

c) Full Circle

Has attended the Full Circle group this is a project for older people to go into Primary schools and talk to the children, this is beneficial for all.

d) Flat Fires

Has been working with the residents affected by the flat fire and Catalyst.
There was a discussion held regarding the difficulties with residence storage, also using the vouchers provided at the laundrette, an action plan was made.

FC105/19

Cllr McIlveen

a) Oxfordshire Living Wage

Has put in a motion in for the Oxfordshire Living wage which was voted for unanimously and this would be countywide.
There are 23% of benefit claimants are in work.

b) Social Services

There have been more cases.

c) Youth Workers

Meetings have been held to ensure the additional youth workers are given to the area with the most need.

FC0106/19 - CASHBOOK PAYMENTS

It was **RESOLVED** to pay the following -

- a) Clerks contracted hours (40hrs) by standing order £616.20.
- b) Clerks monthly additional hours (26hrs) by cheque £369.72
- c) Raw Workshops remaining fee for the 3 noticeboards by cheque £281.60
- d) Oxford City Council monthly hall hire cost by standing order £20.00.
- e) Cllr Church travel expenses to the Role and Responsibilities training course in Didcot by cheque £9.80.
- f) Clerks expenses for mileage and postage by cheque £15.80.

FC0107/19 TO THE FOLLOWING PLANNING APPLICATIONS

Applications: were considered:

Application Reference and description	Address	Deadline	Outcome
1. 19/02210/CT3 COMM Erection of 2no. sheds and 5no. bin stores	Site Of 1 To 7 Birchfield Close, Oxford, Oxfordshire	29.09.2019	No objections
2. 19/02347/H42 DEL Application for prior approval for the erection of a single-story rear extension, which would extend beyond the rear wall of the original house by 4.5m, for which the maximum height would be 3.0m, and for which the height of the eaves would be 2.0m.	5 Druce Way, Oxford, Oxfordshire, OX4 6TB	03.10.2019	No objections
3. 19/02346/FUL DEL Change of use from a dwelling house (Use Class C3) to a House in Multiple Occupation (Use Class C4)	12 Windale Avenue Oxford OX4 6JD	14.10.2019	No objections

FC108/19 – MEETING ACTIONS

Item No	Minutes Reference	ACTION	FOR	WHEN
1	2	Provide a telephone number of Car-parking contact	Cllr McIlveen	TBA
2	3	Source equipment for litter-picks	All	FC101/19 e)
3	4	Provide a list of grant awardee's	Cllr McIlveen	TBA
4	6	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting
5	9	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
6	10	To provide contact details to the Chairman Community Payback	Cllr Humberstone	May Meeting

Item No	Minutes Reference	ACTION	FOR	WHEN
7	12	Contact Oxford Traffic Technician re; speed camera and consultation as per May meeting	Clerk	N/a
8	13	Send out Grant outcome letters from May meeting and where applicable cheque to be raised	Clerk	Complete
9	15	Contact planning department with May meeting update for PC	Clerk	Complete
10	FC047/19 a) Internal Audit	Clerk to circulate the Internal Audit Report to Parish Councillors	Clerk	Complete
11	FC047/19 g) Hedges	Chairman to send photographs to Cllr Smith to follow up.	Chairman/Cllr Smith	ASAP
12	FC047/19 h) Tall Trees	Chairman to send details to Cllr Smith to follow up.	Cllr Church	ASAP
13	FC054/19 d) Bike Thefts	Cllr Church will forward the details to the clerk	Cllr Church/Clerk	ASAP
14	FC057/19 a) Graffiti	Cllr Taylor will contact Polly Smart to come and have a walk-about the estate.	Cllr Taylor	FC0103/19 a)
15	FC058/19 f) Parking	Cllr Smith will ask for Balfour Road to be included with the Traffic Engineer.	Cllr Smith	ASAP
16	FC061/19 a) Grants	Clerk to write letter and raise a cheque	Clerk	Complete
17	FC062/19 a) Noticeboards	Confirm Catalyst offer of a noticeboard as part of the regeneration.	HT	ASAP
18	FC062/19 c) Noticeboards	To access the land registry to confirm the landowners of the 3 new noticeboard sites	HT	Complete
19	FC063/19 a) Signatories	Clerk to organise new signatories to be added to Parish bank account	Clerk	On-going
20	FC064/19 a) Litter bins	Clerk to check with Sue Davies at Direct Services and report back.	Clerk	Completed
21	FC073/19 b) Speed Cameras	To invite the previous decision-makers to September Parish Council Meeting	Chairman	FC093/19 b)
22	FC073/19 b) Speed Cameras	To invite a representative from The Community Speed Watch Programme to the September Parish Council Meeting	Cllr Church	FC091/19 p)

Item No	Minutes Reference	ACTION	FOR	WHEN
23	FC073/19 c) Noticeboard	To arrange planning permission for the noticeboard sites.	Clerk	ASAP
24	FC080/19 d) Holy Family Church	To investigate the recent change to the Churches status to a Grade 2 listed building and report back	Chairman	ASAP
25	FC083/19 a) Website	To take down the old website	Chairman	ASAP
26	FC083/19 a) Website	To link the new website to google	Clerk	Complete
27	FC083/19 a) Website	Councillors photos	Clerk	ASAP
28	FC091/19 q) Speed Watch	To contact Thames Valley Police to enquire about policy before a decision on.	Clerk	ASAP
29	FC091/19 q) Speed Watch	To find prices for all camera types and also research Thames Valley Police criteria for the next Parish Council meeting.	Maggie Lewis & Cllr Church	ASAP
30	FC0103/19 c) Twinning	To invite Angela Charlton to a Parish Council meeting to discuss twinning.	Cllr Gluza	ASAP

FC109/19 ITEMS FOR NEXT AGENDA

- a) Update on the status of the Holy Church
- b) Co-option
- c) Approve payment for Agnes Smith and Friendly's grant applications.

FC110/19 DATE OF NEXT MEETING

The note the date of the next meeting is Tuesday 29th October 2019 at 7.00 pm
Meeting closed at 21.10

SIGNED: _____

Councillor John Dillon – Chairman

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday 29th October 2019, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: **Parish Councillors:** John Dillon (Chair), Peter Nowland (Vice-Chair), Ewa Gluza, Olamide Oladejo, Anthony Church, and Deborah McIlveen.

OTHER COUNCILLORS: **City Councillors:** Sian Taylor and Rae Humberstone.
County Councillor: Deborah McIlveen

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

OTHERS PRESENT: **Members of the Public:** 3
Oxford City Council Communities and Neighbourhoods

APOLOGIES: The following apologies were received:
Parish Councillors: Mark Franks
City Council Councillors: Hosnieh Djafari-Marbini & Rae Humberstone

FC0111/19 **CASUAL VACANCY**
Cllr Funge has been absent for six calendar months and there is now a casual vacancy for this position.

FC0112/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
Cllr Nowland has an interest in agenda item 7, so will abstain from voting on this.

FC0113/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the parish council meeting held on 24th September 2019.

FC0114/19 **CORRESPONDENCE**
For information, please contact the clerk if you require any further information.

FC0115/19 **PUBLIC PARTICIPATION**

- a) Mr. James attended to discuss the importance of the Leys Festival and expressed that he and others on the estate are keen to be involved at the event next year. The Chairman invited Mr. James to attend the next parish council meetings and also explained there are vacancies should he wish to consider joining the parish council.
Action: Clerk to include Mr. James in all future parish correspondence and advise when the Leys Festival steering group is being arranged.
- b) Mr. Edosomwan attended to discuss the concerns regarding the lighting around the parish especially the alleyway by the Bullnose Morris, Ashmore Place and Druce Way.
Action: Reported to Cllr McIlveen
- c) It was commented the brilliant work Friendly's is doing at the Clockhouse projects to connect people and combat isolation.

FC0116/19 **CO-OPTION**
It was **RESOLVED** by unanimous vote to co-opt Mr. Edosomwan on to the parish council.

FC0117/19

GRANT APPLICATION PAYMENT

- a) It was **RESOLVED** by unanimous vote to award Friendley's the amount needed for their weekly rent.
- b) The parish council awarded this money using powers of community centre from the Local Government Act 1976. To pay rent to Oxford City Council to enable Friendley's to meet weekly at the community centre.

Action: Clerk to contact Friendley's to confirm figure and to pay Oxford City Council directly

FC0118/19

GRANT APPLICATION

It was **RESOLVED** by unanimous vote to pay the previously awarded grant to Agnes Smith for the amount of £5,000 for grant 2018-2019.

Action: Clerk to raise and send out cheque.

FC0119/19

CHAIRMAN'S REPORT

- a) The Parks Department have been doing a good job with the new paths in the park, the paths have been dipped on one side to allow the water to flow down to the brook and hopefully avoid flooding.
- b) Druce Way residents are pleased with the new parking system as the cars that use to regularly park there that shouldn't are now not doing so.
- c) There were discussion regarding the double yellow lines proposed for Druce Way, further information needs to be provided from the relevant parties.
- d) Noticeboards planning applications payment have been made £373 each.

Action: Clerk contact Direct Services to organise a quote for the installation.

FC0120/19

UPDATE FROM THE CLERK

- a) Noticeboards planning applications have been submitted and we are awaiting planning permission.
- b) Parish council has received a CIL payment for £864.22.
- c) Has requested the speed watch protocol from Thames Valley Police.

FC0121/19

PCSO, COMMUNITY RESPONSE OFFICERS, AND POLICE REPORTS

Thames Valley Police Report

PCSO Sofia Lewis-Davies

- a) Thames Valley Police have completed some really good work in Blackbird Leys regarding harder to reach communities.
- b) 20 vulnerable people have been identified and their details passed to the M.A.S.H team for support.
- c) Arrests have taken place in Gillian Park for drug dealing.
- d) A discussion was held regarding the link between drug dealing and the lack of lighting, it was reported that street light number 3 and 8 are still not working.
- e) 9 positive stop checks in relations to drugs.

FC0122/19

COMMUNITY PARTNERSHIP REPORT

Hollie Tuckwell

- a) Community partnership - has been postponed due to not being at work, but will be resuming soon.
- b) Leys Festival - it was stated last year that involvement with this would need to be less, this did not happen.
Would welcome a resident lead group and is willing to support as a guiding friend but will not be organising the event.
Has all the forms and documents ready to hand over at the steering group.

It was commented that the Community Partnership meeting would be a good place to add an agenda item and ask local groups to assist.

It was commented that there is no money in the bank from last year's festival and all funds were used to run the event, next year will start from zero.

There was discussion regarding asking a Brooks University student to organise the event, and it was mentioned there are lots of events companies that could be used.

- c) The Community Larder has started at the community centre 3-5pm on Wednesday. There is a Christmas event on 11th December 2pm – 6pm at community centres.

PARISH COUNCILLORS' REPORTS

Cllr McIlveen

- a) Local items being worked on include rubbish, hedges, lighting and drugs.
- b) Trucks in Grenoble Road are parking up and this is being followed up.
- c) Casework - there are cases involving social services, domestic violence and racism.
- d) Support for local groups some of my priority fund has been given to the WOW Space Group to fund an outreach group.
- e) Funding applied for to support CDI, as they are relying on insecure funding.
- f) County Council has a Youth Opportunities Fund with £1,000,000 available over the next two years for youth opportunities.

Is part of the working group who are debating on what is classed as youth work, efforts are being made to have the money allocated based on need.

CDI will apply for this funding as there is a potential for local groups to be awarded up to £35,000, this fund is open to all across the county.

FC0123/19

FC0124/19

Cllr Gluza

- a) Big thank you to the local police for supporting the Polish elections, 1600 people voted.
- b) Thursday 7th November is the Oxford International Links Event, twinning Oxford with nine cities.
There are opportunities to meet with other international groups.
- c) Saturday 9th November at 12.30 there will be a short celebration for Wroslaw a twinned city with Oxford in Cornmarket Street, Oxford.
They will be bringing some gnomes as presents, and Oxford City Council will be given a present from Oxford.
- d) Looking for recommendations for a venue to hold a Santa Claus Day. Will be £1 or £2 per child, and have a chance to meet Santa and also provide some craft for children. This event will probably take place on Friday 6th December.
There were discussions and recommendations on what venue would be suitable, and the Glow Hall in Blackbird Leys was considered as a good option as it can hold up to 200 people.

FC0125/19

Cllr Church

- a) Has been liaising with the City Council regarding fly posting, there is a pending prosecution for a Garsington firm.
- b) The Kassium Stadium roundabout has had posters put up and there has been a car accident. Those involved confirmed it was because their view was blocked by the posters.
There are strict guidelines surrounding posters for events at the Kassium Stadium and posters are only allowed up two days before and have to be removed two days after the event, otherwise they are hit with a penalty charge.
- c) Cuckooing taking place in the parish, if anyone has any concerns please report it to '101'.

- d) Oxford City Council has announced there will be free access to leisure centres for people who are homeless or in supported housing.
- e) Tenants have received an apology regarding the window cleaning service from Oxford City Council. Compensation for service charges paid is now being sort after via the tenant management team.
- f) Liaising with the tenant management team with regards to the environmental budget, residents have come forward with works they would like to have completed. There is a meeting on 7th November to review these requested.
- g) Attending 'Ox Air' meeting on Wednesday 30th November which is a study of the air pollution in the city and is being organised by DEFRA (Department of Environment Food and Rural Affairs).
- h) Attending a presentation at the Town Hall on Thursday 31st October organised by Bill Graves for Oxford City Homes Ltd, which is the new housing company.
- i) There have been discussion regarding licensing air b and b's for landlords that are renting out the whole property for more than 140 times per year. As is it becoming an issue with 'pop-up' brothels.
Discussions were held regarding air b and b's and how they evolved into something very different from when they first started.

FC126/19

CLlr Nowland

- a) Street lighting on the estate is an on-going issue.
- b) Fly tipping there is a white mattress in Druce Way
- c) Barrels have been moved from Druce Way.

FC127/19

CLlr Oladejo

- a) Fly tipping furniture dumped in the street, will check if it has been removed.
It was recommended to contact fix-my-street
- b) Harebell Road parking is horrendous, no emergency vehicle can access the road.

FROM OXFORD CITY AND COUNTY COUNCILLORS

FC128/19

CLlr Taylor

- d) Welcome back to Hollie (Tuckwell), great to see her back, and while Hollie was absent it became apparent how much work she actually does.
- e) There is some work taking place in the flats at the back of Birchfield Close and on the corner of Pegasus Road. These works were flagged up around 18 months by residents that the communal areas were not in good condition. Plans have been sent through and those works are taking place.
- f) Attended the Citizens Assembly which was put together by the City Council. The assembly asked the question if Oxford could become zero carbon ahead of the government target of 2050, and met over two weekends. Oxford has the first City Council to hold a Citizens Assembly on this topic, but it does cost a lot of money to run. There was a really good diversity of people that attended, and it will be good to have the final report.
- g) Attending an event tomorrow regarding an article that was written by the Newstatesman, which was also published in the Leys News around 6 months ago. It was about the inequalities in the Leys. There are parts of the article that needs to have further discussion at the meeting.
<https://www.newstatesman.com/politics/uk/2019/08/deadly-poverty-one-uk-s-richest-cities>,
- h) Next week attending a housing consortium meeting regarding social housing in the Leys.
- i) An award of £1,000 has been given to the CDI girls group from the budget.
- j) Apologies for November's meeting

FC129/19

Cllr McIlveen

- a) Audit and Governance - Section 106 funding has not been fully received by the County Council.
- b) Budget setting process for next year has started, there is a transformation project in the pipeline that is to provide a better service, however there are also going to be cuts from central government.

FC130/19

CASHBOOK PAYMENTS

It was **RESOLVED** to pay the following -

- g) Clerks contracted hours (40hrs) by standing order £616.20.
- h) Clerks monthly additional hours (23.5 hrs) for May by cheque £334.17
- i) Clerks monthly additional hours (26 hrs) for Oct by cheque £369.72
- j) Oxford City Council monthly hall hire cost for November by standing order £20.00.
- k) SLCC course cancellation fee to defer the Clerks CILCA training until next year by cheque £25.00
- l) Viking stationary order by cheque for £105.88
- m) Agnes Smith Grant Award for 2018-2019 by cheque £5,000.00.
- n) Friendly's Grant Application 2019 -2010 by cheque amount to be advised.
- o) To reimburse the Chairman for the noticeboards planning applications by cheque for £1,131.00
- p) To reimburse the Clerk the planning application maps by cheque for £39.60

FC0131/19 TO THE FOLLOWING PLANNING APPLICATIONS - Applications: were considered:

Application Reference and description	Address	Deadline	Outcome
1) 19/02210/CT3 COMM Erection of 2no. sheds and 5no. bin stores.	Site Of 1 To 7 Birchfield Close Oxford Oxfordshire	22.10.2019	No objections
2) 19/01968/FUL DEL Demolition of existing garage. Erection of 1 X 1-bed dwelling (Use Class C3) (amended description and plans).	29 Sawpit Road Oxford OX4 6BD	28.10.2019	No objections
3) 19/02567/FUL DEL Erection of a two-storey building to create 2 x 1-bed flats (Use Class C3). Provision of bin and cycle storage	16 Ladenham Road Oxford OX4 6AZ	14.11.2019	No objections
4) 19/02569/FUL DEL Replacement of existing conservatory roof.	2 Gentian Road Oxford OX4 6QE	07.11.2019	No objections
5) 19/01849/ADV DEL Display of 4no. internally illuminated fascia signs, 4 no. internally illuminated free-standing signs, 1no. non- illuminated fascia sign and 3 non-illuminated poster signs (amended description) (amended plans)	Unit 5 Oxford Retail Park Ambassador Avenue Oxford Oxfordshire OX4 6XJ	06.11.2019	No objections
6) 19/02675/CEU DEL Application to certify that the existing use of a ground floor flat is lawful development	18 Kestrel Crescent Oxford OX4 6DY	20.11.2019	No objections

FC132/19 – MEETING ACTIONS

Item No	Minutes Reference	ACTION	FOR	WHEN
1	2	Provide a telephone number of Car-parking contact	Cllr McIlveen	TBA
3	4	Provide a list of grant awardee's	Cllr McIlveen	TBA
4	6	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting

Item No	Minutes Reference	ACTION	FOR	WHEN
5	9	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
6	10	To provide contact details to the Chairman Community Payback	Cllr Humberstone	May Meeting
11	FC047/19 g) Hedges	Chairman to send photographs to Cllr Smith to follow up.	Chairman/Cllr Smith	ASAP
12	FC047/19 h) Tall Trees	Chairman to send details to Cllr Smith to follow up.	Cllr Church	ASAP
13	FC054/19 d) Bike Thefts	Cllr Church will forward the details to the clerk	Cllr Church/Clerk	ASAP
15	FC058/19 f) Parking	Cllr Smith will ask for Balfour Road to be included with the Traffic Engineer.	Cllr Smith	ASAP
17	FC062/19 a) Noticeboards	Confirm Catalyst offer of a noticeboard as part of the regeneration.	HT	ASAP
19	FC063/19 a) Signatories	Clerk to organise new signatories to be added to Parish bank account	Clerk	On-going
23	FC073/19 c) Noticeboard	To arrange planning permission for the noticeboard sites.	Clerk	ASAP
24	FC080/19 d) Holy Family Church	To investigate the recent change to the Churches status to a Grade 2 listed building and report back	Chairman	ASAP
25	FC083/19 a) Website	To take down the old website	Chairman	ASAP
27	FC083/19 a) Website	Councillors photos	Clerk	ASAP
28	FC091/19 s) Speed Watch	To contact Thames Valley Police to enquire about policy before a decision on.	Clerk	ASAP
29	FC091/19 s) Speed Watch	To find prices for all camera types and also research Thames Valley Police criteria for the next Parish Council meeting.	Maggie Lewis & Cllr Church	ASAP
30	FC0103/19 c) Twinning	To invite Angela Charlton to a Parish Council meeting to discuss twinning.	Cllr Gluza	ASAP

Item No	Minutes Reference	ACTION	FOR	WHEN
31	FC0115/19 a) Leys Festival	To update Mr. James with Leys Festival information	Clerk	Jan 2020
32	FC0115/19 a) Lighting Concerns	To provide report lighting concerns in Bullnose Morris, Ashmore Place and Druce Way.	ClIr McIlveen	ASAP
33	FC0117/19 b) Friendly's grant	Clerk to contact s 's and arrange final figure and payment.	Clerk	ASAP
34	FC0118/19 a) Agnes Smith	To raise and send out cheque.	Clerk	ASAP
35	FC0119/19 d) Quotation	To request a quotation to install the noticeboards for Direct Services	Clerk	ASAP

FC133/19 ITEMS FOR NEXT AGENDA

- d) Twinning
- e) The Community Impact Zone

FC134/19 DATE OF NEXT MEETING

The note the date of the next meeting is Tuesday 26th November 2019 at 7.00 pm
Meeting closed at 20.50

SIGNED: _____

Councillor John Dillon – Chairman

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday 26th November 2019, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: **Parish Councillors:** John Dillon (Chair), Peter Nowland (Vice-Chair), Mark Franks, Ewa Gluza, Olamide Oladejo, Deborah McIlveen, Anthony Church and Imade Edosomwan.

OTHER COUNCILLORS: **City Councillors:** Linda Smith
County Councillor: Deborah McIlveen

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

OTHERS PRESENT: **Members of the Public:** 3
Oxford City Council Communities and Neighbourhoods: Hollie Tuckwell
Community Response Team Officers: Jordan Higgins
Oxford City Council: Vivienne Glynn

APOLOGIES: The following apologies were received:
Parish Councillors: None
City Council Councillors: Sian Taylor & Rae Humberstone

FC0136/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None

FC0137/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the parish council meeting held on 29th October 2019.

FC0138/19 **CORRESPONDENCE**
For information, please contact the clerk if you require any further information.

FC0139/19 **PUBLIC PARTICIPATION**

a) **Dave Hession C9152 - Independent Advisory Group**
This group is run by members of the public, and they are looking for members to join.
The meetings take place every 6 weeks, and the next meeting is held on 10th December at the Cowley Police station.
The group have most recently been involved with an operation on the estate and there were 6 arrests, and £6,000 worth of drug were seized.
Please refer to the website for information.
<https://www.thamesvalley.police.uk/police-forces/thames-valley-police/areas/au/about-us/partnerships-sponsors/what-is-an-iag/>
Discussion were held regarding collaboration between city councillors, parish councillors and other community groups.
It was also commented there is a good presence of police on the estate.

b) **Colin Cook - Oxford International Links (Twinning)**
Oxford is currently twinned with 8 cities

1. Leiden, Netherland in 1946
2. Bonn, Germany in 1947
3. Leon, Nicaragua in 1986
4. Grenoble, France in 1989
5. Perm, Russia in 1995
6. Wroclaw, Poland in 2018

7. Ramallah, Palestine in 2019
8. Padua, Italy in 2019

Twinning is used to improve cultural links and share knowledge with organisation like the police and fire Brigades. There have been conferences on flooding, and also knowledge shared between communities on how community centres are managed.

There are opportunities for social, educational and sporting collaboration.

The group meets quarterly and more information can be found on their website

https://www.oxford.gov.uk/info/20139/oxford_international_links

Oxford Internal Links would like to thank Blackbird Leys for the support that has been given to the various groups.

c) Sarah - Oxford Hub

Community Impact Zone

The group is a partnership between City Council, County Council and the police, working on data provided by the partners to support four areas that have been identified as needing attention Cowley, Cowley Marsh, Blackbird Leys and Northfield Brook where the outcomes are less good.

There have been consultations with the residents in these areas and discussions on how life could be made better, also talks about what they may like, working in line with existing resources. Physical activity and sports were highlighted and there has been small grants awarded to small groups on the estate.

d) Public Living Room is an opportunity for people to come and have a free cup of tea and relax, this will be running until Christmas but hopefully will continue after.

Opening hours until Christmas: Wednesdays & Thursdays 1.30pm – 5.30 pm, Saturdays 09.30am – 12.30pm at the Back Room of the Blackbird Leys Library, Blackbird Leys Road.

Please refer to the website <https://www.oxfordciz.org/> to see a full range of the services.

It was noted that this initiative is good, but the Children's Centre that was closed a few years ago was providing a lot of services that have not been replaced. To look back on what they were doing would be a good start for where the gaps in the community are.

FC0140/19

CHAIRMAN'S REPORT

- a) It was noted that there had been some confusion with regards to councillors being absence for long periods of time.
- The chairman explained he had been advising a councillor they could take time-off without realising that it need to be approved by the parish council, and being absent for six calendar months would lead to an automatic disqualification. Fortunately, it was highlighted to the parish council that a training session had been attended in July, so therefore the vacancy from lasts month meeting was revoked.
- Councillors were reminded that long periods of absence and the circumstances needed to be approved by the parish council.

FC0141/19

UPDATE FROM THE CLERK

a) Noticeboards

The applications have been rejected due to the location maps and block plan not being to the required standard.

The clerk confirmed they will be resubmitted next week, and that the Planning Department have kindly given an open deadline to allow the amendments to take place.

Cllr Smith and Hollie Tuckwell asked the clerk to copy them onto the next email.

Action: Clerk to resubmit and cc Cllr Smith and Hollie Tuckwell

b) Website

There is a statutory requirement to have 5 years of audit information on the parish website in order to become compliant. This was not on the previous website as we were not aware this was necessary, this was flagged via the external auditor and was included in the internal auditor's report.

The chain of emails from the internal and external auditor have been saved to the dropbox for review.

The clerk has asked for a quotation to have this updated from the appointed website contractor.

Action: Clerk to source quotation for approval by the parish council.

c) Grant Application Received

Pegasus School have submitted their grant response, the clerk requested the councillors to log on to the dropbox and view the response, and to confirm they are satisfied with how the grant money has been spent.

Action: Councillors to log-on to dropbox and review the Pegasus School Grant response.

FC0142/19

COMMUNITY PARTNERSHIP REPORT

Hollie Tuckwell

- f) Good partnership between The Young People Partnership group and the Health and Wellbeing group as funding has been granted for young people to have some level 1 football coaching, so they can run the sessions themselves.
It was commented that due to the times on the meetings those that worked full-time were unable to attend.

FC0143/19

PCSO, COMMUNITY RESPONSE OFFICERS, AND POLICE REPORTS

Jordan Higgins

- a) Tucker Road garages have been boarded up, as fly-tipping was taking place.
It was commented that recently there has been some of the homeless sleeping in the garages.

Action: Community Response Team to check the garages are still boarded up

- b) Since 1st September there have 35 cases reported on the estate
6 of fly tipping
4 of general waste area
16 of noise
5 cars/businesses/neighbourhood disputes
3 other including illegal fireworks
19 cases have been closed
The email address to report to is saferoxford@oxford.gov.uk or by telephoning 01865 252969 for concerns on environmental issues, low level anti-social behaviour or alternatively some advice.
- c) It was commented that the City Council has agreed a long lease 999 years for a community lead housing trust for a garage site in Littlemore. To build three or four new homes, and the housing will be allocated to people from the housing list.
It was commented this would be a good option for the Tucker Road garages.

FC0144/19

FROM OXFORD CITY AND COUNTY COUNCILLORS

Cllr Smith

- a) The City Council have confirmed it is prepared to use its compulsory purchasing power if necessary, to bring the Oxford Stadium on Sandy Lane Blackbird Leys back into the use for public benefit. Ideally being used for its intended purposes of greyhound racing, speedway or other community use.

There is a meeting taking place tonight with the stadium supporters to discuss options. The council has done all it can, and the final decision is up to the planning inspector. The outcome will be announced early next year.

- b) The new sport facilities that has been built behind BMW Horspath Sports Park has signed a management lease with Oxford United. It will be used as their Academy and as a training ground. There are other facilities there including grass and 3D pitches. There is a really strong community involvement, and local schools will be able to use this space on a community rate.
- c) The City Council draft budget is open for public consultation on 12th December, the priorities include housing and climate change.
Please respond to the consultation online via the City Council's website
<https://www.oxford.gov.uk/>
- d) Work has been taking place with the community safety team as there have been complaints from residents about an alley on Bryony Close.
There is a consultation taking place regarding having the alleyway closed off. The police are also monitoring this as there have been burglaries associated with this same area.
- e) Discussion were held regarding the flat fire that took place on the estate, and report in the Oxford Mail. It was noted there was a lot of smoke damage, and the resident was back in their flat the same day.
- f) Discussions were held regarding the regeneration and what the next steps are, it was confirmed that the City Council and Catalyst are in discussion with regards to finance, budget, how many houses and what the sizes are.
50% will be affordable, and discussions are being held with regards to how many will be social housing.
It was confirmed there will be no key worker housing.
The planning applications will be submitted next year.
- g) Discussions were held regarding the City council consideration to allow employers to build housing in Oxford for its employees. As long as the housing was available to all employees on all pay scales, for example the hospital and its staff would benefit from this scheme and in return would not have to include social housing in the build.

FC0145/19

Cllr McIlveen

- a) Ian Hesperth leader of the County Council provided a 6-monthly update in regards to the climate emergency, and it was a positive debate.
- b) A motion was carried opposing the Oxford-Cambridge expressway, as it was suggested utilising an existing rail line would be preferable.
- c) Is on the panel that is allocating £1,000,000 to youth groups across the County, and there are over 70 applications to consider.
CDI and BLAP both have applied.
- d) Residents are still in hotels after the fires on the estate, working with Councillor Humberstone to assist with having this resolved.
It was suggested the parish council could write a letter requesting an update.
Action: Clerk to write a letter to request an update from Catalyst
- e) Discussions were held regarding the residents who lost their belongings in the fire and concerns being raised that they are not being awarded compensation.
It was commented that there is a discrepancy with Catalysts insurance.
- f) Audit and Governance Committee for the County Council
 - i. There is an issue with Section 106 funding not been fully awarded to Oxford City Council, this is being worked on.
 - ii. The Carillion contract is being fully reviewed including the invoices.
- g) Apologies given for meeting Tuesday 17th December 2019.

PARISH COUNCILLORS' REPORTS

FC0146/19

Cllr Edosomwan

- a) Poor drainage in the gardens situated between Ashmore and Jourdain Road and they are flooding due to the street being on an incline. Photographs have been sent into Direct Services via Cllr McIlveen and are awaiting a response.

FC0147/19

Cllr Church

- a) Was scheduled to attend the DWP meeting arranged by Jon Wood, however due to the general election this has been rescheduled for January 2020.
- b) Bins in the park have been covered over, and rubbish has been piled on top. It was commented that there is a contractor that attends and fixes the bins.
- c) Attended an O.A.L.C training course on Planning on behalf of the parish council, and how we can be more effective. It was noted that if the parish council object to a planning application it is best practise to attend a meeting at the City Council to explain the reasons. Copies of the training slides have been given to the clerk and will be made available on Dropbox.
- d) Could not attend the Parish Transport Reprehensive Meeting but has received the information and forwarded it to the Clerk to be added to the Dropbox.
- e) Attended a meeting with Oxford City Housing Ltd regarding housing being built in Oxford, more information to follow.

FC0148/19

Cllr Oladejo

- a) There have been complaints from residents on Crowberry Road regarding the Council changing the locks on their bin stores and them not being notified.
Action: Cllr McIlveen to report the complaint to the Council

FC0149/19

Cllr Franks

- a) Attended the City Council meeting on 25th November 2019 and made three points in regards to the regeneration
 - i. Spindlebury Park had been added to Littlemore parish.
 - ii. The same piece of land has been allocated to three different projects.
 - iii. If residents attended the monthly parish council meeting and asked for a 'parish poll' would aspects of the parish be protected? There was no definitive reply to this question accept it would need to be 'looked into'.
- b) Has been involved with the Neighbourhood Watch on the estate
- c) Wall has been driven into on estate, and has been working to ensure it is now safe.
- d) Fly-tipping has been good this month, there hasn't been much.
- e) Tower blocks has shipping containers, and concerns were raised as it is taking up a parking space. It was commented that one of these is a tea room, the other holds the materials for the works taking place.

FC0150/19

Cllr Gluza

- a) Has arranged a 'Meeting with Santa Claus' event on Sunday 1st December in The Barn, Nightingale Avenue, the cost is £2 per child 50p per adult. All the activities are free, plus a small gift for the children.

- b) A meeting has been arranged for Tuesday 14th January to organise the Leys Festival, the time will be confirmed.
Cllr Gluza has experience and in managing festivals and is looking for 3 or 4 volunteers with good communication and admin skills to assist in this.
The concept is to start small and build it up into a bigger event.

FC0151/19

Cllr McIlveen

- a) Rubbish has been reported to Streetscene.
- b) Street lighting out around the parish.
- c) Following up with local group to assist gaining settled status.
- d) Working with Agnes Smith to see how they can help more people.
- e) Working with the Neighbourhood Policing Team on car, drug and garage issues.
- f) Lots of overcrowding on the estate, due to housing needs not being met.
- g) Safer Leys training has been circulated to everyone at the parish council
- h) Working with BLAP and CDI trying to get more funding.
- i) CDI have 5 Ruskin young worker placements, this will mean additional groups from the Tuesday and Friday.

FC0152/19

Cllr Nowland

- a) Attended the Health and Wellbeing meeting at the Kassium Stadium.
- b) Attended the Patient Participation Group (PGP) at the health centre, there were discussion regarding privatising the N.H.S.
- c) Working with the homeless food bank once a week.
- d) Been working with the Neighbourhood Watch on the estate.

FC153/19

FINANCIAL MATTERS

- a) External Audit Figures
The audit figures for 2018/2019 have been finalised, with the assistance of the internal auditor.
There was an ongoing issue due to a discrepancy caused by the uncashed cheques from last year not being carried forward by the previous clerk.
Action: Clerk and chairman to sign the updated AGAR form, and clerk to the external audit return via post.

The figures are as follows –

	31 March 2018	31 March 2019
1. Balance brought forward	£45, 501	£49,486
2. Precept or Rates and Levies	£29, 474	£31, 800
3. Total other receipts	£5, 544	£2, 705
4. Staff Costs	£4, 007	£6, 379
5. Loan interest/capital repayments	0	0
6. All other payments	£27, 026	£41, 144
7. Balances carried forward	£49, 486	£36, 468
8. Total value of cash and short-term investments	£45, 501	£49, 486
9. Total fixed assets plus long term investments and assets.	£5, 075	£5, 075
10. Total borrowings	0	0

- b) **Internal Auditors renewal**

It was agreed to appoint Jane Olds as our internal auditor under the terms outlined in her letter dated 4th November 2019

Action: Clerk and chairman to sign the internal auditor agreement, and clerk to return via post.

c) **Internal Audit Actions**

There were discussions regarding the internal audit report send in by the internal auditor, it was commented these actions need to be added to the agenda so they can be resolved namely appointing an Internal Financial Auditor and registering with the information commission.

The clerk confirmed is was brilliant the councillors has been reading the information uploaded to dropbox and that these two items would be added to the December agenda

Action: Clerk to add to the December agenda appointing an Internal Financial Auditor and registering with the information commission.

d) **Cashbook payments**

It was **RESOLVED** to pay the following -

- i. Clerks monthly contracted hours (40hrs) by standing order £616.20.
- ii. Clerks monthly overtime hours (26 hrs) for November by cheque £369.72
- iii. Oxford Association of Local Council Planning and website training for Cllr Church by cheque £144.00
- iv. Cllr Church travel expenses to the planning training sessions £6.60
- v. Oxford City Council monthly hall hire cost for November by standing order £20.00.
- vi. Society of Local Council C annual membership £220.00
- vii. Vertigo Zorbing have asked for a cheque to be re-raised as they did not receive the in July £450.

e) **Quarterly Budget Update**

The clerk confirmed that the councillors will be updated every month with the budget position via the parish report, and the figures will be included in the meeting minutes every quarter as highlight via the internal auditor's report.

Cost category	ACTUAL SPEND	BUDGETED
HMRC	£225.46	£0.00
SALARIES	£7,810.41	£7,440.00
WAH & MILEAGE	£56.08	£600.00
PENSION	£0.00	£300.00
STATIONARY/PRINTING/PHOTOCOPYING	£385.67	£250.00
PRINTING CONTRACT	£12.73	£250.00
POSTAGE	£29.82	£200.00
TELEPHONE	£10.00	£130.00
PROJECTOR	£0.00	£500.00

OALC MEMBERSHIP	£0.00	£1,676.62
SLCC MEMBERSHIP	£220.00	£200.00
EXPENSES	£19.80	£180.00
HALL HIRE	£180.00	£240.00
INSURANCE	£0.00	£665.23
AUDIT	£236.34	£500.00
TRAINING	£927.00	£2,400.00
WEBSITE (NEW)	£250.00	£750.00
WIX DOMAIN HOSTING	£86.40	£95.00
. GOV	£30.02	£0.00
MAILBOX	£0.00	£35.00
OFFICE 365	£0.00	£120.00
BUSINESS DROPBOX	£95.00	£120.00
CYPERSECURITY	£0.00	£500.00
OFFICE SPACE	£0.00	£1,200.00
COMMUNITY PROJECTS	£0.00	£15,000.00
ONLINE BANKING	£0.00	£240.00
GRANTS	£43, 094.94	£20,472.27

FC0154/19 TO THE FOLLOWING PLANNING APPLICATIONS - Applications: were considered:

7) 19/02675/CEU DEL Application to certify that the existing use of a ground floor flat is lawful development.	18 Kestrel Crescent, Oxford OX4 6DY	Northfield Brook Ward Blackbird Leys Parish Council	26.11.2019	No objection
8) 19/02784/ADV DEL Display of 3no. internally illuminated fascia signs and 1no. externally illuminated car club sign and 1no. non-illuminated car club sign.	12 Watlington Road Cowley Oxford OX4 6NF	Blackbird Leys Ward Blackbird Leys Parish Council	04.12.2019	No objection
9) 19/02844/FUL DEL Erection of a two-storey rear extension. Alteration to 1no. window to rear elevation. Insertion of 1no. window to side elevation.	9 Sawpit Road Oxford OX4 6BD	Blackbird Leys Ward Blackbird Leys Parish Council	06.12.2019 12.12.2019	No objection
10) 19/02885/FUL DEL Change of use from dwelling (Use Class C3) to House in Multiple Occupation (Use Class C4).	17 Druce Way Oxford OX4 6TG	Blackbird Leys Ward Blackbird Leys Parish Council	11.12.2019	No objection
11) 19/02890/FUL DEL Erection of a single storey front and single storey rear extension. Formation of 1no dormer to rear elevation in association with a loft conversion. Insertion of 3no. rooflights to front elevation.	5 Druce Way Oxford OX4 6TB	Blackbird Leys Ward Blackbird Leys Parish Council	19.12.2019	No objection
12) 19/02920/FUL DEL Demolition of existing garage, shed and conservatory. Erection of a two storey 1 x 1 bed dwellinghouse (Use class C3) and single storey rear extension.	3 Comfrey Road Oxford OX4 6SP	Blackbird Leys Ward Blackbird Leys Parish Council	13.12.2019	No objection

Provision of car parking, bin and bicycle storage.				
13) 19/02995/H42 DEL 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 4.5m, for which the maximum height would be 3.46m, and for which the height of the eaves would be 2.50M	5 Strawberry Path Oxford Oxfordshire OX4 6RA	Blackbird Leys Ward Blackbird Leys Parish Council	12.12.2019	No objection

MEETING

**FC155/19 –
ACTIONS**

Item No	Minutes Reference	ACTION	FOR	WHEN
1	2	Provide a telephone number of Car-parking contact	Cllr McIlveen	TBA
3	4	Provide a list of grant awardee's	Cllr McIlveen	TBA
4	6	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting
5	9	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
6	10	To provide contact details to the Chairman Community Payback	Cllr Humberstone	May Meeting
11	FC047/19 g) Hedges	Chairman to send photographs to Cllr Smith to follow up.	Chairman/Cllr Smith	ASAP
12	FC047/19 h) Tall Trees	Chairman to send details to Cllr Smith to follow up.	Cllr Church	ASAP
13	FC054/19 d) Bike Thefts	Cllr Church will forward the details to the clerk	Cllr Church/Clerk	ASAP
15	FC058/19 f) Parking	Cllr Smith will ask for Balfour Road to be included with the Traffic Engineer.	Cllr Smith	ASAP
17	FC062/19 a) Noticeboards	Confirm Catalyst offer of a noticeboard as part of the regeneration.	HT	ASAP

Item No	Minutes Reference	ACTION	FOR	WHEN
19	FC063/19 a) Signatories	Clerk to organise new signatories to be added to Parish bank account	Clerk	On-going
23	FC073/19 c) Noticeboard	To arrange planning permission for the noticeboard sites.	Clerk	ASAP
24	FC080/19 d) Holy Family Church	To investigate the recent change to the Churches status to a Grade 2 listed building and report back	Chairman	ASAP
25	FC083/19 a) Website	To take down the old website	Chairman	ASAP
27	FC083/19 a) Website	Councillors photos	Clerk	ASAP
28	FC091/19 s) Speed Watch	To contact Thames Valley Police to enquire about policy before a decision on.	Clerk	ASAP
29	FC091/19 s) Speed Watch	To find prices for all camera types and also research Thames Valley Police criteria for the next Parish Council meeting.	Maggie Lewis & Cllr Church	ASAP
30	FC0103/19 c) Twinning	To invite Angela Charlton to a Parish Council meeting to discuss twinning.	Cllr Gluza	ASAP
31	FC0115/19 a) Leys Festival	To update Mr. James with Leys Festival information	Clerk	Jan 2020
32	FC0115/19 a) Lighting Concerns	To provide report lighting concerns in Bullnose Morris, Ashmore Place and Druce Way.	Cllr McIlveen	ASAP
33	FC0117/19 b) Friendly's grant	Clerk to contact Friendly's and arrange final figure and payment.	Clerk	ASAP
34	FC0118/19 a) Agnes Smith	To raise and send out cheque.	Clerk	ASAP
35	FC0119/19 d) Quotation	To request a quotation to install the noticeboards for Direct Services	Clerk	ASAP
36	FC0143/19 a) Tuckers Rd garages	Community Response Team to check the garages are still boarded up	CRT	ASAP
37	FC0141/19 a) Noticeboards	Clerk to resubmit applications and copy in Cllr Smith and Hollie Tuckwell	Clerk	ASAP

38	FC0141/19 b) Website quotation	Clerk to source a quotation to add additional audit boxes to the website from appointed website contractor	Clerk	ASAP
39	FC0141/19 c) Review Grant Response	Councillors to review grant response on drop box submitted by Pegasus School	Councillors	Before 31/03/2020
40	FC0145/19 d) Letter to Catalyst	Clerk to write to Catalyst and ask for an update on resident's situation	Clerk	ASAP
41	FC0148/19 a) Report	Cllr McIlveen to report the complaint to the Council	Cllr McIlveen	ASAP
42	FC0153/19 a) External audit figures	Clerk and chairman to sign the updated AGAR form, and clerk to the external audit return via post	Clerk/chairman	ASAP
43	FC0153/19 b) appointing an internal auditor	Clerk and chairman to sign the internal auditor agreement, and clerk to return via post.	Clerk/chairman	ASAP
44	FC0153/19 c) internal audit actions	Clerk to add to the December agenda appointing an Internal Financial Auditor and registering with the information commission.	Clerk	December

FC155/19 ITEMS FOR NEXT AGENDA

- f) Budget Proposal for 2020-2021
- g) Co-option
- h) Appointing an Internal Financial Controller
- i) Register with the Information Commissioner

FC156/19 DATE OF NEXT MEETING

The note the date of the next meeting is Tuesday 17th December 2019 at 7.00 pm
Meeting closed at 21.25

SIGNED: _____

Councillor John Dillon - Chairman

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday 17th December 2019, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: **Parish Councillors:** John Dillon (Chair), Peter Nowland (Vice-Chair), Mark Franks, Ewa Gluza, Olamide Oladejo, Anthony Church and Imade Edosomwan.

OTHER COUNCILLORS: None

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

OTHERS PRESENT: **Members of the Public:** 5
City Council Councillors: Rae Humberstone
Thames Valley Police: Ehab Shahab & Soffia Lewis-Davies

APOLOGIES: The following apologies were received:
County Councillors: Deborah McIlveen
City Council Councillors: Sian Taylor and Hosnieh Djafari-Marbini
Oxford City Council Communities and Neighbourhoods: Hollie Tuckwell

FC0157/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None

FC0158/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the parish council meeting held on 26th November 2019.

FC0159/19 **CORRESPONDENCE**
For information, please contact the clerk if you require any further information.

FC0160/19 **PUBLIC PARTICIPATION**
None

FC0161/19 **APPROVING COUNCILLOR ABSENCE**
The clerk confirmed any councillor's taking 6 months of consecutive absence would need to have the absence and the reason approved by the councillors at a full parish council meeting. No individual including the clerk or chairman had authority to approve councillor absence.
Any unapproved absence of longer than 6 consecutive months would lead to an automatic disqualification.

FC0162/19 **APPOINTMENT OF AN INTERNAL FINANCIAL CONTROLLER**
It was **RESOLVED** Cllr Edosomwan to become the parish council's internal financial controller.

FC0163/19 **CO-OPTION**
a) It was **RESOLVED** by unanimous vote to co-opt Maggie Lewis on to the parish council.
b) It was **RESOLVED** by unanimous vote to co-opt Robert Davies on to the parish council.

FC0164/19

THAMES VALLEY POLICE

Ehab Shahab

Blackbird Leys and Greater Leys Neighbourhood Policing Team

Keys areas that are being focused on

Child Exploitation

- a) The Superintendent is looking to rent a space in Blackbird Leys for interacting with children whilst playing sports.
- b) A child protection was created after a child was found in a drug hotspot area; this was referred to the Multi Agency Safeguarding Hub (M.A.S.H).
The M.A.S.H team are working with the family.

Isolation and vulnerable people suffering from abuse

- c) 11 people were identified this month on the estate to be needing further care and support. This has been passed to the M.A.S.H team for further assessment.

Attended Coffee with Cops

- d) Monthly meeting at the residential homes on the estate.

Attended the Clockhouse Project

- e) Met with Amanda and will work closely to help the Clockhouse Project

Free Taxi services

- f) For elderly, vulnerable or isolated people so they can attend activities on Christmas Day.
Please contact sara@oxfordchristmaslunch.org for a space on Christmas Day between 12.30 -16.30, there is a 2 course meal and entertainment.

Gang Related Activity

- g) 30 stop checks in relation to drugs have taken place on the estate, along with checks at certain addresses.
- h) A closure notice has been obtained at an address on the estate so if people are visiting there that shouldn't be there is now a power of arrest in place.

Police office at Blackbird Leys

- i) The office should be manned over Christmas, but there will be some officers on leave.

FC0165/19

Soffia Lewis-Davies

Police Community Support Officer

School engagement

- a) PCSO's are attending primary schools and nurseries on the estate, to be a single point of contact. Engaging in talks and saying 'hi' at least twice month build a familiarity.

FC0166/19

OPERATIONS BOULVARDS

Speed Operation Overview

- a) Thames Valley Police provide the speed device and can attend, although others are able to sign out the speed device and conduct a speed check without an officer present.
- b) Speed enforcement letters can only be issued if the police attend the speed check. However, data collected without an officer present can be used to identify if there is a speed problem.
- c) When checking a road for speeding three speed checks are carried at different times of the day, on different days.
Morning, afternoon and evening (light permitting) the data is collected and compared against the national average to see if there is a speeding problem on that particular road.
- d) If a speeding problem is identified the onus is then put on the council to provide a speed calming measure. For example speed bumps or better signage.

- e) Road to be speed checked are normally identified by the public.
Action: ES to provide Clerk with date for community speed watch for date in January 2020
- f) Discussions were held regarding putting dummy speed camera signs at hotspots on the estate.
Action: ES to confirm if dummy signs can be used.

FC0167/19

BUDGET 2020-2021

It was **RESOLVED** by unanimous vote to approve the budget, the total budget amount is £54,047 therefore no increase in the precept for financial year April 2020 – March 2021.

- a) To increase the clerk's hours to 16 per week, an annual figure of £11,832.00.
- b) To pay Oxford City Council for the hall hire at the community centre, an annual figure of £240.
- c) To budget an annual figure of £500 for the HMRC.
- d) To budget an annual figure of £100 for 'Working from home' allowance.
- e) To budget an annual figure of £240 for the clerk's pension.
- f) To budget an annual figure of £300 for stationary, printing and photocopying cost.
- g) To budget an annual figure of £50 for postage costs.
- h) To budget an annual figure of £50 for telephone costs.
- i) An annual figure of £150 for Office 365.
- j) An annual figure of £150 for Business Dropbox
- k) An annual figure of £100 for Cyber Security
- l) An annual figure of £100 for the online bank account.
- m) An approximate figure of £2,100 for the Oxford Associations of Local Councils (O.A.L.C) annual membership cost.
- n) An approximate figure of £220 for the Society of Local Council Clerks (S.L.C.C) annual membership cost.
- o) An annual figure of £50 for expenses.
- p) An approximate annual figure of £965 for insurance.
- q) An approximate annual figure of £900 for an internal and external audit.
- r) An annual training budget of £1,800.
- s) An annual grant awarding budget of £28,000.
- t) An annual figure of £5,000 towards the Leys Festival 2020.
- u) An annual figure of £1,200 to the Chairman.

FC0168/19

CITY COUNCILLORS UPDATE

Cllr Humberstone

- a) As the Armed Forces and Veterans Champion would like to remind everyone if there is anyone who is struggling after leaving the forces to contact Cllr Humberstone so he can direct them to appropriate services.

FC0169/19

CITY COUNCILLORS UPDATE

Cllr Gluza

- a) Leys Festival meeting on 14th January at the Blackbird Leys community centre 3.30 pm but this will be confirmed nearer the time.

Cllr Edosomwan

- a) Would like to thank the police for their hard work, and would like to encourage police presence on the estate over the Christmas.

Cllr Church

- a) There is an Environmental Improvement Budget available to be used for tenants in the blocks of flats or in sheltered accommodation, this can be used for improvements and facilities such as WIFI, more information to follow.

FC0170/19

CHAIRMAN'S REPORT

- a) Thank you to everyone for their contributions, especially those who take the time to submit a monthly report as they are very helpful.
- b) The new website is looking good, please encourage people to use it.
- c) The parish is working towards becoming compliant and this should take place after this financial year.
- d) We have given out approximately £40,000 in grants to the parish this year.
- e) The grant process is still too complicated, it would be a good idea to split the process so that smaller grants under £500 are simpler to award. Anything over this should have a stricter process. We will be looking at this in the new year.
- f) We have had the 3 noticeboards made, and the planning applications are being worked on.
- g) We need to revisit the strategic plan and listen to community groups in the new year.

FC0171/19

CASHBOOK

It was **RESOLVED** to pay –

- a) Clerk salary December, £616.20 paid by standing order on or around 25.12.2019.
- b) Oxford City Council hall rent for January, £20 paid in advance by standing order on or around 12.12.2019
- c) The Information Office, annual fee £40, cheque number 101326.
- d) HMRC, £262.04, cheque number 101327.
- e) Clerk Overtime December 2019, £369.92, cheque number 101328.

FC0172/19 TO THE FOLLOWING PLANNING APPLICATIONS - Applications: were considered:

Application	Address	Ward	Deadline	Outcome
1) 19/02958/FUL DEL Erection of a two-storey building to create a 1 x 1-bed dwelling (Use Class C3). Provision of private amenity space, car parking and bin and cycle storage	29 Balfour Road Oxford Oxfordshire OX4 6AE	Blackbird Leys Ward Blackbird Leys Parish Council	26.12.2019	No objections
2) 19/02991/FUL DEL Demolition of existing lean-to. Erection of two storey side extension to create a 2 x 1-bed dwelling (Use Class C3). Insertion of 1no window to rear elevation and 1no. door to front elevation. Provision of bin and cycle storage.	14 Ladenham Road Oxford OX4 6AZ	Blackbird Leys Ward Blackbird Leys Parish Council	25.12.2019	Parish council agree with concerns raised by Oxford City Council of parking stress.
3) 19/02346/FUL DEL Change of use from a dwelling house (Use Class C3) to a House in Multiple Occupation (Use Class C4) (Amended site) (Amended plan) (Additional information)	2 Windale Avenue Oxford OX4 6JD	Northfield Brook Ward Blackbird Leys Parish Council	29.12.2019	Concerns discussed over parking.

FC0173/19 – MEETING ACTIONS

Item No	Minutes Reference	ACTION	FOR	WHEN
1	2	Provide a telephone number of Car-parking contact	Cllr McIlveen	TBA
3	4	Provide a list of grant awardee's	Cllr McIlveen	TBA
4	6	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting
5	9	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
6	10	To provide contact details to the Chairman Community Payback	Cllr Humberstone	May Meeting
11	FC047/19 g) Hedges	Chairman to send photographs to Cllr Smith to follow up.	Chairman/Cllr Smith	ASAP
12	FC047/19 h) Tall Trees	Chairman to send details to Cllr Smith to follow up.	Cllr Church	ASAP
13	FC054/19 d) Bike Thefts	Cllr Church will forward the details to the clerk	Cllr Church/Clerk	ASAP
15	FC058/19 f) Parking	Cllr Smith will ask for Balfour Road to be included with the Traffic Engineer.	Cllr Smith	ASAP
17	FC062/19 a) Noticeboards	Confirm Catalyst offer of a noticeboard as part of the regeneration.	HT	ASAP
19	FC063/19 a) Signatories	Clerk to organise new signatories to be added to Parish bank account	Clerk	On-going
23	FC073/19 c) Noticeboard	To arrange planning permission for the noticeboard sites.	Clerk	ASAP
24	FC080/19 d) Holy Family Church	To investigate the recent change to the Churches status to a Grade 2 listed building and report back	Chairman	ASAP
25	FC083/19 a) Website	To take down the old website	Chairman	ASAP
27	FC083/19 a) Website	Councillors photos	Clerk	ASAP

28	FC091/19 s) Speed Watch	To contact Thames Valley Police to enquire about policy before a decision on.	Clerk	ASAP
29	FC091/19 s) Speed Watch	To find prices for all camera types and also research Thames Valley Police criteria for the next Parish Council meeting.	Maggie Lewis & Cllr Church	ASAP
30	FC0103/19 c) Twinning	To invite Angela Charlton to a Parish Council meeting to discuss twinning.	Cllr Gluza	ASAP
31	FC0115/19 a) Leys Festival	To update Mr. James with Leys Festival information	Clerk	Jan 2020
32	FC0115/19 a) Lighting Concerns	To provide report lighting concerns in Bullnose Morris, Ashmore Place and Druce Way.	Cllr McIlveen	ASAP
33	FC0117/19 b) Friendly's grant	Clerk to contact Friendly's and arrange final figure and payment.	Clerk	ASAP
34	FC0118/19 a) Agnes Smith	To raise and send out cheque.	Clerk	ASAP
35	FC0119/19 d) Quotation	To request a quotation to install the noticeboards for Direct Services	Clerk	ASAP
36	FC0143/19 a) Tuckers Rd garages	Community Response Team to check the garages are still boarded up	CRT	ASAP
37	FC0141/19 a) Noticeboards	Clerk to resubmit applications and copy in Cllr Smith and Hollie Tuckwell	Clerk	ASAP
38	FC0141/19 b) Website quotation	Clerk to source a quotation to add additional audit boxes to the website from appointed website contractor	Clerk	ASAP
39	FC0141/19 c) Review Grant Response	Councillors to review grant response on drop box submitted by Pegasus School	Councillors	Before 31/03/2020
40	FC0145/19 d) Letter to Catalyst	Clerk to write to Catalyst and ask for an update on resident's situation	Clerk	ASAP
41	FC0148/19 a) Report	Cllr McIlveen to report the complaint to the Council	Cllr McIlveen	ASAP
42	FC0153/19 a) External audit figures	Clerk and chairman to sign the updated AGAR form, and clerk to the external audit return via post	Clerk/chairman	ASAP

43	FC0153/19 b) appointing an internal auditor	Clerk and chairman to sign the internal auditor agreement, and clerk to return via post.	Clerk/chairman	ASAP
44	FC0153/19 c) internal audit actions	Clerk to add to the December agenda appointing an Internal Financial Auditor and registering with the information commission.	Clerk	December
45	FC0166/19 e) Operation Boulevard	Date to be arranged for speed watch	Clerk/ES	ASAP
46	FC0166/19 f) Operation Boulevard	ES to confirm if dummy signs can be used.	Ehab Shahab	ASAP

FC174/19 ITEMS FOR NEXT AGENDA

- a) Strategic Aims

FC175/19 DATE OF NEXT MEETING

The note the date of the next meeting is Tuesday 28th January 2020 at 7.00 pm
Meeting closed at 20.35

SIGNED: _____

Councillor John Dillon - Chairman

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES - *draft*

Minutes of the Council Meeting held on Tuesday 30th January 2020, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: **Parish Councillors:** John Dillon (Chair), Peter Nowland (Vice-Chair), Mark Franks, Ewa Gluza, Olamide Oladejo, Anthony Church, Imade Edosomwan, Maggie Lewis and Robert Davies.

OTHER COUNCILLORS: **City Council Councillors:** Sian Taylor and Linda Smith

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

OTHERS PRESENT: **Members of the Public:** 2

APOLOGIES: The following apologies were received:
County Councillors: Deborah McIlveen
City Council Councillors: Rae Humberstone and Hosnieh Djafari-Marbini
Oxford City Council Communities and Neighbourhoods: Hollie Tuckwell
Thames Valley Police: Ehab Shahab & Soffia Lewis-Davies

FC176/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None

FC177/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the parish council meeting held on 17th December 2019.

FC178/19 **CORRESPONDENCE**
For information, please contact the clerk if you require any further information.

FC179/19 **PUBLIC PARTICIPATION**
None

FC180/19 **INTRODUCTION OF ANDREW HUMPHERSON (ROO) FROM OXFORD CITY COUNCIL**

- a) Has replaced Sarah Grubb and is working alongside Hollie Tuckwell to bring the various teams involved with the regeneration together, and will be attending future parish council meetings.

There has been lots of hard work behind the scenes, and the first stage is nearly completed, there will be consultation events coming soon.

- b) **Question 1: *There seemed to be delays in the progress and there are concerns the funding had been withdrawn from the project***
Is this the case?

The council has secured funding from the government for infrastructure costs and has also been awarded additional funds. This is a big development and is going to take a lot of money up front for the works to start, there are new energy efficiency standards that are affecting progress.

The council is working hard with Catalyst to get the best for the money out of the scheme and want to ensure what is shown is deliverable.

Funding is coming from various sources, there has been no backtracking on what has been outlined by Catalyst. Costs have raised as the standards have.

The project does not just need funding for the new houses it is also funding the new shops and the community centre.

The timescales are –

- Detail design - 2020
- Planning applications to be submitted - 2021
- Start building – 2022

There is a commitment to the start building date as the funding from the government dictates this.

- c) **Question 2: Previous discussions were indicating that building would start this year and the end of Knights Road would be started first. Is this still the case?**

The planning process is starting as soon as we are through the first stage. The pre-application agreement has already been set-out in principle by the council, once this is approved it means when the applications are submitted the planning stage can start quickly.

The plan is to start building at Knights Road, and at the same time, the work would start around the community centre.

- d) **Question 3: There were previous discussions about the redevelopment at Top Shops and the community centre area would follow Knights Road. Is this still the case?**

Only when the new shops are built would the old ones come down.

There are complications with the community centre as it cannot be done the same way as the shops, and there is going to be a lot more consultation to manage that part of the process. Which is why this next year is needed to give a better idea of the baseline so if there are changes, they can be tracked.

- e) **Question 4: Will the regeneration be taking into account any feedback or recommendation from the Citizen Assembly?**

It's a bit premature, as there has been a big jump in new planning regulations it is 40% more, and 40% better which is a big improvement.

- f) **Questions 5: Have the transport links been looked at by the council? Some residents can get to the doctors but can't get back.**

There have been initial high-level conversations regarding the issues and in principle, it has been very positive. Nothing formal can be agreed until we have a scheme confirmed, this will take place at the next stage.

- g) **Question 6: Is any of the housing for Key Workers?**

There is a minimum of 289 houses and around 34 are to be built at Knights Road, there is a mix of shared ownership, social renting and sale properties.

There are no key worker houses.

- h) **Question 7: What is the reason for building starting at Knights Road?**

Work is being phased so the shops can stay open. The costs also play a big part as the private for-sale housing is subsidising the project, so that needs to go on the marketing first to reduce the borrowing. As if the borrowing goes up so does the cost.

- i) It was noted there will be a newsletter coming out to residents that will be directly affected by the regeneration, this will be circulated before the engagement meetings in March 2020.
- j) Discussions were held regarding if the end date of the regeneration project had been moved. It was commented that the regeneration project was a process not an event and the end date has not changed.

FC181/19

CHAIRMANS REPORT

- a) **Lord Mayors Event**

Attended with the clerk the Lord Mayor's Christmas event and made lots of good contacts.

b) Growing Parish Council

Really pleased we have lots more proactive councillors on board, the parish council is growing and becoming more productive.

c) Chairman for 2020

Due to personal commitments and health reasons will not be standing for chairman at the next election in May. Would like to encourage councillors to come forward and express an interest with the clerk.

d) Leys Festival Meeting

Thank you to Cllr Church for taking and circulating the meeting minutes, it is sounding really good.

e) Speed Watch Operation

It was surprising how many people thought the road was 30 mph and not 20 mph the results have been circulated by the police to the parish council.

There were discussion regarding how to identify future roads for the speed watch.

f) Resignations

Two possible resignations from Cllr Funge and Cllr Watson.

FC182/19

CLERKS UPDATE

a) ILCA Certificate

Clerk confirmed the Introduction to Local Council Administration certificate had been obtained.

b) Meeting Actions

Request for everyone to check the meeting actions at the back on the meeting minutes, if they have any progress to report back.

c) Registration with the Information Commissioner

We are now registered with the Information Commissioner for an annual fee of £40.

d) Precept Additional Funds

Due to there being additional band D properties on the estate there has been an increase in the precept by £340 for the year. Although the parish council has not increased the precept this year.

e) Grants

- I. Still confusion in the community regarding the deadline, a chase email was sent to last year's awardees and additional responses have been received.
- II. Clerk advised councillors to log on the Dropbox where all parish information is saved, the grant responses and applications need to be reviewed by the councillors so a decision can be reached in the March meeting.
- III. Grant responses have been submitted without any evidence as outlined in the grant policy. The clerk advised councillors review the information to ensure they are satisfied.
- IV. There were discussions held regarding
 - a. The payment frequency to the grant awards.
 - b. Level of criteria that would satisfy the awards.
 - c. Loss of the pitching part of the process.
 - d. A workshop for residents to attend to assist with completing the grant forms.
- V. The chairman suggested for a working group to be formed to review these issues, the applications and responses and to make recommendations to the full parish.

Grants working group

 1. Emma Kearney (Clerk)
 2. Cllr Nowland
 3. Cllr Franks

4. Cllr Gluza
5. Cllr Church
6. Cllr Davies

Action: Clerk to arrange grants working group meeting

f) Noticeboards

- I. The scale drawing of the noticeboard had to be redrawn by the clerk.
- II. The noticeboard planning applications keep being rejected due the block plan and location maps, a draft version of both have been sent into the planning department for approval.

g) Signatories

Cllr Gluza and Cllr Oladejo have been confirmed by the bank as signatories for the parish council bank account.

PARISH COUNCILLORS REPORTS

Cllr Lewis

a) Neighbourhood Watch

- I. Had an interview on Radio Oxford on New Year's Eve and discussed Neighbourhood Watch in Blackbird Leys.
- II. Was passed a referral via the Community Response Team for someone who is interested in joining the Neighbourhood Watch scheme.
- III. Attended the Leys Festival Steering Group meeting and is planning to have a Neighbourhood Watch stall at the festival.
- IV. Attending a meeting with Daniel Courtney regarding Neighbourhood Watch.
- V. Attended the Clockhouse at the social club.

b) Speed Watch Operation

Attended the speed watch operation.

c) Crime reports

Cllr Lewis can produce a report for reported crimes in the parish, the statistics are taken from Police UK.

FC183/19

Cllr Davies

a) Leys Festival

Has attended the Leys Festival Steering Group meeting and has arranged free advertising with Oxford Bus Company. Oxford Bus Company will be having a stall at the festival free of charge in exchange.

b) Sports Group

Will be creating a project with regards to sporting and will be submitting a grant application to the parish council.

FC184/19

Cllr Church

a) Website Accessibility for the Visually Impaired

Has attended a training course and the parish council need to ensure the website is accessible to the visually impaired by September 2020. The course slides have been passed to the clerk to put on Dropbox, if anyone wishes to view them.

b) SEN Conference

Will be attending this on behalf of the parish council in March at a venue in Reading.

FC185/19

Cllr Franks

1. Northfields School Consultation

Attended this on behalf of the parish council, the plans looked good.

2. Neighbourhood Watch

FC186/19

Is working on this in the parish.

3. **BBL Parish Council 30th anniversary**

Wanted to highlight that it is the Blackbird Leys Parish Councils 30th Anniversary this year. Might be an idea to invite old councillors and the Lord Mayor.

Action: Clerk to find out exact date of the 30th Anniversary

FC187/19

Cllr Gluza

Leys Festival

- a) Would like to thank everyone who attended the Leys Festival Steering group, it was a very positive meeting.
- b) The festival date has been confirmed as Saturday 6th June from 12-5pm, with a quiet hour at the beginning from 12 -1pm.
- c) The ideas for the festival are to promote education, be fun, with an exhibition of the history of Blackbird Leys.
Also with activities for children with a view to integrate cultures
- d) Most of the activities will be free but some may be either 50p or £1.
- e) Food is likely to be priced between £3- £6, but not to be too expensive.
- f) The Steering Group will be split into smaller groups to work on key areas.
- g) If any money is left over from the festival it will be used for other community events.
- h) Discussions were held regarding previous years namely the floats and parades, it was commented that costs are prohibitive for these types of activities at the festival.
- i) Discussions were held regarding the times the festival could take place, namely finishing early evening. This restriction was put in place by Thames Valley Police in order to keep everyone safe.
- j) A funding source was identified by Councillor Church via the City Council.
- k) Next Leys Festival Steering Group meeting is Monday 3rd February 2020 and Monday 17th February 6pm – 7pm at the community centre.

FC188/19

Cllr Odelajo

a) Leys Festival

Attended the Leys Festival Steering Group and is working to find suitable activities for the children to do.

FC189/19

Cllr Edosomwan

a) Widening Windrush Meeting

Involved with the 'Movement for Justice' event at the Glow Hall, a group including two barristers from London attending and gave a talk.

The essence of the talk was to say we are not trying to forget about the past but to learn from it, and use the experience to make things better.

The purpose is to bring the communities together.

FC190/19

Cllr Nowland

a) Attended the 'Widening Windrush' meeting at the Glow Hall.

b) Attended the 'Homeless Project' which is being used by people on zero hours contracts.

c) There are talks to start a 'Family Meal Project' for those families that are on in work benefits and in working poverty.

d) Cllr Nowland retires this week.

e) Graffiti on the estate is starting to increase.

- f) Parking on Druce Way has started to become a problem as BMW workers are parking in the resident area. There are concerns that they have noticed when the Enforcement Officers are not present.
- g) Windale House has an issue with the heating, it is very cold in there at the moment.

Action: *Cllr Smith to increase the frequency of Enforcement Officers on the estate.
Cllr Smith to raise issue with housing to regarding Windale House.*

CITY COUNCILLORS REPORTS

FC191/19

Cllr Smith

- a) Has been involved with significantly reducing the electricity at the Leys Leisure Centre and making it more environmentally friendly.
- b) **Blackbird Leys Boxing Club**
Ambitious plans to have their own dedicated space, this is being worked on.
- c) **License for Privately Rented Properties**
Working at the moment to have all privately rented properties in the city licensed, this will need government backing and should come into place at the end of this year.

FC192/19

Cllr Taylor

- a) Birchfield Close is having an upgrade soon.
 - b) Citizen Assembly was a good process, and the work is on-going.
 - c) There has been casework of graffiti on the estate.
Discussions were held regarding the concerns of reported graffiti being taken down from the 'fix-my-street' website before the graffiti has been removed.
There were further discussion that reports are added to a schedule.
- Action:** *Cllr Taylor to follow -up with Polly Smart regarding graffiti schedule for the estate*

FC193/19

FINANCIAL MATTERS

Cashbook

It was **RESOLVED** to pay –

- f) Clerk January wages for 40 hours £616.20 by BACs payment.
- g) Oxford City Council hall hire £20, by BACs payment.
- h) Clerk January overtime for 26 hours £369.72 by cheque no: 101329
- i) Clerk January expenses £57.17 by cheque no: 101330.
- j) Oxford Association of Local Council for 'Chairmanship Skills' training for Cllr Church £108 by cheque no: 101331.
- k) Viking for printer ink £51.58 by cheque no: 101332
- l) **Total spend for January: £1, 222.67**
- m) To re-raise cheque no 101259 from 'Agnes Smith' to 'Blackbird Leys Neighbourhood Support Scheme' (BLNSS Ltd) by cheque no: 101333 for grant award from 2018-19 of £5,000.

Application	Address	Ward	Deadline	Outcome
1) 20/00002/FUL DEL Erection of a single storey rear and side extension. Conversion of garage to create habitable space. Provision of bin and bicycle storage.	14 Frys Hill Oxford OX4 7GN	Northfield Brook Ward Blackbird Leys Parish Council	06.02.2020	No objections
2) 19/03236/FUL COMM Replacement of existing south west and north west elevations.	Oxford Retail Park Ambassador Avenue Oxford OX4 6XJ	Blackbird Leys Ward Blackbird Leys Parish Council	02.02.2020	No objections
3) 19/03297/CT3 COMM Alterations to entrance doors.	1-7 Birchfield Close (Odds), 49-55, 57-63, 65-71 Pegasus Road (Odds) Oxford Oxfordshire	Northfield Brook Ward Blackbird Leys Parish Council	30.01.2020	No objections
4) 19/03299/CT3 COMM Alterations to 3no. entrance doors	Site Of 21-55 Birchfield Close Oxford Oxfordshire OX4 6DL	Northfield Brook Ward Blackbird Leys Parish Council	30.01.2020	No objections
5) 19/02920/FUL DEL Demolition of existing garage, shed and conservatory. Erection of a two storey 1 x 1 bed dwelling house (Use class C3) and single storey rear extension. Provision of car parking, bin and bicycle storage. (amended site plan)	3 Comfrey Road Oxford OX4 6SP	Blackbird Leys Ward Blackbird Leys Parish Council	30.01.2020	No objections
6) 19/02958/FUL DEL Erection of a two-storey building to create a 1 x 1-bed dwelling (Use Class C3). Provision of private amenity space, car parking and bin and cycle storage. (amended plans)	29 Balfour Road Oxford Oxfordshire OX4 6AE	Blackbird Leys Ward Blackbird Leys Parish Council	05.02.2020	Action: Cllr Franks to investigate and report back if necessary.
7) 19/03278/FUL DEL Erection of a two storey 1 x 2 bed dwelling house (Use Class C3) (Retrospective).	10A Knights Road Oxford Oxfordshire OX4 6DF	Northfield Brook Ward Blackbird Leys Parish Council	13.02.2020	No objections

FC195 /19 – MEETING ACTIONS

Item No	Minutes Reference	ACTION	FOR	WHEN
1	2	Provide a telephone number of Car-parking contact	Cllr McIlveen	TBA
3	4	Provide a list of grant awardee's	Cllr McIlveen	TBA
4	6	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting
5	9	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
6	10	To provide contact details to the Chairman Community Payback	Cllr Humberstone	May Meeting
11	FC047/19 g) Hedges	Chairman to send photographs to Cllr Smith to follow up.	Chairman/Cllr Smith	ASAP
12	FC047/19 h) Tall Trees	Chairman to send details to Cllr Smith to follow up.	Cllr Church	ASAP
13	FC054/19 d) Bike Thefts	Cllr Church will forward the details to the clerk	Cllr Church/Clerk	ASAP
15	FC058/19 f) Parking	Cllr Smith will ask for Balfour Road to be included with the Traffic Engineer.	Cllr Smith	ASAP
17	FC062/19 a) Noticeboards	Confirm Catalyst offer of a noticeboard as part of the regeneration.	HT	ASAP
19	FC063/19 a) Signatories	Clerk to organise new signatories to be added to Parish bank account	Clerk	FC182/19 g)
23	FC073/19 c) Noticeboard	To arrange planning permission for the noticeboard sites.	Clerk	FC182/19 f)
24	FC080/19 d) Holy Family Church	To investigate the recent change to the Churches status to a Grade 2 listed building and report back	Chairman	ASAP
25	FC083/19 a) Website	To take down the old website	Chairman	ASAP

27	FC083/19 a) Website	Councillors photos	Clerk	ASAP
28	FC091/19 s) Speed Watch	To contact Thames Valley Police to enquire about policy before a decision on.	Clerk	Complete
29	FC091/19 s) Speed Watch	To find prices for all camera types and also research Thames Valley Police criteria for the next Parish Council meeting.	Maggie Lewis & Cllr Church	ASAP
30	FC0103/19 c) Twinning	To invite Angela Charlton to a Parish Council meeting to discuss twinning.	Cllr Gluza	ASAP
31	FC0115/19 a) Leys Festival	To update Mr. James with Leys Festival information	Clerk	Complete
32	FC0115/19 a) Lighting Concerns	To provide report lighting concerns in Bullnose Morris, Ashmore Place and Druce Way.	Cllr McIlveen	ASAP
33	FC0117/19 b) Friendly's grant	Clerk to contact Friendly's and arrange final figure and payment.	Clerk	Complete
34	FC0118/19 a) Agnes Smith	To raise and send out cheque.	Clerk	Complete
35	FC0119/19 d) Quotation	To request a quotation to install the noticeboards for Direct Services	Clerk	ASAP
36	FC0143/19 a) Tuckers Rd garages	Community Response Team to check the garages are still boarded up	CRT	ASAP
37	FC0141/19 a) Noticeboards	Clerk to resubmit applications and copy in Cllr Smith and Hollie Tuckwell	Clerk	Complete
38	FC0141/19 b) Website quotation	Clerk to source a quotation to add additional audit boxes to the website from appointed website contractor	Clerk	Complete
39	FC0141/19 c) Review Grant Response	Councillors to review grant response on drop box submitted by Pegasus School	Councillors	Before 31/03/2020
40	FC0145/19 d) Letter to Catalyst	Clerk to write to Catalyst and ask for an update on resident's situation	Clerk	N/a
41	FC0148/19 a) Report	Cllr McIlveen to report the complaint to the Council	Cllr McIlveen	ASAP
42	FC0153/19 a) External audit figures	Clerk and chairman to sign the updated AGAR form, and clerk to the external audit return via post	Clerk/chairman	FC153/19 a)

43	FC0153/19 b) appointing an internal auditor	Clerk and chairman to sign the internal auditor agreement, and clerk to return via post.	Clerk/chairman	FC153/19 b)
44	FC0153/19 c) internal audit actions	Clerk to add to the December agenda appointing an Internal Financial Auditor and registering with the information commission.	Clerk	FC0162/19
45	FC0166/19 e) Operation Boulevard	Date to be arranged for speed watch	Clerk/ES	Complete
46	FC0166/19 f) Operation Boulevard	ES to confirm if dummy signs can be used.	Ehab Shahab	ASAP
47	FC182/19 e) V. Grants working group	Clerk to arrange grants working group meeting	Clerk	ASAP
48	FC186/19 c) 30 th Anniversary	Clerk to find out exact date of the 30 th Anniversary	Clerk	ASAP
49	FC190/19 d) Parking	To increase the frequency of Enforcement Officers on the estate.	CLlr Smith	ASAP
50	FC190/19 g) Heating	To raise issue with housing to regarding Windale House	CLlr Smith	Complete
51	FC192/10 c) Graffiti	To follow -up with Polly Smart regarding graffiti schedule for the estate	CLlr Taylor	Complete
52	FC194/19 6) 19/02958/ FUL DEL	To investigate planning application and report back if necessary.	CLlr Franks	ASAP

FC196/19 ITEMS FOR NEXT AGENDA

- a) Credit Union

FC197/19 DATE OF NEXT MEETING

The note the date of the next meeting is Tuesday 25th February 2020 at 7.00 pm
Meeting closed at 21.15

SIGNED: _____

Councillor John Dillon – Chairman

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES - *draft*

Minutes of the Council Meeting held on Tuesday 25th February 2020, at 7.00 pm in the Community Centre, Blackbird Leys Road, Blackbird Leys, Oxford.

MEMBERS PRESENT: **Parish Councillors:** John Dillon (Chair), Peter Nowland (Vice-Chair), Deborah McIlveen, Mark Franks, Ewa Gluza, Anthony Church, Imade Edosomwan, Maggie Lewis and Robert Davies.

OTHER COUNCILLORS: **City Council Councillors:** Rae Humberstone, Hosnieh Djafari-Marbini and Linda Smith.

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

OTHERS PRESENT: **Members of the Public:** 2.

APOLOGIES: The following apologies were received:
Parish Councillors: Olamide Oladejo.
City Council Councillors: Sian Taylor.
Oxford City Council Communities and Neighbourhoods: Hollie Tuckwell.
Thames Valley Police: Ehab Shahab & Soffia Lewis-Davies.

FC198/19 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None.

FC199/19 **MINUTES OF PREVIOUS MEETINGS**
It was **RESOLVED** to accept the minutes for the parish council meeting held on 28th January 2020.

FC200/19 **CORRESPONDENCE**
For information only, please contact the clerk if you require any further details.

FC201/19 **PUBLIC PARTICIPATION**
Clerk contacted by a resident to requested assistance with parking issues.
Action: Cllr Humberstone to contact resident to discuss further

FC202/19 **CHAIRMANS REPORT**
a) Druce Way Parking
One side of the road with the parking signs are happy, but the other side that doesn't have signs are not as this area is still being used by BMW workers for parking.
Action: Cllr Humberstone to visit residents and discuss.
b) Rubbish on the estate
On walking around the estate there is a lot of rubbish around.
Action: Clerk to email Maya from 'Spucin' up the Leys' to ask when the next local litter pick is.

FC203/19 **CLERKS UPDATE**
a) Grants update
All of this year's grant applications have been saved to the Dropbox for review. The Grants Working Group are meeting on 26th March 2020 at the Blackbird Leys Community Centre at 6pm to review and make recommendations.
b) Noticeboard Update

- i. Thank you for Cllr Taylor for assisting with our planning applications, the block plan and locations maps drafts have been approved.
Action: Clerk to complete location plans and block maps
 - ii. There were discussions regarding the clerk obtaining quotation to have the noticeboards installed.
Action: Clerk to contact Direct Services for a quotation
 - iii. There were discussions regarding advertising the meeting agenda at the local library until the parish noticeboards are in use.
Action: Cllr Church to ask permission at the library
- c) **Councillor Responsibilities**
The Councillor Responsibilities and Wards were reviewed and confirmed as follows –

	Name	Ward & Responsibilities
1.	John Dillon (Chairman)	Blackbird Leys Communications Litter / Dog Fouling Chairing
2.	Peter Nowland (Vice Chair)	Blackbird Leys Planning Friendly's Chairing
3.	Deborah McIlveen	Blackbird Leys Strategy/Governance Young Engagment Community Safety
4.	Olamide Oladejo	Blackbird Leys Leys Festival Litter/dog fouling Law
5.	Imade Edosomwan	Blackbird Leys Leys Festival
6.	Robert Davies	Blackbird Leys Leys Festival Youth Engagement
7.	Vacancy	Blackbird Leys
1.	Ewa Gluza	Northfield Brook Leys Festival Accounting skills Planning Schools Website/Communications Youth Engagement Chairing Police Treasurer, Oxford European Association

		Oxford Polish Association Members, IAG Thames Valley
2.	Mark Franks	Northfield Brook Planning Neighbourhood watch Police Highways / Potholes / Speeding Litter / Dog Fouling Youth Community Engagement Charities knowledge Oxford Urban Wildlife Group Trustee
3.	Anthony Church	Northfield Brook Planning
4.	Maggie Lewis	Northfield Brook Neighbourhood Watch Community Speed watch
5.	Vacancy	Northfield Brook
6.	Vacancy	Northfield Brook
7.	Vacancy	Northfield Brook

d) Speed Watch Operation

- i. Clerk confirmed an email had been circulated to parish councillors asking if anyone was interested in arranging another date, there has not been any interest.
- ii. There were discussion that the parish councillors were working on other areas and that this could be readdressed at a later date.
- iii. It was also discussed that parents may be interested in being involved with future speed watches.

Action: Clerk to ask HT to contacting local schools to see if parents were interested in being involved.

FC204/19

CASUAL VACANCIES

There are two casual vacancies as Cllr Funge and Cllr Watson have not been involved in any parish activity for six months.

FC205/19

COUNCILLOR TRAINING

- a) The clerk commented it would be best practise for the parish councillors to attend training.

It was agreed for councillors to attend the following –

1. Cllr Lewis

- i. Reframing conflict
- ii. Volunteering and the law
- iii. Role and Responsibilities

2. Cllr Edosomwan & Cllr Davies

- i. Roles and Responsibilities

FC206/19

CREDIT UNION

Discussion were held regarding the impact of the Credit Union closing down on the estate.

It was commented that people can keep their accounts, they just will not have a local branch they can visit. The closure would only impact community groups, but they could obtain a bank account at main stream a bank.

FC207/19

COMMUNITY RESPONSE TEAM

Nick Prior

- a) Report from 28.01.2020
178 cases recorded there were 19 for the parish mainly noise related which can be music, domestic or dogs barking.
- b) There are no major operations in parish.
- c) Hollie Tuckwell has requested for all to complete the Gillian's Park survey, that was emailed out on the 27th February.
- d) There were discussion regarding 'Ox Clean' date for this year.
- e) There were discussions regarding organising a dog fouling campaign on the estate.

Action: Nick Prior to liaise with the parish council to arrange a date.

FC208/19

PARISH COUNCILLORS REPORTS

Cllr Church

- a) Has arranged for the 'Tenants Involvement Team' from Oxford City Council to run an advertisement in 'Tenants in touch' for the Leys Festival, they are also interested in having a stall on the day.
- b) The paths in Gillian's Park have flooded during the heavy rain, and is causing an issue as residents are unable to use the path. There was an incident where a man in a mobility scooter tried to go across the grass but became bogged down and fell out of his mobility scooter. Fortunately, Cllr Church was there to assist. Cllr Church contacted the Parks Department to arrange an onsite meeting to see if the same work that had been done in Blackbird Leys Park could be done in Gillian's but has had no response yet.
 - i. It was commented that there have been previous efforts by the chairman of the parish council involving Stuart Fitzsimmons and use of the 3-year paths budget recommended by Cllr Smith. The paths were redone but there was no improvement to either raise or slant and therefore the puddles remain.
 - ii. It was further commented that Cllr McIlveen had also sent photographs of the paths since they were redone as the material used was tarmac and not as good as what was used previously. The park is considered to be bog land, and will continue to flood unless a platform is put in. It was suggested that residents could use the path that goes against wall instead.
- c) Diabetes awareness event to be hosted by 'Go Active' to be held at the Blackbird Leys Leisure Centre between 12.30 to 14.00 on Thursday 27th March 2020.
- d) Has arranged for the Tenant Involvement Team to put on a free craft morning at Friendly's, also there are guest speakers schedule to attend. More information will follow.

FC209/19

Cllr McIlveen

- a) Reporting rubbish
 - b) Reporting Street lighting
 - c) Safe Leys has had a meeting, and is arranging another.
- Action:** Meeting to be arranged by Cllr McIlveen and circulated to the parish council
- d) Residence parking permits price around Kassium Stadium are increasing from £15-£16, as of 1st April 2020.

FC210/19

Cllr Edosomwan

- a) Has been working on the Leys Festival as mentioned by Cllr Gluza.
- b) Re-raised concerns regarding the lighting around the parish especially the alleyway by the Bullnose Morris.

FC211/19

Cllr Franks

- a) Oxford Mail has not attended since the staffing change, it would be good to have attendance again especially with up and coming events such as the Leys Festival.
Action: Clerk to make contact and obtain preferred email address to send future agenda's to.

FC212/19

Cllr Davies

- a) Has been working on the Leys Festival as mentioned by Cllr Gluza.
- b) The Blackbird Leys Leisure centre is having an open day the same time as the Leys Festival, there will be football and basketball among other activities to showcase what they do for the community during the Leys Festival.

FC213/19

Cllr Gluza

LEYS FESTIVAL

- a) The date for the festival has been confirmed as Saturday 6th June from 12 -5 pm with a quiet hour at 12- 1pm for those with special needs.
- b) Huge thanks to Hollie Tuckwell who has arranged for the land for free of charge, saving between £500 - £1,500.
- c) Cllr Lewis will be working on the history of the parish and on 12 iconic photos.
- d) Cllr Davies will be working on advertising and has arranged for the Leys Festival to be advertised on all buses with a digital screen, for 14 days before the event.
- e) Cllr Edosomwan and Jayne Watson will be working on the food.
- f) There will be no glass allowed onsite, and the festival will try to be environmentally friendly.
- g) Sue Price is working with local schools and engaging with Leys News.
- h) Eric is working with local businesses and raising sponsorship. He is also working on the entertainment and stage performance. Has appointments with Oxford United and Lidl.
- i) Arrangements are being made for free transport to the event to ensure all can attend, funding is being sourced.
- j) Working towards obtaining a 'Leys Steering Group' bank account.
- k) An application has been made to Oxford University to cover the costs of the history exhibition, and for the children's fancy dress prizes.
- l) Intending to apply to the 'We are Oxford' funding scheme.
- m) Please refer to 'Leys Festival' Facebook page at 'Leys Festival' for more information.
- n) Possibility of free water at the event for all people, it will cost £300 for 20,000 litres of water.
- o) This year's Leys Festival will be hosted and insured by 'Oxford Polish Association' and 'The Leys Festival Steering Group', and is sponsored by the 'Blackbird Leys Parish Council' and others.

FC214/19

Cllr Lewis

- a) **Neighbourhood Watch**
There will be a stall at the Leys Festival, and there will be information about the Neighbourhood Watch Scheme.
- b) **Quiz**
Working on a 20-question quiz, for the Leys Festival and organising the prizes.
- c) **History**
Working on different elements of the history of the parish.
- d) **Photographs**
Working on sourcing different photos of the parish.

FC215/19

Cllr Nowland

- a) Concerns raised regarding parking tickets being issued.

CITY COUNCILLORS REPORTS

FC216/19

CLlr Humberstone

a) Fire at the Flats

Has been working with the residents effected by the fire in the flats by Pegasus Court. Most of the residents have been rehoused, and there is one resident that is still waiting for a permanent solution.

Will be contacting Catalyst to discuss what went wrong with the communication.

b) Carparking issues

c) Pot holes

d) Lord Lieutenant

e) The Lord Lieutenant, Tim Stevenson OBE, has expressed a wish to engage with local groups in our community.

Action: Clerk to liaise with Lieutenants office.

f) Alleyways

Discussions were held regarding the many alleyways on the estate, and how they can be dangerous with the use of mini-motors. This was mentioned to Catalyst to be considered when planning the regeneration.

FC217/19

CLlr Djafari-Marbini

a) Casework

On the estate including pot holes, community safety and wall lengths.

b) Brexit

Working with groups to support vulnerable people to fill in application forms.

c) Inequality in Society

Has been working with a local group that are proposing a public meeting to mark the 10-year review of the Marmot Report on health inequalities.

There were discussions around the discrepancies between the two wards.

FC218/19

CLlr Smith

a) Regeneration

i. A report is going to the City Council cabinet on 11th March 2020 and it is very significant, as it will try and fix down the costs and allocate the money to make the regeneration happen.

ii. Not putting a planning application in until January 2021, so there is a lot of work to do.

iii. There is huge funding from the City Council is around £100,000,000 and the sale for private property will only cover around £80, 000.

b) Parish Council Cil Fund

The parish council is likely to receive Community Infrastructure Levy in 2022-2023 of £200,000 plus, it would be good to consider how the parish council would spend this money.

COUNTY COUNCILLOR

FC219/19

CLlr McIlveen

a) There has been casework regarding social services and racial harassment.

b) Blackberry Lane has been cleared.

c) £3 million has been made available to youth services from the County Council.

d) South Oxford District Council may withdraw their local plan, which would impact the Grenoble Road development and other neighbouring districts. The County Council has proposed to take this on instead of it going to the minister.

e) Head of Children Services is leaving.

FC220/19

FINANCIAL MATTERS

a) Leys Festival

It was **RESOLVED** to pay directly on receipt of an invoice the following –

	Item	Supplier	Price	Details
1.	Portaloos	Taplins	£468	3 x standard 1 x disabled
2.	Fencing	OCC	£360	90 x 2 m approx. barriers including transport VC to follow up
3.	First Aid		£265	Oxon Event Medic
4.	Fire Extinguisher		£72	4 x Fire Extinguishers Oxford Hire
5.	Hay bales	Abbots & Co	£250	30 Hay bales
6.	Story museum		£400	Tent and activities
7.	Farms-2-Ewe		£650	Full farm with washing facilities
8.	PA System	Jack FM	£300	PA Hire Jack FM
9.	Funtime/Climbing wall - £645 Soft Play - £95 Obstacle Course - 115ft - £795 21ft x 27ft Sea World Combo Playbed £260 Staff x 2 x5 x 35 = £350 Generator x 1 = £80		£2,225.00	Funtime
	Total		£4, 990.00	

b) Cashbook

The cashbook was reviewed by the parish councils financial controller (Cllr Edosomwan) and it was **RESOLVED** to pay –

- i. The Clerk's February salary by bacs payment £616.20.
- ii. The Clerk's February overtime by cheque, no: 101334 £369.72.
- iii. The Clerk's expenses by cheque, no: 101335 £35.73.
- iv. Oxford City Council for Hall Hire by bacs, £20.00.
- v. Oxford Association of Local Councils, Roles and Responsibility training course for Cllr Lewis, Cllr Edosomwan, and Cllr Davies by cheque, no: 101336, £336.00.

c) Budget Update

The Clerk confirmed the budget position from the budget period April 2019 – March 2020.

Cost category	ACTUAL SPEND	BUDGETED
HMRC	£487.50	£0.00
SALARIES	£10,521.89	£7,440.00
WAH & MILEAGE	£56.08	£600.00
PENSION	£0	£300.00
STATIONARY/PRINTING/PHOTOCOPYING	£437.25	£250.00
PRINTING CONTRACT	£12.73	£250.00

POSTAGE	£23.22	£200.00
TELEPHONE	£10	£130.00
PROJECTOR	£0	£500.00
OALC MEMBERSHIP	£0	£1,676.62
SLCC MEMBERSHIP	£220	£200.00
INFORMATION COMISSIONER MEMBERSHIP	£40	£0
EXPENSES	£97.80	£180.00
HALL HIRE	£220	£240.00
INSURANCE	£0	£665.23
AUDIT	£236.34	£500.00
TRAINING	£1,525	£2,400.00
WEBSITE (NEW) - CIL	£250	£750.00
WIX DOMAIN HOSTING - CIL	£86.40	£95.00
. GOV	£30.02	£0.00
MAILBOX	£0	£35.00
OFFICE 365	£0	£120.00
BUSINESS DROPBOX	£95	£120.00
CYPERSECURITY	£0	£500.00
OFFICE SPACE	£0	£1,200.00
COMMUNITY PROJECTS	£0	£15,000.00
ONLINE BANKING	£0	£240.00
GRANTS	£36,778.05	£20,472.27
TOTAL	£56,934.30	£54,064.12

FC221/19 TO THE FOLLOWING PLANNING APPLICATIONS - Applications: were considered:

	Application	Address	Ward	Deadline	Outcome
1.	20/00176/FUL DEL Erection of a two-storey side extension.	16 Ladenham Road Oxford OX4 6AZ	Blackbird Leys Ward	28.02.2020	No objections
2.	20/00186/ FUL DEL Demolition of existing conservatory. Erection of single storey rear extension.	200 Sandy Lane Oxford OX4 6TD	Blackbird Leys Ward	04.03.2020	No objections
3.	20/00221/VAR DEL Variation of condition 1 (5-year time limit) of planning permission 15/00735/VAR (Variation of condition 2 of planning permission 13/0048/VAR to allow for retention of temporary portacabin office use for a further period of 5 years.) To allow extend use of the rear portacabin for a further 5 years.	96 Blackbird Leys Road Oxford Oxfordshire OX4 6HS	Blackbird Leys Ward	02.03.2020	No objections
4.	20/00374/FUL DEL Conversion of garage to habitable space and provision of additional parking space to front.	17 Teal Close Oxford OX4 7GU	Northfield Brook Ward	18.03.2020	No objections
5.	19/03297/CT3 DEL Replacement of entrance doors. <i>This application requires re-advertisement.</i>	1-7 Birchfield Close (Odds) 49-55, 57-63, 65 -71 Pegasus Road (Odds) Oxford Oxfordshire	Northfield Brook Ward	02.03.2020	No objections
6.	19/03299/CT3 DEL Replacement of entrance doors. <i>This application required re-advertisement</i>	Site of 21-55 Birchfield Close Oxford Oxfordshire OX4 6DL	Northfield Brook Ward	02.03.2020	No objections

FC222/19 – MEETING ACTIONS

Item No	Minutes Reference	ACTION	FOR	WHEN
1	2	Provide a telephone number of Car-parking contact	Cllr McIlveen	TBA
3	4	Provide a list of grant awardee's	Cllr McIlveen	TBA
4	6	Complaints procedure source, circulate, review and approve at a full Parish Council Meeting Clerk	Clerk	By July Meeting
5	9	Chairman to contact Community Payback to feedback good work on the estate.	Chairman	May Meeting
6	10	To provide contact details to the Chairman Community Payback	Cllr Humberstone	May Meeting
11	FC047/19 g) Hedges	Chairman to send photographs to Cllr Smith to follow up.	Chairman/Cllr Smith	ASAP
12	FC047/19 h) Tall Trees	Chairman to send details to Cllr Smith to follow up.	Cllr Church	Completed
13	FC054/19 d) Bike Thefts	Cllr Church will forward the details to the clerk	Cllr Church/Clerk	Completed
15	FC058/19 f) Parking	Cllr Smith will ask for Balfour Road to be included with the Traffic Engineer.	Cllr Smith	ASAP
17	FC062/19 a) Noticeboards	Confirm Catalyst offer of a noticeboard as part of the regeneration.	HT	ASAP
24	FC080/19 d) Holy Family Church	To investigate the recent change to the Churches status to a Grade 2 listed building and report back	Chairman	Completed
25	FC083/19 a) Website	To take down the old website	Chairman	Completed
27	FC083/19 a) Website	Councillors photos	Clerk	ASAP
29	FC091/19 s) Speed Watch	To find prices for all camera types and also research Thames Valley Police criteria for the next Parish Council meeting.	Maggie Lewis & Cllr Church	Complete
30	FC0103/19 c) Twinning	To invite Angela Charlton to a Parish Council meeting to discuss twinning.	Cllr Gluza	ASAP

32	FC0115/19 a) Lighting Concerns	To provide report lighting concerns in Bullnose Morris, Ashmore Place and Druce Way.	Cllr McIlveen	ASAP
35	FC0119/19 d) Quotation	To request a quotation to install the noticeboards for Direct Services	Clerk	ASAP
36	FC0143/19 a) Tuckers Rd garages	Community Response Team to check the garages are still boarded up	CRT	ASAP
39	FC0141/19 c) Review Grant Response	Councillors to review grant response on drop box submitted by Pegasus School	Councillors	Completed
41	FC0148/19 a) Report	Cllr McIlveen to report the complaint to the Council	Cllr McIlveen	ASAP
46	FC0166/19 f) Operation Boulevard	ES to confirm if dummy signs can be used.	Ehab Shahab	ASAP
47	FC182/19 e) V. Grants working group	Clerk to arrange grants working group meeting	Clerk	FC203/19 a)
48	FC186/19 c) 30 th Anniversary	Clerk to find out exact date of the 30 th Anniversary	Clerk	ASAP
49	FC190/19 d) Parking	To increase the frequency of Enforcement Officers on the estate.	Cllr Smith	ASAP
50	FC190/19 g) Heating	To raise issue with housing to regarding Windale House.	Cllr Smith	Complete
51	FC192/10 c) Graffiti	To follow -up with Polly Smart regarding graffiti schedule for the estate.	Cllr Taylor	Complete
52	FC194/19 6) 19/02958/ FUL DEL	To investigate planning application and report back if necessary.	Cllr Franks	ASAP
53	FC201/19 Resident Parking Issue	To contact resident to discuss.	Cllr Humberstone	ASAP
54	FC202/19 a) Druce Way Parking	To contact resident to discuss.	Cllr Humberstone	ASAP
55	FC202/19 b) Rubbish on the estate	To email Maya from 'Spucin' up the Leys' to ask when the next local litter pick is.	Clerk	ASAP
56	FC203/19 b) i. Noticeboard Update	Clerk to complete location plans and block maps.	Clerk	ASAP

57	FC203/19 b) ii Noticeboard Update	Clerk to contact Direct Services for a quotation.	Clerk	ASAP
58	FC203/19 b) iii Advertising agendas	Cllr Church to ask permission at the library.	Cllr Church	ASAP
59	FC203/19 d) Speed watch Operation	Clerk to ask HT investigate contacting local schools to see if parents were interested in being involved.	Clerk/HT	ASAP
60	FC207/19 e) Dog Fouling	Nick Prior to liaise with the parish council to arrange a date.	NP/Clerk	ASAP
61	FC209/19 c) Safer Leys Meeting	Meeting to be arranged by Cllr McIlveen and circulated to the parish council.	Cllr McIlveen	ASAP
62	FC211/19 a) Oxford Mail Contact	Clerk to make contact and obtain preferred email address to send future agenda's to.	Clerk	ASAP
63	FC216/19 e) Lord Lieutenant	Clerk to liaise with Lieutenants office.	Clerk	ASAP

FC223/19 ITEMS FOR NEXT AGENDA

- a) Asset Register
- b) Grant applications

FC224/19 DATE OF NEXT MEETING

The note the date of the next meeting is Tuesday 31st March 2020 at 7.00 pm
Meeting closed at 21.09

SIGNED: _____

Councillor John Dillon – Chairman

DRAFT

BLACKBIRD LEYS PARISH COUNCIL MINUTES - *draft*

Minutes of the Council Meeting held on Tuesday 31th March 2020, at 7.00 pm in the Community Centre,
Blackbird Leys Road, Blackbird Leys, Oxford.

No meeting held due to the coronavirus restrictions.

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