

## BLACKBIRD LEYS PARISH COUNCIL MINUTES

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

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**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 28<sup>th</sup> 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 devise. 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**

- a) Next Community Partnership Meeting Thursday 18<sup>th</sup> July 09.30 – 11.30 at the Barn.
- b) 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

**FC050/19**

**PARISH COUNCILLORS' REPORTS**

**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**

**a) 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.

**b) 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.

- c) **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.
- d) 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**

**a) Druce Way Parking Complaints**

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

**b) 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**

**a) 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**

- a) Speed Camera updates Cllr Church
- b) Noticeboard update from HT
- c) Website approval to be minuted
- d) Actions from last meeting

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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

<b>Minutes Reference</b>	<b>ACTION</b>	<b>WHO</b>	<b>WHEN</b>
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 30<sup>th</sup> July 2019 at 7.00pm  
Meeting closed at 20.37

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

**Councillor John Dillon - Chairman**

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