23rd October 2019

Dear Councillor,

You are summoned to attend a meeting Blackbird Leys Parish Council on Tuesday 29th October at 7.00pm to be held in the Community Centre, Blackbird Leys Road, Blackbird Leys. The press and public are welcome to attend.

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

Yours sincerely

**Emma Kearney**  
Parish Clerk

**AGENDA**

1. **Apologies** *(19.00 – 19.01)* To be received.
2. **Declarations of Interest & Applications for Dispensation** *(19.01-19.02*)  
    To receive any Declarations of Interest.
3. **Minutes of the previous meetings** *(19.02- 19.05)* To confirm as a true record the minutes of the Parish Council meeting held on 24th bbbbbbSeptember 2019.
4. **Correspondence –** *for information only please pages 3-5* (19.05 – 19.10)
5. **Public Participation** (19.10-19.15)
6. **Co-option** (19.15 – 19.25)
7. **Approve Grant and Payment** for Friendley’s (19.25 – 19.28)
8. **Approve Grant Payment** for Agnes Smith 2018-2019 (19.28 – 19.30)
9. **To receive the Chairman’s Report** (19.30- 19.35)
10. **To received an update from the Clerk** (19.35- 19.40)
11. **To receive Police/PSCOs/Community Response Officers’ Reports** (19.40- 19.45)
12. **To receive Community Partnership update** (19.45 – 19.50)
13. **To receive Parish Councillors’ Reports** (19.50 – 20.30)
14. **To receive Oxford County and City Councillors’ Reports** (20.30 – 20.45)
15. **To consider the planning applications from Oxford City Council** – please see page 6 000(20.50-20.55)
16. **Financial Matters – Cashbook -** please see page 7(20.45- 20.50)
17. **Agree Agenda Items for Next Meeting** (20.55-21.00) To propose agenda items for the next Council meeting on Tuesday 26th November at 7pm.
18. Twinning
19. The Community Impact Zone
20. Date for December ‘s meeting parish council meeting.

**CORRESPONDENCE – October 2019**

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| **Ref** | **Date** | **Item** | **From** | **Description** | **Action** |
| 166 | 24/06/2019 | Letter | Sandra Hook Friendleys | Grant application | To be added to October’s agenda |
| 167 | 23/09/2019 | Email | Katharine Barber Home-Start Oxford | Request for Grant monies awarded June 2018 | Awaiting supporting documents from |
| 168 | 23/09/2019 | Email | Hannah Utting from Catalyst | Confirming receipt of questionnaire | For information only |
| 169 | 24/09/2019 | Email | Oxford Brookes University - open course dates | First Aid Course dates | For information only |
| 170 | 26/09/2019 | Newsletter | Ehab Shahab  Thames Valley Police | September Monthly Report | Circulated to the PC |
| 171 | 27/09/2019 | Flyer | Hazel Walsh  Active Oxfordshire | Asian Cultural Centre class | Circulated to the PC |
| 172 | 01/10/2019 | Grant Response | Pegasus Nursery Grant | Grant response and photos | For information |
| 173 | 01/10/2019 | Newsletter | OALC | Septembers update | Circulated to the PC |
| 174 | 03/10/2019 | Flyer | Oxford College of First Aid | Mental Health First Aid Training | Circulated to the PC |
| 175 | 03/10/2019 | Course Dates | Oxford College of First Aid | Mental Health First Aid Course Dates | Circulated to the PC |
| 176 | 07/10/2019 | Meeting Minutes | John Mitchel  Oxford City Council | Parish Council Forum - 23 September 2019 - Minutes | Circulated to the PC |
| 177 | 07/10/2019 | Information request | Vicki Galvin  Oxford City Council | Community Group Mapping - Help Needed! | Circulated to the PC |
| 178 | 08/10/2019 | Invitation | Christine Lalley  OALC | OALC Larger Councils Meeting 16th October 10.30am | Circulated to the PC |
| 179 | 08/10/2019 | Survey Request | Christine Lally  OALC | NALC seeks evidence on Local Government Audit review | Completed by Clerk |
| **Ref** | **Date** | **Item** | **From** | **Description** | **Action** |
| 180 | 09/10/2019 | Email | Fulya Markham  Senior Strategic Commissioning Officer | Youth Opportunity Fund | Circulated to the PC |
| 181 | 09/10/2019 | Meeting Invite | John Mitchell  Parish Forum | Parish Council Forum - 18 November 2019 | Circulated to the PC |
| 182 | 11/10/2019 | DWP Notices | Jon Wood  Department of Work and Pensions | Youth Fest and Refugee guidance | Circulated to PC |
| 183 | 11/10/2019 | Remittance Advice | Oxford City Council | Notification of a CIL payment of £864.22 | Saved to Dropbox |
| 184 | 11/10/2019 | Newsletter | Oxfordshire Stakeholders | Oxfordshire CC: Brexit messages for residents | Circulated to PC |
| 185 | 11/10/2019 | Introduction Email | Integra Wellbeing Ltd | Introduction on services | Circulated to the PC |
| 186 | 11/10/2019 | Grant Request | Ruth Emsley  Agnes Smith | BBL Parish Council grant 18/19 | Circulated to the PC |
| 187 | 14/10/2019 | Invitation | Age UK | Age UK Oxfordshire AGM, 1st November, 2019 | Circulated to the PC |
| 188 | 15/10/2019 | Cancelled Meeting | Leys Community Partnership | Oxford City Council | For information only |
| 189 | 15/10/2019 | Introduction email | Steve Shaw  Power for People | Organisation campaigning for the [Local Electricity Bill](https://powerforpeople.org.uk/wp-content/uploads/2019/03/Local-Electricity-Bill.pdf) | For information only |
| 190 | 16/10/2019 | Meeting Minutes | OALC | OALC Larger Councils Forum 16th October | Circulated to the PC |
| 191 | 16/10/2019 | Parish Council Forum – Survey | John Mitchell  Parish Forum | Request for BBL to complete a Parish Council Forum Survey | Sent to the Chairman to complete |
| **Ref** | **Date** | **Item** | **From** | **Description** | **Action** |
| 192 | 16/10/2019 | Annual Report | Community First Oxfordshire | Community First Oxfordshire – annual report | Circulated to the PC |
| 193 | 17/10/2019 | Notification | Christine Lalley  OALC | VE day 75th anniversary May 2020 | Forwarded to RH |
| 194 | 17/10/2019 | Consultation | Jane Clark  Officer (Traffic & Road Safety) | Samphire Road (Oxford) Proposed Parking Restrictions | Circulated to the PC |
| 195 | 17/10/2019 | Request | Maibe Morris | To rent a church hall to rent for a pre-school nursery | Sent to Cllr Watson |
| 196 | 18/10/2019 | Meeting Invites | Hollie Tuckwell | Leys Children and Youth Partnership | For information |
| 197 | 21/10/2019 | Meeting Minutes | Hollie Tuckwell | Minutes from previous meeting | For information |
| 198 | 21/10/2019 | Meeting Minutes | Christine Lalley  OALC | OALC Larger Councils minutes | Circulated to the PC |
| 199 | 22/10/2019 | The Leys Youth Partnership Agenda | Emma Anderson  Deputy Director  Oxford Hub | The Leys Youth Partnership Agenda | Circulated to the PC |
| 200 | 22/10/2019 | Flyer | Ms Ruth Mojisola OBASA Founder Jewins Women 2 Women UK | Black history season events help circulate | Circulated to the PC |

**To consider the following Planning Applications from Oxford City Council:**

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| 1. **19/02210/CT3 COMM**   Erection of 2no. sheds and 5no. bin stores. | Site Of 1 To 7  Birchfield Close  Oxford Oxfordshire | Northfield Brook Ward  Blackbird Leys Parish Council | 22.10.2019 |
| 1. **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 | Blackbird Leys Ward  Blackbird Leys Parish Council | 28.10.2019 |
| 1. 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 | Blackbird Leys Ward  Blackbird Leys Parish Council | 14.11.2019 |
| 1. 19/02569/FUL DEL   Replacement of existing conservatory roof. | 2 Gentian Road  Oxford  OX4 6QE | Blackbird Leys Ward  Blackbird Leys Parish Council | 07.11.2019 |
| 1. 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 | Blackbird Leys Ward  Blackbird Leys Parish Council | 06.11.2019 |
| 1. **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 | 20.11.2019 |

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| **CASHBOOK - October 2019**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **DATE** | **PAYEE** | **INVOICE NO** | **ITEM** | **AMOUNT** | | 29/10/2019 | CLERKS SALARY | SEE TIMESHEET |  | £616.20 | | 29/10/2019 | CLERK OVERTIME MAY 23.5HRS | SEE MAY TIMESHEET |  | £334.17 | | 29/10/2019 | CLERK OVERTIME OCT 26 HRS | SEE OCT TIMESHEET |  | £369.72 | | 29/10/2019 | CLERK EXPENSES | SEE EXPENSES FORM | TRAVEL AND POSTAGE | £11.60 | | 29/10/2019 | OXFORD CITY COUNCIL | 5135734119 | MONTHLY ROOM HIRE | £20.00 | | 29/10/2019 | SLCC - COURSE CANCELLATION | 126924 | CANCELLATION OF CLERKS COURSE | £25.00 | | 29/10/2019 | VIKING | 217119 | STATIONARY ORDER | £105.88 | | 29/10/2019 | AGNES SMITH |  | GRANT 2018-2019 | £5,000.00 | | 29/10/2019 | FRIENDLEYS |  | GRANT 2019-2020 | £1,020.00 | | 29/10/2019 |  |  | 3 X PLANNING APPLICATIONS | £1,131.00 | | 29/10/2019 |  |  | ADVERTISEMENT CONSENT | £66.00 | |  |  |  |  |  | |  |  |  |  | **£8,699.57** | |  |  |  |  |  |