

**Minutes of the Blackbird Leys Parish Council Meeting**  
**held on Tuesday 28 October 2008 in the Jack Argent Rooms, Community Centre**  
**Blackbird Leys, commencing at 7pm**

**Present:** Parish Councillors – G Roper (Chair), G Webb, D Johnston, P Stannard, R Humberstone, C Martin, M Booker, and S Fitzsimons.

**Public** – Ms Smith, Oxford City Council Monitoring Office-Jeremy Thomas & William Reeve, Al Cane-Leys News Editor

**In attendance** – Helen Shayler (Clerk)

**1. Apologies for absence** were received and accepted from R Morlin, C Roberts and V Smith

**8. Public discussion:** Jeremy Thomas & William Reeve were introduced to the Parish Council. A short but comprehensive presentation was given regarding current requirements of the code of conduct which each Parish Councillor is required to complete and send to the Oxford City Council Monitoring office. Issues raised included the confirmation that a City or County Councillor is required to complete the General Notice of Registerable Interests for each position held – one form does not cover several offices held. Any changes to circumstances must be notified on correct form within 28 days, like wise with any change of personal details i.e. change of address. The clerk was handed 'Complaint Forms' and relevant procedures that need to be followed should anyone put a complaint in against a Parish Council member, it was confirmed that complaints can only be made if the person is a current Parish Council member.

The clerk was also passed a consultation paper regarding proposed forthcoming changes to the Code of Conduct.

It was stated that D Johnson did not have members interests registered at the City Council he was asked to resend his details as soon as possible.

The chair thanked J Thomas & W Reeve for attending the meeting and it was agreed that the information given had been very informative and useful.

**2. Parish Council Vacancies** – It was agreed that the Clerk should place an advert in the Oxford Mail and Oxford Times for this position. Al Cane also offered to place and advert in the next Leys News  
**Action: Clerk**

**3. Update of register of interests** – D Johnson was to send new form as City Council did not have his interests registered. G Webb completed change of address form to be submitted.

**4. Declarations of interest** – none

**5. Minutes of the meeting held on 30<sup>th</sup> September 2008** : the minutes were proposed by G Webb for approval and were unanimously approved. It was RESOLVED to accept them as a true record of the meeting and were signed by the Chair.

**6. Police/PCSO's/Street Wardens** – none were present at this meeting but a report from the street wardens was read by the chair stating that during the half term week the Junior Wardens had completed a litter collection and completed other odd jobs during a positive week.

**7. Matters arising–**

- It was commented that problems were still occurring in the flats due to antisocial behaviour. The Chair will take problems to CONACT, if circumstances persist with no resolution available R Humberstone offered to assist where possible to get the problems sorted  
**Action: Chair**

- Website – G Webb is due to have a meeting with Anna at the Leys News on Wednesday 29<sup>th</sup> October and would report updates and information back to the next meeting.

**Action: G Webb**

**8. Public discussion:** Al Cane introduced himself as being back at Leys News as Editor. There are now facilities set up to do 'trainings' at The Leys News with currently 12 people registered to do short courses in community journalism. He would like to get a good liaison with the Parish Council – it was stated that as there was no press officer in the Parish Council then the clerk or chair would be the initial people to speak with for any news or items. The clerk was asked to speak to A Cane regarding an advert for the current vacancy for clerk.

**9. Planning applications and decisions:**

Mr Webb reported back on:

- Mother Care Lighting – no objections or comments
- Next Storage Container – no objections or comments
- Change of use from Old Health Centre building (Blackbird Leys Road) to Local Police Unit - no objections or comments

**10. Financial matters**

The following expenditure totalling £356.75 were proposed for payment by S Fitzsimons, 2<sup>nd</sup> by R Humberstone and carried with unanimous agreement:

HJC – Clerk’s invoice October	£ 258.90
HJC Services Ltd – telephone answering	£ 35.25
Room Hire	£ 10.00
G Roper Expenses – 3 months	£ 17.35
Get on Line (The clerk was asked to confirm with the Leys News that this registration was required before making the payment)	£ 35.25

The cheques were signed by G Webb and S Fitzsimons

Other financial Items:

Grant Applications:

- Oxon Association for the Blind – No one was in attendance at this meeting – it was agreed to defer to next month with a representative being asked to attend again.
- I. Leys Unity – No further information was available at this meeting.
  - II. Financial update was circulated for comment.
  - III. Grant update was the same as September as no further grants had been awarded.

**11. Correspondence:**

- It was agreed that if anyone wanted to respond to the University of Oxford they should do so as an individual not as a parish councillor.

**12. Any other business**

- Footpath between Knights Road and Falcon Close – it was proposed by G Roper that the Parish Council should pay the additional £7076.20 to allow a complete a full tarmac surface to be put down on this footpath, concerns were raised about the Parish Council being ‘used’ as an overflow of funds for City Council responsibilities as they have the legal responsibility for footpaths to be put down and kept to standard. It was commented that this path would only be gravel (both accepted and legal) if the parish council did not offer to financially support the project. P Stannard 2<sup>nd</sup> the proposal and it was agreed with a majority vote with one abstention. The clerk was asked to write to S Hatton to confirm this payment had been agreed  
**Action: Clerk**
- R Humberstone reported that following a meeting with S Hatton it is hope that there will be barriers at both ends of Blackberry Lane to stop dumping of rubbish and usage of bikes along it.
- Concerns were raised about Sawpit Road, Blay Close and Knights Road regarding conditions of gardens, general rubbish and residential property being used for business. R Humberstone offered to look at all these items and report back at the next meeting

**Action: R Humberstone**

- D Johnson commented that gutters in Brambling Way were in need of clearing. G Roper would look into this. Concerns were also raised about blue bins not being emptied.

**Action: Chair**

- It was reported that some information had been seen on the Oxford City Council Web site regarding confidential matters of the Blackbird Leys Parish Council. It was stated that confidential matters should not be discussed away from the meetings with anyone other than those that need to deal with issues being raised. R Humberstone offered to look into who has access to update the Oxford City Council web page to see if how the information got there could be ascertained.

**Action: R Humberstone**

**13. Date of next meeting:** Tuesday November 28 2008 at 7pm. It was agreed that there would be no December meeting.

There being no further business the meeting closed at 8.50pm.

Signed.....

Dated.....