



Minutes of the meeting held on 30 January 2019 at 7.00pm
Room JHB 128, John Henry Brookes Building, London Road.

Present: 17

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| Rosemary Belton | Friends of Bury Knowle Park |
| Richard Bradley | Friends of Quarry – TREASURER & TRUSTEE |
| Cllr Liz Brighthouse | Oxfordshire County (Churchill & Lye Valley) |
| David Colbeck | Friends of Headington Hill Park |
| Patrick Coulter | Headington Road Runners – CHAIR & TRUSTEE |
| Keith Frayn | Ramblers |
| Cllr Stef Garden | Oxford City (Headington) |
| Liz Grosvenor | ADMIN SUPPORT |
| Carolyn Gulliver | London Court Residents' |
| Sheila Hurst | New Headington Residents' Association |
| Cllr Glynis Phillips | Oxfordshire County (Barton Sandhills & Risinghurst) |
| Emily Shipway | Manor Surgery Practice Manager |
| Andrea Siret | Oxford Brookes University |
| Margaret Simpson | U3A Headington |
| Cllr Roz Smith | Oxfordshire County (Headington & Quarry) Oxford City (Quarry & Risinghurst) |
| Lesley Williams | Headington Schools Partnership |
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| Gill Turner | Guest speaker |

Apologies: 7

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| Heather Armitage | Friends of Lye Valley |
| Elsa Bell | HONORARY SECRETARY & TRUSTEE |
| Tony Joyce | Oxford Civic Society |
| Philippa Logan | Shotover Preservation Society |
| John Nealon | Headington Neighbourhood Forum |
| Sonja Roffey | Mileway Gardens Residents' Association |
| Howard Stanbury | Friends of Old Headington |
| Peter West | St Anne's Area Residents' Association |

With thanks to Oxford Brookes for providing the venue	Action
<p>Apologies, welcome and introductions. Apologies as above and we welcomed Emily Shipway to her first meeting.</p> <p>A reminder that if you are unable to attend a meeting it is acceptable that you send a representative on your behalf.</p>	

<p>Presentation on the Loneliness project</p> <p>Gill Turner is the project manager for this Headington Action and Neighbourhood Plan initiative and is carrying out a scoping exercise to define the parameters of the project.</p> <ul style="list-style-type: none"> • The objective is to reduce loneliness and social isolation (L & SI) though a community based approach by looking at its prevalence, outreach, support and challenges, and looking at other initiatives such as partnerships and community engagement. • An initial meeting was held in January last year to bring together the relevant agencies (community groups, emergency services, health professionals and local voluntary groups) to discuss coordination, increasing awareness, lobbying for increased funding and developing a community solution. • HA succeeded in securing some funding to take this forward. • Face-to-face meetings and a questionnaire was sent out to local organisations to ascertain the existing provision and to ascertain the needs and suggest solutions. A review of existing literature on government strategy and schemes was also undertaken. • From this exercise it was discovered that L & SI was not necessarily the sole issue being addressed by the major existing agencies. The churches also had a part to play, and to a lesser extent local residents' associations. • The actual extent of LS & I in Headington is unknown, but maps produced by Age UK have ascertained that parts of Churchill Ward and Headington have a medium prevalence, with Barton being high risk. L & SI is not confined to the elderly – it can also affect young mums and even children. • In order to tackle this it needs to be identified, referred and signposted, developed by groups to provide clubs, activities etc., and creating infrastructure to support this. • It needs to look at communication, opportunities, transport, expenditure and motivation by investigating coordination, funding, volunteers, resources, capacity, policies and procedures, data protection, restrictive practices, community involvement and reaching the L & SI. • Raising awareness through various group initiatives and publicity is a major opportunity. • Training volunteers in the community to signpost people to support services and creating health champions to enable people to access help will be essential. • Community engagement can include good neighbour schemes, community sponsorship/ crowdfunding and intergenerational activities. • It is recognised that without resources and funding any project would have difficulty in being set up, and it is recognised that there is no suitable community facility in Headington at the present time for meeting up or setting up a club. • The next step would be to create a catalyst organisation to continue the dialogue and develop a community based plan. <p>Comments from the meeting included:</p> <p>LS & I can also be identified by a lack of social contacts, and the emotional state and existence of significant relationships. It can also be about lack of self-esteem and self-value, and elements of mental illness, and also deteriorating health and availability of family support. Of course some volunteers are over-used as they are looking after their own families too.</p> <p>Archway could be asked if they can supply contact details of those in need (<i>but GDPR - general data protection regulation - will need to be considered</i>).</p> <p>One approach is to utilise the skills of older people that can be disseminated to others and hence make connections. One example is grandparents taking an active role in grandchild care.</p> <p>Some volunteer bureaux do exist where old people connect with others, but these activities are often curtailed by insurance issues and DBS checks. A current problem is the closure of day centres around the county.</p> <p>On the plus side there are some assisted transport schemes being set up, and this includes the new OBC Pick-me-up minibus that accepts bus passes. Oxford 50+ runs IT training courses which are popular, although smart phones and computers are needed to participate.</p> <p>It was stressed that these initiatives need to be long-term in order to gain the trust in new relationships.</p>	
<p>1. Minutes of the last meeting held on 28 November 2018 were amended as follows:</p>	

<p>Peter West asked for the following to be noted in the Minutes: The distribution of his draft letter concerning the Marston Police office was sent to the Oxford Mail and he felt that he was compromised by this action as it had not been discussed. He felt that papers such as this should have a restricted circulation. He felt that too much time was taken at the last meeting on green issues He felt that the listening benches were too expensive, he was supported by one other on this, and felt that his comments at the time should have been noted in the Minutes He was disappointed that HA were not prepared to sign his letter to the Crime Commissioner regarding the police office and felt we were being undemocratic. Our response:</p> <ul style="list-style-type: none"> • We have subsequently set up a policy on confidentiality to get authorisation from anyone adding papers to the circulation that they can be widely disseminated. • We felt that the discussion on green issues was justified whilst we had a representative of HHP at the meeting and a major project in preparation on Greening of Headington. • The Executive considered that the draft letter unintentionally associated rising numbers of transient workers in local institutions with a potential rise in crime. On that basis it was agreed that HA would send a separate letter. <p>It was suggested from a member that bidding for money should be restricted to universally agreed projects. Subject to the above the Minutes were agreed.</p>	
<p>2. Matters Arising not elsewhere on the Agenda (including Executive Minutes of 9 January 2019)</p> <p>We congratulated PW on his successful campaign to keep the Marston office open. It was pointed out that we could do with an office in Headington which would be nearer than the one from where our PCSOs have to travel. The application for CIL money for the HHP project is ongoing. Nominations for a new chair are required asap but before the AGM. We would like some more local groups to join the committee. Fairtrade and Science Oxford will be invited to join our committee. There has been a request to produce a calendar again this year. KF drew our attention to an item in the July Minutes regarding the changing status of some local byways. This would have allowed motor vehicles to use some of the key bridleways on Shotover and in other parts of the County. He was pleased to report that all 31 amendments were rejected.</p> <p>Market Report: The recent shortage of stalls has now been remedied. KF is standing down after 3 years at the helm of the Market Group during which it has been totally revived from its previous state. Recruiting has started for his successor and will probably be achieved by sharing out various tasks. New people have joined the group and advertising the post will continue. A job description is available. He would like the term “Market Working Group” to be changed to Market Committee which aligns with the term Festival Committee. The meeting agreed this.</p> <p>It was suggested that these positions should be more widely advertised – a personal approach is often better, but it might be worth looking at the Lord Lieutenant’s list of available volunteers. <i>(It was subsequently discovered that the LL list would be more suitable for finding trustees – will try OCVA instead)</i></p>	<p>ALL RB KF</p>
<p>3. Festival 2019 – 1st and 2nd June</p> <p>An Administrator for this Committee is still being sought - this is now urgent. The National Community Lottery Fund has provided £2,600 this year, and we have received £750 from the Community Centre and £500 from the Doris Field Trust. An application for funds will be submitted to the University, and discussions are taking place with Brookes, Estate Agents, Round Table and the City Council to ask for further funds.</p>	<p>ALL</p>

<p>It was suggested that we ask OCVA if they can provide an administrator. The next Festival Committee meeting is on Monday 4 February.</p>	<p>EB</p>
<p>4. Planning</p> <p>Draft Oxford Local Plan We asked Adam Symons to review the relationship between the draft Local Plan and the Headington Neighbourhood Plan and prepare a report for the Headington Neighbourhood Forum. Based on Adam's findings we prepared our response as follows</p> <ul style="list-style-type: none"> • We argued that the plan was unsound as it did not take account of the HNP. • Our previous representations at the consultation stages were not noted • There was no process explained as how the conflict between the HNP policies and the draft LP policies (for example the use of part of Valentia Road recreation ground for housing development) could be resolved. <p>We have asked for the opportunity to speak at the Examination in Public later in the year to support our submission on the draft L Plan.</p> <p>SODC Local Plan We are concerned about the plans for the development of the Green Belt land north of Bayswater Brook which would affect a number of footpaths and bridleways, an SSSI, a listed farmhouse There It would remove a substantial area of local green belt and generate additional pressure on local roads and local services. Consequently there could be objections on planning grounds, traffic access, flooding, green belt, view cones low level of affordable housing and lack of proper consultation with Headington and Barton. The infrastructure of Headington would be affected. Following discussion the meeting agreed that HA would submit a response to the draft Local Plan by the closing date 18th February. The draft response will be circulated to members so that individual members may draw on it to prepare their individual responses. HA have been asked to respond, but individuals should do so as numbers have more effect.</p> <ul style="list-style-type: none"> • The Risinghust & Sandhills Parish Council are holding a meeting on Friday 1 Feb at 6.30pm • A Drop in Session at OxRad will be on 11 February from 4 to 8pm • On 13 February there will be a meeting at the Neighbourhood Centre in Barton at 6.30pm <p>The consultation closes on 18 February.</p> <p>Headington Neighbourhood Plan It was reported that, at their meeting on 13th February The City Council will decide whether to carry out a governance review as a first step towards setting up a Community Council .for Headington. If approved the timetable is to hold elections to the Community Council in May 2020.</p>	<p>PC/ALL</p>
<p>5. Projects</p> <p>Ongoing projects include Christmas lights, Greening, and Loneliness. The lights event was a huge success but raised questions of crowd safety (possibly obtaining barriers) and sound amplification. This year we would like to expand this to include market stalls with street food and crafts, and the market manager is agreeable to this. The committee unanimously agreed that we should have more lighted trees – they have been very well received. There are limited suitable trees to light owing to access to electricity but Fairtrade will be approached to supply power to the tree outside their shop. We may be able to access CIL money for this again as it would be for social spaces.</p> <p>With regard to accessing CIL money, we are setting up a small committee to include PC, GP, RBr and JN to design a process for canvassing for CIL projects and for assessing these projects prior to submission for Committee approval. The aim will be to make the process both fair and transparent.. There is currently c. £60,000 in the CIL basket and we have a responsibility to use it wisely. If we develop a</p>	

Community Council then it will administer the CIL fund rather than the City Council.	
<p>6. Finance</p> <p>We have £10,000 to £12,000 in the bank. The budget (previously distributed) was displayed and explained. This year we had to take on the expense of the Christmas tree and this cost about £800. Each tree costs about £2000 to light. By accessing CIL money then this cost is c. £1600 as VAT is not included.</p>	
<p>7. AOB</p> <p>In answer to a question we were advised that Gill Turner will be available to us until the end of the scoping project which will be March/April.</p> <p>We have some calendars left over and it was suggested that they can now be given away and made available at the Manor Surgery for an upcoming event. Concern was expressed that the photographic competition was not 'inclusive', as evidenced by the winning entries. This will be discussed with Science Oxford when planning this year's competition.</p> <ul style="list-style-type: none"> • Oxford Brookes are undertaking a project on the Ageing Brain and exercise • The Warneford are undertaking a research project on the Ageing Brain • There is a Health and Wellbeing Survey on the County Council website. 	RBr
The meeting closed at 9.00	
Date of next meeting for your diary: AGM and Meeting 27 March (in JHB 128)	

LG 31/1/19