



HEADINGTON COMMITTEE FOR DEVELOPMENT ACTION

www.headingtonaction.org

Minutes of the meeting held on 27 July 2016 at 7.00pm Room JHB 128, John Henry Brookes Building, London Road.

Present:

Heather Armitage	Town Furze Allotments
Elsa Bell	HONORARY SECRETARY
Patrick Coulter	Headington Road Runners – CHAIR & TRUSTEE
Keith Frayn	Ramblers – VICE CHAIR & TRUSTEE
Liz Grosvenor	ADMIN SUPPORT
Carolyn Gulliver	London Court Residents'
Sheila Hurst	New Headington Residents' Association
Jawiria Naseem	Oxford Brookes University
Glynis Phillips	Oxfordshire County Councillor (Barton, Sandhills & Risinghurst)
Roz Smith	Oxfordshire County Councillor (Headington & Quarry)
Howard Stanbury	Friends of Old Headington
Peter West	St Anne's Road Residents' Association
Ruth Wilkinson	Oxford City Councillor (Headington)
Lesley Williams	Headington Schools Partnership

Apologies:

Rosemary Belton	Friends of Bury Knowle Park
Richard Bradley	Friends of Quarry – TREASURER & TRUSTEE
Tony Joyce	Oxford Civic Society
Sonja Roffey	Mileway Gardens
Dee Sinclair	Oxford City Councillor (Quarry & Risinghurst)
Andrea Siret	Oxford Brookes University

Apologies, welcome and introductions.

Apologies as above.

Jawiria Naseem was welcomed to the meeting – she has replaced Oscar Travis from the Community Engagements Office at Brookes.

We are grateful to Brookes University for giving us the use of a meeting room.

- 1. Minutes of the last meeting** on 25 May were agreed and are now on the website.
After reference to our Constitution, the Extraordinary General Meeting referred to was not after all required.
A concern was raised regarding the increased number of empty shops in central Headington.
- 2. Matters Arising** not elsewhere on the Agenda (including Executive Minutes of 9 May)
 - The Friends of Stansfeld** have held their AGM and meeting and have decided to remain a Friends Group rather than seek charitable status at this stage. Oxford Trust showed that meeting their plans for the site. Access and vehicular movements are the main concern, and a local resident is in dispute with Birmingham City regarding what could be a ransom strip that could jeopardise the development – however, as lines on a plan can be up to 1 ½ metres out and the strip in question is about this width, this may not be an issue. Oxford Trust requested that the Friends participate in fund raising which they declined to do. The County Officer will not comment on the plans until the planning application has been submitted, but Highways approval may be needed. A webcam will be installed on the site so that works can be easily monitored.

- **The presentation to this meeting on Access to Headington will be deferred to our next meeting in September.**

3. Amendment to HA Constitution

The draft proposed Constitution and explanatory papers had previously been distributed.

The objective of the amendments was to modernise the Constitution by adopting a model constitution recommended by the Charity Commission which would increase the financial protection offered to the Trustees. This would also allow HA to:

- Amend the boundaries of their area of responsibility to coincide with those of the draft Neighbourhood Plan for Headington
- Allow all ward councillors both City and County to be individual members of HA
- Enable the City and County Councils to be members of HA as organisations represented by officers
- Redefine membership classes removing the distinction between full and associate members

Where past members have not attended for some time they will be contacted to see whether their organisations wish to remain as members or to be removed from our membership database.

The proposed changes have made the document shorter and simpler, but the spirit of the existing objectives has been retained (as explained in the appendix to the Constitution).

Notification of the intended changes to the constitution were circulated to members and advertised to the general public according to the timetable set out within the current constitution.

In accordance with the terms of the current constitution (clause 22) there were two votes

First Vote: Those members present (both full and associate members) voted unanimously to adopt the proposed new Constitution.

Second Vote: The "full" members present voted unanimously to adopt the proposed new Constitution

This proposed new constitution will now be forwarded to the Charities Commission for their approval.

The representatives of groups invited to our meetings are requested to advise LG if there is an alternative stand-in wishing to attend future meetings.

4. Farmers' Market

The issue of the display of a UKIP poster at the market has been well-publicised on the local Forum.

The market manager has advised that he wishes to stand down from his role but will wait until a new manager is in place. The Committee acknowledged the important contribution Jack has made to the development of the market. We now need a Strategic manager and an Organisational manager. Charles Young has indicated that he would like to stand down as Chair of the Market Working Group when successor arrangements are in place. KF has agreed to take on the role of Chair of the Working Group. One of the existing stallholders is willing to help but we need someone to help with the physical setting-up of stalls. Ideally a group of at least 3 people is required and we may need to pay someone to organise this.

We ask representatives of Residents' Associations to ask their membership for volunteers.

Jack had been providing some of the stalls but this facility has now been withdrawn. We will require some storage facility nearby. The number of stalls is down but the quality of those attending is good.

We will investigate the County's restriction on advertising and **RS** will take this up with Steve Smith (Project Manager Highways Service Transformation)

JN will investigate ramping up the advertising via social media with the students, and it was suggested that students may want to be involved with a social studies project on the market.

The market is currently just breaking even, but we would like to see a profit to fund our grant-giving activities,

RS will contact local RAs to remind them of the availability of a free stall for community use.

5. Headington Festival 2016 - 4th & 5th June

We were lucky with very good weather and the crowds were large.

Income was boosted by increased sponsorship by local businesses including Oxford Brookes, and contributions to the raffle, together with a proportion of ice cream sales.

Expenditure was lower this year and we did a little better than break-even so that a contribution from HA is not required this year. Surplus funds have been put towards last year's deficit.

Saturday: The closure of Kennett road to create a stage was very successful, and we had a very good farmers' market

Sunday: The layout of the park was improved this year and the noise from *Hebborns* was more controlled.

We had a letter of thanks from the Lord Mayor and an article appeared in the Oxford Mail. There was also a letter of congratulations from Oxford Pedestrians Association. The meeting recorded their warm thanks to Keith Frayn for his sterling work as Chair of the Festival Committee and for all his work for the Festival over the past four years. The Festival Committee was thanked for their hard work in producing another very successful festival, and the sponsors and Neil Holdstock are particularly thanked.

KF is now standing down as Chair and will be concentrating on regenerating the market. The existing committee are willing to stand again, but a new chair is being sought – KF is willing to help the new chair settle in and to provide continuing advice.

A request has been made to set next year's dates outside half-term, but this is difficult as we have to fit in with other local events.

6. Planning

The timetable for the referendum on the Neighbourhood Plan reported to the last committee meeting has been compressed by the planning officers so that the City Executive Board Meeting on 8th August will consider and hopefully approve a recommendation to carry out the formal consultation on the draft Plan with a view to holding a referendum in May 2017.

Our Project Manager has secured a further grant of c. £7,000 which will reduce the level of contribution required by Headington Action by covering the costs of the preparation work for the referendum.

In the light of the current consultations on the Local Plan, our plan has to comply with what is currently in the legislation – any future changes that might affect the Neighbourhood Plan are uncertain at this stage.

PC reported that an initial meeting to explore the establishment of a Headington Planning Group was held on 26th July attended by representatives of local RAs. The representatives agreed to set up a planning group which will examine planning applications affecting Headington (which is one of the policies contained in the draft Neighbourhood Plan) and also consider more strategic planning matters including the review of the Local Plan.

At their next meeting the group will agree terms of reference which will include the relationship between the group and the residents associations. The Committee suggested that the status of the planning group would be enhanced if they remain under the auspices of Headington Action. The group should also consider how communications between the City Council and the local residents on planning matters could be improved (the Council are already working on this). It has been suggested that Rob Foster, from the Council, could be asked to come out to a meeting to discuss planning issues.

It has been reported that some developers have been approaching groups of houses with a view to purchasing, demolishing, and building more student accommodation.

PC will respond to the Local Plan consultation stressing the need to adhere to the various policies of the draft Neighbourhood Plan.

7. Finance

Jean Wykes has approached us again for funds for the Big Draw. Coventry Building Society is likely to be contributing to this and Jean will be asked to make a formal application for funding. It was agreed that we would be prepared to fund up to £250 less the amount that Coventry puts up, and that we will require feedback from her after the event.

There is a deficit on the hanging basket scheme this year – there are fewer participant shops and businesses and some first floor businesses have moved out and the premises have been converted to flats. It was agreed that the baskets do look lovely (the cost £100 each) but we will need to discuss how to fund them next year with reduced funds.

8. Mural Project

The plan was to paint the wall at the top of Kennett Road (by Up and Running) and Coventry BS were willing to contribute up to £500 for this as one of their community projects. The plan was to transfer the images from the subway onto a space 10m x 3m. The idea was discussed at a recent NHRA meeting, and various issues indicate that **this is unlikely to be a viable project** as the costs will be huge, ownership of the wall is obscure, the idea would need to go to local consultation, planning permission would need to be sought, and legal fees would be incurred. There would also be the issue of maintenance and dealing with graffiti. It was suggested that some of the subway images could be portrayed on a flag instead – a symbol of Headington – and this will be discussed at our next Exec meeting. Brookes might be able to be involved in this project.

9. AOB

The Friends of Lye Valley are advertising the fact that there are some rare and beautiful flowers in the valley, and that the Friends are involved in reuniting the north and south fen – the whole being a very rare area in the UK.

On the 8 August Dr Judy Webb is giving a talk after the friends AGM at the hall of St Francis, Hollow Way. Dr Webb is also giving a free course on fenland plants at Bury Knowle House organised by the Freshwater Habitats Trust on 2nd August (details on Friends of Lye Valley website).

Volunteers are working on the rare coral reef at Rock Edge to protect and preserve the biodiversity there.

The central notice boards are very dirty and we are asking the City to make arrangements to clean them up. **LG RS** will assist Charles with re-designing the displays inside.

The next meeting of the Exec will discuss Christmas arrangements.
The meeting was closed at 8.50pm and was followed by refreshments.

Next Meetings:

The next meeting will be in **JHB 128 on Wednesday 28 September**

Further meetings this year: 30 Nov with AGM

LG 29/7