



HEADINGTON ACTION
www.headingtonaction.org

Minutes of the meeting held on 27 September 2017 at 7.00pm
 Room JHB 128, John Henry Brookes Building, London Road.

Present:

Heather Armitage
 Elsa Bell
 Richard Bradley
 Patrick Coulter
 Keith Frayn
 Liz Grosvenor
 Jill Haas
 Sheila Hurst
 Tony Joyce
 Maggie Maguire
 Cllr. Glynis Philips
 Cllr. Roz Smith
 Peter West
 Cllr. Ruth Wilkinson
 Lesley Williams

Town Furze allotments
 HONORARY SECRETARY
 Friends of Quarry – TREASURER & TRUSTEE
 Headington Road Runners – CHAIR & TRUSTEE
 Ramblers –VICE CHAIR & TRUSTEE
 Admin Support
 Low Carbon Headington
 New Headington Residents’ Association
 Oxford Civic Society
 Oxford Brookes University
 Oxfordshire County (Barton, Sandhills & Risinghurst)
 Oxfordshire County (Headington & Quarry)
 St Anne’s Residents’ Area Association
 Oxford City (Headington)
 Headington Schools Partnership

Apologies:

Rosemary Belton	Friends of Bury Knowle Park
Carolyn Gulliver	London Court Residents’
Margaret Simpson	U3A Oxford
Cllr. Dee Sinclair	Oxford City (Quarry & Risinghurst)
Howard Stanbury	Friends of Old Headington

<p>1. Apologies, welcome and introductions. Apologies as above.</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>Action ALL</p>
<p>2. Minutes of the last meeting held on 26 July were agreed with the following proviso:</p> <p>6. Festival 2017 – review Change Cowley Road <u>Festival</u> to read Cowley Road <u>Carnival</u>.</p>	
<ul style="list-style-type: none"> • • Matters Arising not elsewhere on the Agenda (including Executive Minutes of 13 September). • MM will initiate the creation of a volunteer sheet on behalf of Brookes. This will apply to individual volunteers and charities – contact MM in all instances c.c. Andrea Siret. • We have been advised that the way to get planning permission to erect market notices etc. is to apply for a temporary notice via the City Council website planning portal. If the County object to notices then the City can over-rule it 	<p>MM KF</p>

<ul style="list-style-type: none"> • The website needs updating – RB and KF are liaising with our webmaster JM. Let them know if you have any ideas. • See http://www.headingtonaction.org/ . We agreed to add a note to the next circulation encouraging members to visit the website regularly. • There may be scope for Brookes students to assist with improving the website. 	<p>MM</p> <p>LG</p> <p>MM</p>
<p>3. Change to Headington Action Year</p> <p>As Headington Committee for Development Action (HCDA) our year ran from April to March.</p> <p>Our new charity constitution, Headington Action (HA) commenced on 1st December 2016, and we propose to hold our AGMs with the March meetings in future. We wish to align our financial year with the calendar year and this will give us time to produce accounts for the AGM. Regulations stipulate that accounts are submitted within 10 months of the AGM.</p> <p>Previously our accounts were presented at our November AGM meeting. In order to bring the committee up-to-date, the closing HCDA accounts will be presented at our next meeting in November this year.</p> <p>Monies were transferred from HCDA to HA and the bank kindly allowed us to keep the same account number, and just change the name. HCDA is now closed and the end-of-year report has been submitted.</p> <p>Standing orders relating to the new constitution will be prepared as required – these will not alter the constitution, they are for clarification.</p> <p>The new HA year, being the calendar year, together with having the AGM in March, was agreed by the committee.</p>	
<p>4. Headington Market</p> <p>Many people were thanked for their help with the 10th Anniversary Market on 23 September including Theresa Frayn who was present all day.</p> <p>The Lord Mayor, Jean Fooks, opened the market and visited every stall with KF being the cake bearer. Charlie, the Market Manager made two cakes for this purpose.</p> <p>Our HA stall was popular – we sold our canvas bags, gave balloons to the children and leaflets to the adults.</p> <p>There were 25 stalls, a musician, and birds of prey.</p> <p>PW was thanked for his photography and article that appeared in the Oxford Mail.</p> <p>We now average 16 stalls weekly and this is likely to increase.</p> <p>The County has given us permission to expand onto the north side of London Road.</p> <p>The No Parking signs in New High Street have fallen down and we will endeavour to get them reinstated.</p> <p>We have an active Facebook page for the market with 3,827 viewing it. For those who “likes” and “shared” this page there was a raffle on the market and the winner won a voucher for a walk with the birds of prey.</p> <p>150 emails go out weekly to advertise the market.</p> <p>Charlie will be taking a well-deserved holiday in October.</p> <p>A new alcohol licence is being applied for as our existing ones were out-of-date. Official planning application signs have gone up (the application costs £100 and the statutory notice will be in the paper at a cost of £250). The licence will cover all events held on London Road.</p> <p>More people are needed for the market committee – we will circulate this to the HNP Forum. <i>(Done)</i></p> <p>Keith and Charlie were thanked for their sterling work for the market.</p>	<p>RS</p> <p>LG</p>
<p>5. Christmas 2017</p> <p>As in previous years <i>Andrews</i> will be sponsoring the Christmas tree.</p> <p>We are hoping to get new LED lights in two trees – originally these were to be outside Lloyds Bank and outside Helen & Douglas Charity shop.</p> <p>The Highways Authority has approved one at Lloyds Bank but not the other because, we believe, of the distance to</p>	

<p>a lighting socket on a lamppost.</p> <p>We are now investigating the tree outside <i>Andrews</i> where we could run power from a socket on their wall</p> <p>The refusal from the Authority revolves around the potential danger of 240v falling on pedestrians and we have written to Highways for clarification of the regulations.</p> <p>We hope to have more trees lit next year.</p> <p>The switch-on will be on Friday 1st December at 5pm and HA will be hoping to get some free mince pies from the local supermarkets/estate agents to give away.</p> <p><i>Andrews</i> will be providing refreshments and asking for donations for charity.</p> <p>We will encourage the shops to put up their blue lights again and circulate the website for them to obtain them direct.</p> <p>RS will contact Churches in Headington to get a new representative on board to replace Darren McFarland. <i>(Done)</i></p>	<p style="text-align: right;">EB</p> <p style="text-align: right;">RS</p>
<p>6. Joint Working Arrangements</p> <p>Further to the notes distributed for this meeting we need to deliver the projects specified in the Neighbourhood Plan.</p> <p>A Headington Planning Group is up-and-running, and discussions have taken place about a successor body. These were the final conclusions from that meeting:</p> <ul style="list-style-type: none"> • THE FORUM REMAINS AS A STATUTORY BODY TO VALIDATE THE PROJECTS • THE CHAIR OF THE HNF JOINS THE COMMITTEE OF HA • THE COMMITTEE INVITES THE CHAIR OF HNF TO JOIN THE HA EXECUTIVE • HA SUB GROUP CHAIRS WILL BE INVITED TO JOIN THE HA COMMITTEE TO ENSURE COORDINATION OF TASKS • THE ENLARGED HA EXECUTIVE WILL PRODUCE A PLAN DETAILING THE JOINT WORKING ARRANGEMENTS FOR THE APPROVAL OF THE HA COMMITTEE • THESE CONCLUSIONS WILL BE PRESENTED TO THE HA COMMITTEE MEETING ON 27 SEPTEMBER AND TO THE NEXT MEETING OF THE HNF STEERING COMMITTEE <p>The Forum remains the statutory body to whom all actions regarding the delivery of the Neighbourhood Plan are accountable.</p> <p>The Forum reps. will be consulting with the City Council over the CIL monies due to us.</p> <p>Detailed working arrangements will be prepared for the approval of the HA committee.</p> <p>The committee was content with these arrangements and the chair of HNF will be invited to the next meeting.</p>	<p style="text-align: right;">PC</p>
<p>7. Local Plan Consultation Response</p> <p>We made a point of stating that there was no reference to neighbourhood plans in the proposal document.</p> <p>At our next meeting of Headington Forward we will raise this with Patsy Dell.</p> <p>We need to be sure that the proposals take account of the HNP.</p> <p>We know that from the large number of submissions, they will be looking at designated sites first – we need some input here.</p> <p>They will then look at where their preferred options were not endorsed – RW will see Mark Jaggard on this.</p> <p>We need to clarify the item on house sizes – this was not clear in the paper.</p> <p>We want to discuss housing <u>demand</u> v housing <u>need</u>.</p>	<p style="text-align: right;">RW</p>
<p>8. Finance</p> <p>There have been no new grant applications.</p> <p>Finances are very satisfactory owing to the flourishing market.</p>	
<p>9. Listening Benches</p> <p>The HNP Character Assessments specified a need for some history and culture information points to reinforce the identity of various parts of Headington.</p> <p>It has been suggested that we consider listening benches as extra seating had also been specified.</p> <p>Some S106 money is available from the Brookes development which has not yet been spent – this is a 5 figure sum.</p>	

<p>It has to be spent on the public realm, and the main shopping centre has been specified. The idea of benches comes from the “ Essex You are Hear” project and historical facts have been acquired by the Essex Record Office, http://www.essexrecordofficeblog.co.uk/you-are-hear/ See also: Audio content for listening benches: Essex sounds http://www.essexsounds.org.uk/content/category/benches Supplier: portfolio (includes audio benches and interactive maps) Blackbox AV http://www.blackboxav.co.uk</p> <p>In reply to an often-asked query they have only had two cases of vandalism out of 15 benches. Benches cost £2,000 each and there have been 1,000s of listeners in Essex. Any expenditure needs the permission of Brookes. We need to investigate whether the area for the location of benches or other similar facilities could extend to the Bury Knowle park.</p> <p>An interactive map has also been suggested and we will investigate. We would need to set up a project group to coordinate this. RW and RS wish to be involved and we would like some more volunteers.</p>	<p style="text-align: right;">RW RW/ RS</p>
<p>10. AOB</p> <ul style="list-style-type: none"> • <i>Low Carbon Headington</i> has been dissolved and is now part of a political lobbying group on climate change, with the two local MPs involved. JH felt that she could not take part in HA as a representative as we are strictly non-political. We therefore reluctantly said goodbye to Jill and thanked her for her input over the years. As we need an environment rep. on the committee we will ask Robin Gill (who is involved in thermal imaging issues) to join us as a co-opted member. • We have a storage shed at the Headington Community Centre in Gladstone Road. As the swap shop is now closed we have some space to spare. Contact HA if you would like to store equipment etc. there. There are 4 key holders. We will also consider extending the range of materials which are available for community use – for example display equipment. • Scams – RW has been on a training course to give talks to vulnerable people about being scammed by crooks. The presentation talks about victims and spotting victims and she can set up scam awareness sessions and train people on outreach activities in the community to spot potential problems. Leaflets are available from RW. See https://www.friendsagainstscams.org.uk • Lye Valley – owing to ground clearance some rare plants, such as Water Chickweed (<i>Myosoton aquaticum</i>), have regenerated from seeds dormant in the soil for 100 years. Concern was raised about an article in the local press about an underground heat network encroaching on Warneford Meadow. We believe that this is incorrect and we agreed to invite a City Officer to talk about the proposed District Heating scheme for the Headington institutions at our next meeting, whilst these plans are in their early stages. • Litter – the committee were advised that all-year litter picks can be done with litter-pickers and hi-viz vests available from LG. https://www.oxclean.org.uk/anytime-litter-picks/ The Civic Society are also launching a new Spotless campaign https://www.oxclean.org.uk/spotless-oxford/ where shops and businesses are invited to sign up to agree to keep the spaces outside their premises litter-free. We will encourage local Headington businesses to join the scheme. Rubbish accumulating around bus stops was brought up – these should be cleaned up by Clear Channel as they have a contract with the council for this. RW has a City Council contact to check on this. • Finally, the Chair paid tribute to Janet Isaac who died recently. She was a member of this committee for some years and looked after the noticeboards, and was involved with the market and a wide range of other local community work. She will be sadly missed. 	<p style="text-align: right;">PC RW/ PC RW</p>
<p>11. The meeting closed at 9pm.</p>	
<p>12. Next Meeting</p> <p>The next meeting will be in Room JHB 128 on Wednesday 29 November 2017.</p> <ul style="list-style-type: none"> • <i>Following the meeting we were sent details of some free screenings at Brookes – see</i> https://www.brookes.ac.uk/uploadedfiles/faculty_of_technology,_design_and_environment/obu_documentary_club/site_assets/obudoc-programme-2017-18-s1.pdf 	