



**HEADINGTON ACTION**

[www.headingtonaction.org](http://www.headingtonaction.org)

**Minutes of the meeting held on 28 March 2018 at 7.00pm**

**Room JHB 128, John Henry Brookes Building, London Road.**

**Present:**

<b>Elsa Bell</b>	<b>HONORARY SECRETARY</b>
<b>Rosemary Belton</b>	Friends of Bury Knowle Park
<b>Richard Bradley</b>	Friends of Quarry – <b>TREASURER &amp; TRUSTEE</b>
<b>Patrick Coulter</b>	Headington Road Runners – <b>CHAIR &amp; TRUSTEE</b>
<b>Keith Frayn</b>	Ramblers – <b>VICE CHAIR &amp; TRUSTEE</b>
<b>Liz Grosvenor</b>	<b>ADMIN SUPPORT</b>
<b>Carolyn Gulliver</b>	London Court Residents'
<b>Jonathan Ives</b>	Cyclox
<b>Peter McCarter</b>	Friends of Old Headington
<b>John Nealon</b>	Headington Neighbourhood Forum
<b>Margaret Simpson</b>	U3A Oxford
<b>Andrea Siret</b>	Oxford Brookes University
<b>Peter West</b>	St Anne's Area Residents' Association
<b>Lesley Williams</b>	Headington Schools Partnership

**Apologies:**

<b>Cllr Susan Brown</b>	Leader Oxford City Council
<b>Mary Hope</b>	Local Resident
<b>Sheila Hurst</b>	New Headington Residents' Association
<b>Cllr Mark Lygo</b>	Oxford City (Churchill)
<b>Maggie Maguire</b>	Oxford Brookes University
<b>Judy Palmer</b>	Local Resident
<b>Cllr Glynis Phillips</b>	Oxfordshire County (Barton Sandhills & Risinghurst)
<b>Sonja Roffey</b>	Mileway Gardens Residents' Association
<b>Roz Smith</b>	Oxfordshire County Councillor (Headington & Quarry)
<b>Howard Stanbury</b>	Friends of Old Headington
<b>Cllr Ruth Wilkinson</b>	Oxford City (Headington)

	<b>Action</b>
<p><b>1. Apologies, welcome and introductions.</b>                      Apologies as above.  <b>A reminder that if you are unable to attend a meeting it is acceptable that you send a representative on your behalf.</b></p>	
<p><b>2. Minutes of the last meeting</b> held on 31 January were agreed.</p>	
<p><b>3. Matters Arising</b> not elsewhere on the Agenda (including Executive Minutes of 27 February).</p> <ul style="list-style-type: none"> <li>• On Page 4 regarding the Greening of Headington, the date of the presentation by the students has been changed to 1 May at 1pm. It will take about one hour.</li> <li>• The Chair re-iterated the note above about sending a representative to meetings.</li> </ul>	<b>ALL</b>

<ul style="list-style-type: none"> <li>• The Film is going ahead on the Saturday of the Festival.</li> <li>• The consultation for the submission of heritage assets has now ended.</li> <li>• The crossing at Osler Road has been re-instated into the A2H project and work has already started.</li> <li>• As noted in the Exec Minutes, a trustee is required to represent HA at the Community Centre to act as an interface as to how to use funds that they are proposing to donate to us for various projects that fulfil their charity aims. They meet every second month and anyone interested in taking up this role should make contact with PC.</li> </ul>	<b>ALL</b>
<b>4. REPORTS</b>	
<p><b>Headington Festival – 2 &amp; 3 June</b></p> <ul style="list-style-type: none"> <li>• EB, RBr and MS have met with the Festival committee, and we are now paying a project manager to oversee the Festival. A new project this year involves showing a film on Festival Saturday evening – this will be run by the Round Table who are underwriting the cost and will take any profit for their charities. No child under 16 will be admitted without an adult, and there will be stewards on duty.</li> <li>• The plans for Sunday are all in hand.</li> <li>• A grant from Oxford University has been added to the Lottery Grant we have already received.</li> <li>• The Medical Sciences Division of OU are being encouraged to have stands in order to showcase their work</li> <li>• The Council will not be charging us extra for running the film evening.</li> <li>• Advertising material will be given out at the Market on the previous Saturday.</li> <li>• We have agreed to survey the demographics of the attendees at the Festival to see how we are attracting various groups and this is useful information for future grant applications.</li> <li>• MS was thanks for once again organising the volunteers.</li> </ul>	
<p><b>Headington Market</b></p> <ul style="list-style-type: none"> <li>• The income prediction has been tripled and we have bought two new gazebos, which are kept in the market storage shed.</li> <li>• The old black gazebo is available for others to use but we will hold onto it until after the Festival then if possible donate it to a local group.</li> <li>• Charlie the market manager is away for 4 weeks at present but everything is going well.</li> <li>• Complaints have been received about the difficulty of cycling out of New High Street but this has been resolved by re-arranging the corner furniture. Another complaint has been lodged about early morning noise but this has been addressed too.</li> <li>• A customer has complained about the use of plastic and we are looking to see how this can be minimised.</li> <li>• We have also received many compliments about the market.</li> <li>• The question of GDPR (Data Protection) in the light of new legislation has been raised and this is being looked at.</li> </ul>	
<p><b>Headington Neighbourhood Plan</b></p> <p>The AGM has taken place and the Chair of the Forum Mike Ratcliffe has resigned as he is now working away from Oxford.</p> <p>The List of 60 projects in the Plan have been prioritised <b>see appendix</b></p> <p>We have already built up c. £40,000 CIL money available to carry out these projects and a meeting has been arranged with the City Council to discuss how we access this money.</p> <p>We are awaiting the completion of the City Council’s governance review to enable us to take steps to set up a Community Council.</p>	

<p><b>Christmas lights</b></p> <p>We illuminated two extra trees last year and we want to do more, but some trees are not suitable, either because there is not adjacent power source or that the tree is too weedy.</p> <p>The most suitable are 2 of the 4 at the end of Osler Road, and the one outside the Fairtrade Shop. We will ask the shop if they are prepared to let us use their power in which case we would do this tree and one of the Osler Road trees; failing this we will go for 2 of the Osler Road trees. Where power sockets from the lampposts are required this costs c.£400.</p> <p>Councillors have agreed to fund 2 x £400 for this (Ruth/Altaf and Dee/Chewe). Unfortunately it was not possible to install a socket in the lamp column outside Yummy's which Dee/Altaf had offered to fund. Otherwise that tree would have been very suitable.</p> <p>Richard was thanked for his work on this – there is a lot of paperwork attached to getting permissions and physical sockets organised.</p>	
<ul style="list-style-type: none"> <li>• <b>Projects</b></li> </ul> <p>See list in the Appendix.</p> <p>No 57 Greening is already underway in terms of planning and a feasibility study is testing out how the community can develop a diverse corridor along the London Road. Students from Brookes, who are working on this, will give us a presentation on May 1<sup>st</sup> at 1pm. The objective is to encourage community development as much as producing a green corridor, and it overlaps with other art projects (33) and walking trails (26).</p> <p>No 58 Hear in Headington is being organised by Ruth and Richard and the first two benches will, we hope, be in BKP. This is being funded by Brookes Section 106 money, and drafts of the recordings have already been made.</p> <p>No 59 (Wi Fi) – Ruth and Richard have made use of the expertise at Brookes, and we are aware that the City Council is planning the same initiative in Central Oxford.</p> <p>No 61 Isolated and Lonely – a meeting has been set up with one of the stakeholders, Archway.</p> <p>We do need a project manager and a range of volunteers to run these projects – please let us know if you can help. We are considering the option of paying a part time project manager.</p> <p>The priority List was approved by the meeting.</p> <ul style="list-style-type: none"> <li>• PW pointed out that the Headington Community Forum which has evolved from the original NAG meetings is very similar to No 23 – re-instating the Area Committee</li> <li>• MS noted that the walking trails no 26 is already being developed by the Manor Surgery as a FOCUS ON Health issues.</li> <li>• PMc said that there is a City Volunteer Coordinator, Carl Whitehead, who holds various tools for use by communities.</li> <li>• We need to ensure that there are no conflicts of interest across the area eg. any landscaping going on, or any projects that replicate what we have in our list. For example there is the issue of the future use of Ruskin Fields. <b>We will use the agenda slot on Projects at the HA Committee meetings to exchange information on local projects.</b></li> <li>• RBe pointed out that exercise equipment (no 60) has not found favour with the BKP committee.</li> </ul>	<p><b>ALL</b></p>
<p><b>5. Hanging Baskets</b></p> <p>We are now allowed to put up sponsorship signs related to the baskets, and one regular sponsor has doubled their order in the light of this new permission.,</p> <p>Thames &amp; Chiltern in Bloom is imminent but in view of the impending Greening project we will not enter this</p>	

year. We understand that the city council are in the process of setting up a similar scheme.		
<ul style="list-style-type: none"> <li>• <b>AOB</b></li> <li>• JI gave us an update on <i>Headington Occasional</i> – funding is being sought with crowdfunding to finance the first print bill. It is hoped that the first edition will be out in the next couple of weeks. They will have a stall at the Festival to publicise it and also write up the festival for us.</li> <li>• Housing adjacent to Barton Park is being developed by Christ Church. The plan is for 750 houses and there is concern about this extra impact on Headington and the Green belt. Richard suggested it would be better if parking could be transferred from the JR to this site with a shuttle bus to take patients to the hospital, and the parking released at the JR could be developed for short-term parking only and staff housing. It was agreed that plans for this land may be a good subject for a meeting/debate. which will be facilitated by HA.</li> <li>• LW said that St Andrews School are involved in doing an audit of public art and are doing research into the decorated paving slabs in BKP.</li> </ul>		PC
<b>6. The meeting closed at 8.45 followed by refreshments.</b>		
<b>Dates for your diary:</b> 30 May            26 September 25 July            28 November		

LG 2/4/18

**APPENDIX**

**HEADINGTON NEIGHBOURHOOD PLAN – PROJECT PRIORITISATION V4**

Headington Neighbourhood Plan included a substantial number of community policies and projects.<sup>1</sup> These will be delivered by the Headington Neighbourhood Forum and Headington Action either directly or by working with partners and/or stakeholders. In order to manage the delivery of the projects they have been prioritised by the Forum. **The priorities will be further updated to reflect changing circumstances and as new projects arise.**

**Methodology**

A panel of representatives of the Steering Committee assessed all the community projects. Projects which were broadly similar were combined under a single project heading and several new projects were added. The projects were then individually assessed using a range of key qualities. The assessments were then reviewed and a priority ranking (High, Medium, Low) ascribed to each project. The list of rankings was reviewed and confirmed by the full Steering Committee and updated by the Forum at their meeting on 10<sup>th</sup> March 2018 and is set out in Table 1 below.

**Table 1 Project Priorities**

<b>HIGH PRIORITY</b>	
	<b>Enhance access to sports, leisure and community facilities</b>

<sup>1</sup> Headington Neighbourhood Plan pages 32 (Green Spaces); 33/34 (Business); 40 (Character and Identity); 41/43 (Housing); 48 (Transport); 49 (Future).

18	This involves working with the major institutions to improve public access to their on-site facilities.
20	<b>Headington Business Association</b> To facilitate the development of a business association for Headington so that business could work together to promote and enhance Headington as a place to do business.
22	<b>Investigate the creation of a Community Council to provide continuity for the Headington Neighbourhood Forum</b> The aim is to create a successor body to oversee the implementation of the Plan throughout the plan period.
57	<b>Greening Headington</b> This combines the projects listed under community policy GSC1 with the exception of allotments and the Lye Brook surface water drain. The main focus is on improving biodiversity and extending wildlife corridors.
58	<b>Hear in Headington</b> This is a new project for the provision of talking benches and posts along the London Road and elsewhere where users can listen to recorded information about local history and character.
59	<b>Headington Wi-Fi</b> This is a new project for the creation of a wifi zone covering central Headington.
61	<b>Isolated and Lonely in Headington.</b> To work with the providers of services in Headington with the aim of developing improved service provision
<b>MEDIUM PRIORITY</b>	
6	<b>Increase the floristic biodiversity of Doris Field Trust Nature Reserve</b> The nature reserve is an important viewing point for Oxford's historic buildings and increasing the biodiversity will add to the viewing experience.
26	<b>Develop more walking trails around Headington</b> These could be related to the important buildings and spaces identified in project 31 below
31	<b>List important buildings and spaces</b> List buildings and spaces which are treasured for heritage, ecological or community value to help preserve and promote them. Develop Headington's own blue plaque system based on these buildings and spaces.
33	<b>Establish locations for displaying works of art and culture</b> The centre of Headington could become a location for the display of works of art and culture on the themes of health and education thereby reflecting local institutional strengths. This could include a video, mural or photo montage of the key characteristics of Headington as identified in the character assessments and linked to project 39 below.
34	<b>Facilitate the development of community cinema in Headington</b> Encourage local residents associations and other groups to hold film shows by provision of equipment and facilities and through targeted promotion.
35	<b>Signage for facilities</b> Provide signs to local businesses and facilities to improve Headington centre. This could be linked to project 39 below.
37	<b>Provide public seating</b>

	Provide public seating in key locations around Headington
39	<b>Improve the visual impact of the cross roads area of central Headington</b> The aim is to make this an area of high visual impact and thereby strengthen the identity of Headington and its shopping centre.
54	<b>School Transport</b> Encourage parents to use alternatives to car transport on the school run. This would include monitoring and revising school travel plans.
60	<b>Provide outdoor fitness facilities in Bury Knowle park</b> Provide a range of outdoor fitness facilities adjacent to the children's play area in Bury Knowle park to encourage parents and others to exercise.
<b>LOW PRIORITY</b>	
1	<b>Reinstate Ingle Close allotments</b> These allotments are adjacent to Headington cemetery. They have become overgrown and as a consequence are no longer worked. Reinstatement would include clearance and the renewal of fencing and services. The allotments lie just beyond the boundary of the Neighbourhood Plan.
23	<b>Reinstate the Area Committee</b> Investigate the reinstatement of the North East Area Committee. This Committee was discontinued some years ago. The proposed new Community Council for Headington would be a more effective means for representing the views of the local community.
27	<b>Cultivate land for community benefit</b> Develop small areas of public land to grow vegetables and flowers for public consumption
36	<b>Unify Shop Facades</b> Encourage shop owners to harmonise their shop facades to improve the appearance of the central shopping area.