



**Minutes of the meeting held on 28 November 2018 at 7.00pm**  
**Room JHB 128, John Henry Brookes Building, London Road.**

**Present: 19**

<b>Elsa Bell</b>	<b>HONORARY SECRETARY &amp; TRUSTEE</b>
<b>Richard Bradley</b>	Friends of Quarry – <b>TREASURER &amp; TRUSTEE</b>
<b>David Colbeck</b>	Friends of Headington Hill Park
<b>Patrick Coulter</b>	Headington Road Runners – <b>CHAIR &amp; TRUSTEE</b>
<b>Keith Frayn</b>	Ramblers
<b>David Garces</b>	AgeUK
<b>Cllr Stef Garden</b>	Oxford City (Headington)
<b>Liz Grosvenor</b>	<b>ADMIN SUPPORT</b>
<b>Ian Gourlay</b>	Friends of Headington Hill Park
<b>Carolyn Gulliver</b>	London Court Residents'
<b>Sheila Hurst</b>	New Headington Residents' Association
<b>Tony Joyce</b>	Oxford Civic Society
<b>Philippa Logan</b>	Shotover Preservation Society
<b>John Nealon</b>	Headington Neighbourhood Forum
<b>Cllr Glynis Phillips</b>	Oxfordshire County (Barton Sandhills & Risinghurst)
<b>Margaret Simpson</b>	U3A Oxford
<b>Wendy Vrij</b>	Oxford Brookes University
<b>Peter West</b>	St Anne's Area Residents' Association
<b>Lesley Williams</b>	Headington Schools Partnership

**Apologies: 10**

Rosemary Belton	Friends of Bury Knowle Park
Cllr Susan Brown	Oxford City (Churchill)
Tanya Field	Headington Community Association
Cllr Altaf Khan	Oxford City (Headington)
Cllr Chewe Munkonge	Oxford City (Quarry & Risinghurst)
Judy Palmer	Local Resident and Rambler
Emily Shipway	Manor Surgery Practice manager
Cllr Roz Smith	Oxfordshire County (Headington & Quarry) Oxford City (Headington)
Howard Stanbury	Friends of Old Headington
Linda Thomson	Latimer Grange Residents' Association

With thanks to Oxford Brookes for providing the venue	Action
<p><b>Apologies, welcome and introductions.</b>                      Apologies as above and we welcomed Wendy from Brookes, and David and Ian from Headington Hill Park Park, and Philippa Logan from Shotover.</p> <p><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>Presentation by David Colbeck from The Friends of Headington Hill Park (HHP)</b></p> <ul style="list-style-type: none"> <li>• In 2014 the Friends set up working parties and made revisions to the car park</li> <li>• Ian Gourlay discovered a Japanese Bitter Orange almost smothered by foliage. This was cleared away, it blossomed, and the shrub is now fruiting.</li> <li>• The Friends set about restoring the Arboretum which was originally planted by the Morrell Family in 1858.</li> <li>• As part of National Tree Week the Friends planted some special trees and opened a new Tree Trail with the help of a financial contribution from HA.</li> <li>• Future plans include:             <ol style="list-style-type: none"> <li>1. Providing nesting boxes – hopefully by Spring 2019</li> <li>2. Developing the existing Lime Tree Walk – this is the avenue leading to the Church and the plan is to open up the fence to restore the visual link. For safety reasons it will not open, and the choice is Victorian style railings at a cost of c.£3500 or a bespoke piece of wrought-iron artwork at C£8000</li> <li>3. Layering of the Horse Chestnut Tree – this project pins down the branches of the tree so that they re-root and create an open space underneath which could be part of a picnic place. The tree is c.200 years old. It is hoped to complete this by May next year to coincide with a twinning event.</li> <li>4. Revision of the Park entrance to Cuckoo Lane – a long-term project not yet costed.</li> </ol> </li> <li>• Funding is being sought, with representation already made to the Council for S106 or CIL money.</li> </ul> <p>It was suggested by the meeting that the Morrell Family could be contacted to make a contribution. The implication of this being in a Conservation Area needs to be investigated too.</p> <p>PC, JN and RB (the sub group formed to consider financial applications) will meet shortly to consider an application for CIL money – this plea would then go to the HA Committee for approval and then to the Council. The Chair commended the work of both Friends of BKP and Friends of HHP and recommended that members try out the new tree trail.</p>	
<p><b>1. Minutes of the last meeting</b> held on 26 September were agreed.</p>	
<p><b>2. Matters Arising</b> not elsewhere on the Agenda (including Executive Minutes of 31 October).</p> <p><b>Festival</b>          Monthly meetings to plan the Festival start in January and more volunteers are needed to help. JN has kindly agreed to do the publicity with MS doing the press releases. A lead person is required to deal with the Sunday <b>entertainment</b> – booking acts, liaising with the Treasurer etc. Also someone to manage the administration including the project plan <b>project plan</b>, a progress chaser, and to work with EB and RB. SG may have a contact and will let EB know.</p> <p><b>Market</b>          The market was set up by HA 11 years ago. Stall fees minus expenses go to HA to fund projects and provide small grants. KF took over as Market Manager in 2016 and transformed the market from a handful of stalls to about 18 stalls today. He will be standing down at the AGM. The post has been advertised and in the interim Liz Dowler and Tony Phelan (already on the Market Committee) will be helping out. At the meeting in January the remaining tasks will be determined and in the meantime the vacancy will be advertised via emails and the <i>facebook page</i>. The net stall fees for November amounted to £835, and out of this c.£200 was spent on hiring barriers.</p> <p><b>Calendars</b>          Based on the winning photos in our photographic competition at this year’s festival we have produced a calendar for 2019 in conjunction with Science Oxford. The calendars are £5 each and will be available at various venues including St Andrew’s Fair, the Market, Schools, the 50+ Meeting, etc.</p> <p><b>Brand-a-Bus</b></p>	

<p>We have entered the Brand-a-Bus competition run by Oxford Bus Company and JN submitted a pdf presentation. Go to the OBC website <a href="https://www.oxfordbus.co.uk/competition/competition-gallery/">https://www.oxfordbus.co.uk/competition/competition-gallery/</a> and vote for us so that we can at least get in to the top 10 entries to have our logo on a bus! The Chair thanked John for putting together an excellent HA entry at fairly short notice.</p> <p><b>Headington Neighbourhood Forum</b>                  We have received £4,000 CIL money to add two extra trees with Christmas lights this year.</p>	
<p><b>3. Christmas 2018</b></p> <p>The lights will be switched on at the gathering starting at 5pm on Friday 30 November. There will be carols, mince pies, various desserts, wine and fruit juices. This year HA have paid for the tree and we have thanked Andrews for providing it in previous years – they will be joining in with selling punch and will be asking for donations for their nominated charity. Nick Gill will be playing the piano again too.</p> <p>The cost of the tree amounts to c£900 as it includes delivery, erection, setting up the lights and removing them, but Headington Community Association very kindly gave us a donation of £250 to help with this. In future we have had a recommendation to contact Bartrams for a tree. The event is on the Market <i>facebook</i> page as well as on posters throughout Headington.</p>	
<p><b>4. Headington Neighbourhood Plan</b></p> <p>The development of a Headington Community Council is a priority of the Neighbourhood Plan and will be a major step for Headington. We are awaiting the result of a governance review to be carried out by the City Council which will hopefully approve the setting up of a Community Council. SG has confirmed with officers that the governance review can now be prioritised by the Council following the completion of the Boundary Review. SG will continue to monitor progress for HA/HNF and a meeting will be arranged shortly with officers and HA/HNF.</p> <p>The Local Plan draft is out for consultation until the end of December, and we are trying to determine if the HNP has been taken into consideration. We are employing Adam Symons (our HNP Project Manager) to look at this and his report is expected in mid-December so that we can respond. If we find that it has not been taken into account we believe that we can complain on the grounds of “soundness”.</p> <p>Ruth Wilkinson and Andrew Gant are also looking at the draft Local Plan in relation to the HNP.</p>	SG
<p><b>5. Projects</b></p> <p><b>Festive Lights</b> – already referred to above.</p> <p><b>HHP gates</b> – see presentation above</p> <p><b>Loneliness</b> – HA facilitated a meeting of involved parties and agencies dealing with loneliness in Headington. We are aiming to create a community-based approach by joining up these agencies. Frome in Somerset have done this and it has been seen that there has been a reduction in hospital admissions since.</p> <p>We have a consultant on board, (Gill Turner who is a researcher and gained her doctorate from Brookes) working for 20 days to talk to people in Headington and Oxford, 50+, Oxford Brookes, Archway, the Churches, Community Centre, OxFed, the Council, AgeUK etc. A draft report of her findings will be available at our next meeting. Residents’ Associations have not been included at this stage so RB is ending out questionnaires with 11 questions to gain impressions, rather than detailed responses, to find out what is being done already.</p> <p><b>Greening</b> – this project has developed from the hanging baskets, and a project manager is being sought to take this forward It is probable that this work needs be separated into two stages and might require different people the first stage being researching ownership of land, legal requirements etc and the second designing and implementing a greening strategy, including the involvement of the community</p> <p>RB, PC and EB are meeting to further his.</p> <p>The Friends of Old Headington sent a message to say that they are planning projects to replace trees that have been cut down in Old High Street, and Highfield RA are also looking at tree replacement. Friends of Quarry are interested in having hedges and shrubs in the central reservation of the Eastern Ring Road from Headington roundabout to Spring lane, which is particularly bare. These will complement the wild flowers already there,</p>	RB/PC/EB

<p>but the Highways Agency will need to give permission. The emphasis will be on shrubs that combat particulates, but it was pointed out that until the Expressway has been determined this project should be on hold.</p> <p>DC advised that he would like to be involved in the Greening projects. They have already planted 108,000 bulbs at the bottom of HHP with the help of S106 money amounting to £18,000. He also pointed out that planting shrubs makes litter-picking around them difficult. The best anti-particulate tree is the London Plane. Cuckoo Lane needs to be improved – resurfacing is pending and this would be an opportunity to introduce some shrubs and make the lane less subject to antisocial behaviour. He suggests that sustainable hanging basket planting could be considered too.</p> <p><b>Hear in Headington</b> – this consists of listening benches and speaker points in 8 locations powered by wind-up or solar. There will be 6 audio clips at each point and the material has been produced and is being checked by local historians. This project did not arise from HA but from City Councillor investigations into the use of Sn 106 money arising from the Brookes JHB development. It was subsequently included in the list of Neighbourhood Plan priority projects as it ties up with the HNP analysis on Character &amp; Identity. The City Council has asked who will pay maintenance costs as it cannot come from Sn 106, and has asked HA if we can pay this.</p> <p><u>We agreed to be the fall back for maintenance costs</u> for this project for years 4 onwards, assuming we cannot find another organisation to cover the cost. This agreement was given on the assumption that the cost is about £1k pa.</p> <p>The committee was understandably worried about a commitment to expenditure if the project is not a success and asked how success will be monitored. This will be built into the project specification and if we find that it is not successful or we cannot get outside funding then we could abandon the project.</p> <p>We were asked about using QR codes, but this was deemed to be less successful particularly if there is patchy wi-fi availability.</p> <p>RB pointed out that approval for the project will come from the City Council and Brookes.</p> <p>On the basis of a vote of the members present it was agreed that HA would act as fall back for the maintenance costs if there were no other sources of funding available and the project was a success (11 were in favour, 1 was against, and 2 abstained.)</p> <p>KF advised the meeting that he is trying to get a Junior Park Run to this side of Oxford to encourage local children from Headington and nearby areas to become more physically active.</p>	
<p><b>6. Finance</b>                  Nothing to report.</p>	
<p><b>7. Policing in Headington</b></p> <p>A draft letter from PW had been preciously distributed. It included some convincing figures on the costs of moving the Marston Road Police Office and argues that it would see a reduction in neighbourhood policing in our area. The Oxford Times are interested in running the story and the letter with many signatories already will be submitted shortly.</p> <p>The Chair commended PW for his initiative. Following discussion it was decided that HA would respond via a separate letter in support of retaining the Marston office. This would add to the ongoing momentum of the Petition.</p>	
<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Friends of Old Headington are holding their Annual Winter meeting on Friday 30 November at 8pm at the Village hall, Dunstan Road. This year’s speaker is William Whyte of St John’s College and his talk is “Unlocking the Church: the lost secrets of Victorian sacred space”. This will be followed by refreshments</li> <li>• Our Chair announced that from the AGM in March he will be stepping down after 8 years at the helm of HA.</li> <li>• There is also an informal consultation currently taking place on the CPZ scheme in Quarry.</li> </ul>	
<p>The meeting closed at 9.15</p>	
<p><b>Date of next meeting for your diary: 30 January (in JHB 128)</b></p>	