



Registered Charity No. 1170517

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DRAFT Minutes of Committee Meeting

held on 30 July 2025 at 7.00pm in the Executive Suite

Oxford Brookes University

Present: 18

Heather Armitage (HAr)	Friends of Lye Valley
Elsa Bell	HONORARY SECRETARY, DEPUTY CHAIR & TRUSTEE
Rosemary Belton	Friends of Bury Knowle Park (FoBKP) TRUSTEE
Cllr Liz Brighthouse	County (Churchill & Lye valley)
Patrick Coulter	Headington Neighbourhood Forum (HNF)
Patrick Dendy	Friends of Headington Hill Park (FOHHP)
Priscilla Goldby	Market coordinator
Liz Grosvenor	ADMINISTRATOR
Neil Holdstock	TREASURER
Sheila Hurst	New Headington Residents' Association (NHRA)
Jane Moore	Connected Communities Lead (CC)
Viv Miles	TRUSTEE
Jack Olchawski	Oxford Brookes University
Cllr Glynis Phillips	County (Barton, Sandhills & Risinghurst) TRUSTEE & CHAIR
Cllr Roz Smith	County (Headington & Quarry) City (Quarry & Risinghurst)
Cllr Chris Snowton	City (Headington)
Howard Stanbury	Friends of Old Headington (FOOH)
Lesley Williams	Headington Schools Partnership

Guest: Dee Sinclair

Apologies: 7

Richard Bradley (RBr)	Former Friends of Quarry (FoQ)
Sumukh Kaul	HNF
Tatjana Kovalevica	Website
Cllr Altaf Khan	City (Headington)
Chris Mills	Friends of Headington Quarry (FOQ)
Sonja Roffey	Mileway Gardens RA
Cllr James Taylor	City (Headington Hill & Northway)
Peter West	OBAG

	recommended that they contact Jack Wheeler to make sure that this does not happen to their plot.	
4.	<p>Vandalism and the Oxford City Local Plan – Heather Armitage</p> <p>a. Recently part of the boardwalk in the Lye Valley has been damaged by fire. It is currently roped off and visitors have to step off the path onto the grass to get round. Cllr Susan Brown and Liz Brighthouse are aware and they will find out who is responsible for its repair. FOLV were recommended to write to the Council, and the local Councillors and to see if CIL money might be available.</p> <p>b. HAr and GP have written a letter (attached) to the City Council regarding the misleading comments about the protection of green spaces, and the fact that in the short version of the consultation it does not specify that it is only talking about already protected sites. Other local green areas not protected by an SSI include an area behind the White Hart, the two fields near Ruskin College, Bertie Park etc. There may be other instances of non-clarity and as such Headington Action cannot trust the results of the survey.</p> <p>CS will make a representation to the City about the misleading information.</p> <p>Everyone is encouraged to respond to the consultation which can be found at Local Plan - Oxford City Council - Citizen Space. The deadline is 8 August.</p> <p>In the letter mentioned above attention has also be drawn to the fact that Headington has not been included in the Consultation whereas other areas of Oxford have.</p>	<p>HAr/GP/LG</p> <p>CS</p>
5.	<p>Relationship with Headington Neighbourhood Forum – Patrick Coulter</p> <p>A joint meeting of HA Executive and HNF was held on 21 July with the aim of how to manage the Neighbourhood Plan going forward. There were 5 options:</p> <ol style="list-style-type: none"> 1. Do nothing 2. With the support of HA obtain the necessary resources to undertake a full revision of the Plan – This would cost c.25K and CIL is not available 3. Prepare the equivalent of a Parish Plan 4. Actively pursue a Parish/Community Council for Headington 5. Maximise the benefit of the current plan <p>A meeting is being convened in the Autumn to work up the options in nos. 3, 4 and 5.</p> <p>A merger of HA and the HNF is not possible because HA is a charity (and is able to obtain grants) and the Forum is a statutory body.</p>	

	<p>The upcoming Local Government reorganization will have an effect on any outcome as it will affect CIL, neighbourhood plans, etc. <u>(Possible alternative wording if we give up on hearing from LB)</u> <u>It will be important, in exploring the parish council route, to take account of the key elements by which the various options for local government will be assessed in the formal</u> There are three elements to the Community Governance Review:</p> <p>Community Engagement Subsidiarity XXXXXXX Await Lix Brighthouse</p>	
6.	<p>Succession Plan – agree Action Plan – Glynis Phillips</p> <p>Refer to the draft Action plan already circulated.</p> <ol style="list-style-type: none"> 1. More volunteers needed – see the list of existing organisations on the committee (attached) 2. Getting organisations together to discuss increasing membership and hosting an event. VM and GP to organize. We need to respond to any invitations received to attend other events. 3. Meeting to discuss potential duplication between HA and HNF 4. Sustainability – ensuring that everyone can list duties undertaken and to obtain some “shadow” names to cover * 5. The Exec to compile a list of job descriptions <p>The area covered by Headington Action is the same as that covered by Headington Neighbourhood Plan plus some adjacent areas.</p> <p>GP was thanked for her work on the Action Plan and the Committee agreed it. Everyone is invited to give us any additions or suggestions.</p>	VM/GP
7.	<p>HA Projects/activities updates</p> <p>Festival 2025-</p> <ul style="list-style-type: none"> • The Festival was a huge success and there was lots of positive feedback. • The raffle sold out with 995 tickets sold. • The re-arrangement of the area was well-received – thanks to Neil and Shannon. • The Festival will break even as expected. • Thanks were extended to the Festival Committee, particularly to Roz, Richard, Shannon and Neil Holdstock and Keith Frayn. • And special thanks to Chris Smowton who not only helped erect the stalls, but spent the whole day litter-picking. • * Neil has started the ball rolling with writing down all the duties involved for staging the Festival • Thanks were extended to Courtside who stayed open longer than normal. • Brookes thanked the team for a very well-run event 	

	<ul style="list-style-type: none"> • There were 600 attendees for the afternoon film and 1000 for the evening and everyone was well-behaved. <p>Connected Communities</p> <p>The Chair presented a card and token to Viv who has passed the baton of lead to Jane Moore, and thanked her for her dedication and hard work.</p> <ul style="list-style-type: none"> • Jane advised that the Street Champion scheme is going well, with the sunflower scheme and the street parties. The sunflower scheme will be improved for next year as its profile needs to be raised. • The Directory is proving to be very effective and is well-used. The platform on which it is run is being upgraded. • The 12 month contract with the agreement for a paid worker has now expired. It is a self-employed contract and <u>discussions are being held on next steps</u>the post is being advertised. Money is available to pay for this and an application for CIL monies is being considered<u>made</u>. • Jane was thanked for taking over this valuable project. <p>Market:</p> <p>The market numbers are stable. A meeting will be arranged to discuss the extra funds that the Market now has to pay for the council (£200 per month) to suspend six parking bays. Stallholders fees may have to be increased to cover this.</p> <p>Greening</p> <p>RS is We are awaiting insurance funds to replace the planters in Windmill Road that were knocked down by a car.</p> <p>HA approached local businesses with the offer of a Helen & Douglas charity shop have been given a watering can so that they can look after the planter closest to them. <u>The response has been variable but some were enthusiastic e.g. Helen Douglas House charity shop</u></p> <p>There needs to be a maintenance plan in place to keep the planters looking fresh – this is not an HA project, but we do support it.</p> <p>Christmas lights update</p> <p>Research is ongoing to find a remedy to the removal of the lights in the trees.</p>	<p>RBe, RBr, NH/PC</p>
<p>6.</p>	<p>AOB</p> <p>Here is the Application for the Coop/Post Office redevelopment:</p> <p>APPLICATION NO: 25/00799/FUL REGISTERED: 16th May 2025 PROPOSAL:</p>	

	<p>Demolition of existing retail store (Use Class E). Erection of new building at 2 to 3 storeys (with basement) to provide Use Class E floorspace comprising use for research and development and offices. Service area, landscaping (including low walls to London Road and Stile Road), cycle parking, bin stores, and alterations to access off Stile Road (Amended Plans)</p> <p>LOCATION: 152 London Road Headington Oxford APPLICANT: Cantay Estates Ltd</p> <p>1000 signatures have been collected objecting to the application. Adverts have gone out seeking business premises that are willing to host a Post Office.</p> <p>The question is, how can HA support a business to take this forward?</p> <p>Another local application is for the Warneford Hospital which is receiving adverse comment because of the increased car parking space being sought and the resulting extra traffic in the area.</p> <p>This is problematic as we desperately need more mental health facilities here.</p>	PW
11.	<p>DONM 24 September Committee Meeting at 7pm venue tba</p>	
	<p>The meeting closed at 8.53pm</p>	

LG 31/7/25