



Registered Charity No. 1170517

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DRAFT Minutes of Committee Meeting
held on 29 January 2025 at 7.00pm in the JHB 201,
Oxford Brookes University

Present: 15

Heather Armitage (HAr)	Friends of Lye Valley (FoLV)
Elsa Bell	HONORARY SECRETARY, VICE CHAIR & TRUSTEE
Rosemary Belton (RBe)	Friends of Bury Knowle Park (FoBKP)
Richard Bradley (RBr)	Friends of Quarry (FoQ)- CHAIR & TRUSTEE
Patrick Coulter	Headington Neighbourhood Forum (HNF)
Liz Grosvenor	ADMINISTRATOR
Neil Holdstock (NH)	FINANCE OFFICER
Sheila Hurst	New Headington Residents' Association (NHRA)
John Marjot	Friends of Headington Hill Park
Fiona Mckenzie	TREASURER
Andrea Siret	Oxford Brookes University
Cllr Roz Smith	(County) Headington & Quarry (City) Quarry & Risinghurst
Cllr Chris Smowton	City (Headington)
Howard Stanbury	Friends of Old Headington
Lesley Williams	Headington Schools Partnership

Guest:

Pedro Abreu	Principal Air Quality Officer, Oxford City Council
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Apologies: 8

Cllr Liz Brighthouse	County (Churchill & Lye Valley)
Patrick Denby	Friends of Headington Hill Park (FoHHP)
Priscilla Goldby	Market coordinator
Tanya Kova	Website
Viv Miles	Project Lead on Connected Communities (CC)- TRUSTEE
Cllr Glynis Phillips	(County) Barton, Sandhills & Risinghurst TRUSTEE
Sonja Roffey	Mileway Gardens RA
Jim Woods	Shotover Preservation Society

1.	<p>Richard Bradley in the Chair Welcome and introductions.</p> <p>Apologies as above.</p>	Action
2.	<p>Presentation on Air pollution monitoring in Oxford given by Pedro Abreu</p> <p>Pedro talked about the Air Quality Action Plan 2021 to 2025 where gases NO2 and O3 and particulates are monitored in the city.</p> <p>There are 128 locations monitoring NO2, and 1 for O3, with 3 locations for PM10 and PM2.5.</p> <p>Details of locations and more information can be found in the attached slide show.</p>	
3.	<p>Minutes of last Committee Meeting 27 November and Executive Meeting 20 December - AGREED</p> <p>Matters arising:</p> <p>Weedkiller All Residents' Associations have now responded and the complete report is will be circulated once done.</p> <p>Landscaping at Clive Booth village We were concerned about the non-completion of landscaping since this has a major environmental impact. It is understood that there are plans to do the landscaping when funds are available. It is unclear whether the conditions of the planning agreement have been breached, but it is clear that each section of landscaping should follow the phased completion of building works. We will continue to monitor this. <i>See CS notes at end of Minutes</i></p> <p>Bury Knowle Park entrance We are pleased to note that the trip hazard metal strips have been removed from the gateway and the uneven surface has been improved.</p>	RBe
4.	<p>Finance - update</p> <p>Draft budget for 2025 FM talked us through the budget (attached), which was agreed subject to minor clarification. There is an overall loss of £2,800 over the year but this is well-covered by our reserves.</p> <p>Councillor funds owing Promised funds of £1,500 are still awaited but we understand that this is down to the delay in making payments by the councils. FM will continue to monitor.</p> <p>CIL process and call for projects The City has agreed to redesignate the Headington Neighbourhood Forum. The Forum will address some concerns expressed at the City's redesignation meeting about the process for CIL applications, especially transparency of the process. PC was not called to speak at the meeting, but on behalf of</p>	FM

	<p>HNF/HA he will follow up the meeting with a written response to concerns raised.</p> <p>We noted that, working with HNF:</p> <ol style="list-style-type: none"> 1. We must reinstate approaching members 3 times a year inviting applications – the next call has to be made by the beginning of February and this is in hand. 2. Some data on the website concerning 2024 applications is out of-date and this will be addressed. 3. The HA/HNF will produce a short annual report on what CIL monies were given out and how the money was used and this will go on the HNF website together with being presented to the HA committee. 	<p>PC</p> <p>NH</p> <p>NH</p> <p>NH</p>
<p>5.</p>	<p>HA Projects/activities updates</p> <p>Succession planning:</p> <p>A report will follow shortly</p> <p>Festival 2025- Saturday 31 May & Sunday 1 June:</p> <p>The Festival committee is taking shape under the chair of Cllr Roz Smith, but we still need someone to take charge of the entertainment. If you know of anyone please contact Roz. The overall plan is in place. FM agreed to act as Treasurer. They are meeting at the Courtside café and have support from the manager there. The childrens’ entertainment has been booked for the afternoon and flyers will be distributed to schools. RBr said he was reassured things are taking shape but that <u>someone to manage entertainment is needed very soon.</u></p> <p>Market:</p> <p>Net profits have reduced over the years. FM is doing an analysis but we suspect the cause is a slow decline over the years in number of stalls. There have been slightly fewer stalls recently and consequently finances are lower than for last year.</p> <p>Connected communities:</p> <p>VM sent us this update:</p> <p><i>Community Activities Directory : a new revised hard copy has just gone to print and will be dispersed in the next few weeks. Summer is also beginning to prepare the next impact assessment. She is also trying to meet or liaise with as many of the groups referred to in the directory as possible.</i></p> <p><i>Street Contacts. The list of streets with street contacts has been checked and revised and should be in a state to be put on the website in the next few days.</i></p> <p>Greening</p> <p>RBe reported that the wildlife corridor project with Brookes is ongoing.</p>	<p>GP</p> <p>ALL</p> <p>FM</p>
<p>6.</p>	<p>Other projects of interest to members (all)</p> <p>HNF</p> <p>PC reported that the desired crossing over the A40 to Barton Park continues to get attention. He is working with the Ramblers and others on</p>	

	<p>this.</p> <p>He also reports that with a lack of resources it is proving difficult to update the Neighbourhood Plan or refresh it. There are limited funds available in our budget (see above) but expert help may be required again and this is expensive.</p> <p>HAR also submitted this report from Steve Woolliams, the Official Recorder of hairstreak eggs and a member of FOLV:</p> <p><i>'I surveyed Lye Valley North Fen and Rock Edge for Brown Hairstreak eggs on 16th and 17th December. The LV North Fen yielded an amazing 51 eggs, edging closer to the record 58 from 4 years ago, all thanks to the FOLV volunteers managing the abundance of suckering Blackthorn. Of these, 42 were on the Blackthorn along the East slope, 8 on the Cherry Plum and its suckers, and 1 on a Prunus species next to Peat Moors. There were an additional 10 eggs in the Churchill Field, adjacent and to the West of the LV. I found 18 eggs on Rock Edge, all on the upper footpath above the rock face. 79 eggs in total, a good haul!'</i></p> <p>JM on behalf of Friends of HHP expressed their thanks for our contribution to the reinstatement of the gates in the park facing the church. He was asked if the old tree stumps were going to be removed – the dangerous ones will be tidied up but the wildlife activity in these stumps means that some of them will remain.</p>	
7.	<p>Planning update</p> <ul style="list-style-type: none"> • No 1 Quarry High Street , consisting of 6 x 1 bed flats is set to be demolished by order of the Planning Inspectorate.. It was built based on incorrect plans submitted and has therefore contravened regulations. The developers have been given a year to do this as tenants are in situ. This is a rare occurrence of demanding a demolition in this country. • The Crown & Thistle pub in Old Road has been closed for some years. We understand that OPT have shown an interest in taking it over. • The application for redevelopment of the building which incorporates the Sikh temple on London Road has been turned down, citing contravention of the Neighbourhood Plan (and other policies). <p>We continue to be concerned about the ambiguity around the potential lack of CIL monies available to us from Brookes in relation to the Clive Booth development. Their initial statement that they were not liable for CIL costs since they are a charity engaged in entirely educational pursuits (and not a commercial organization) was upheld. The City Council accepted this ruling. We now understand that they are planning to host a number of language schools this summer and that it is possible that this now constitutes a commercial activity. We will pursue this further.</p>	PC

8.	<p>AOB</p> <p>CS explained the processes currently underway regarding the government’s plans for devolving power.</p> <p>He thinks it likely that we will have a mayor (like Manchester) and that our area will likely encompass Oxfordshire and Berkshire, but it is also possible that it will also include Buckinghamshire and/or Swindon.</p> <p>It is also likely our present city and county councils will be replaced by unitary authorities which exercise the power of both tiers of local government. The government is asking for a population of 500,000 (compare Oxfordshire population of around 750,000), but some flexibility on this is likely, making anything from a single county unitary to two or three spanning Oxfordshire and possibly West Berkshire a possibility.</p> <p>A unitary authority might open up the possibility of community councils.</p> <p>CS subsequently sent us this note about Clive Booth village:</p> <p><i>I was asked at the meeting when and how Brookes might be obliged to execute their landscaping plans at Clive Booth.</i></p> <p><i>Answer: the permission specifies two phases, and landscaping obligations with a time limit upon completion of any phase. If either has been completed this will trigger obligations and officers can chase them to do so. But, what if they haven't completed a phase? Authorities have the ability to issue a completion notice which says that if works are not completed by a stated deadline their permission will fall. That would mean the part-built scheme would be subject to enforcement action. In practice that means the builder should either (a) complete the scheme, triggering their upon-completion obligations, or (b) apply for a fresh permission or variation for a smaller scheme, which can revise the landscaping appropriate to the smaller scope – and trigger upon-completion conditions since it's already complete.</i></p> <p><i>In actuality, I expect officers would set out that these are the options available in extremis and strike an informal agreement to do something sensible.</i></p> <p><i>I will take a look at the present state of Clive Booth to establish if a phase was completed and speak with officers about the options.</i></p>	
	AS has sent us posters for distribution – see attached.	
11.	<p>DONM</p> <p>26 March AGM and Committee Meeting at 7pm in Executive Suite at Oxford Brookes</p>	
	The meeting closed at 8.50pm	