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**DRAFT Minutes of the meeting held on 27 November 2019 at 7.00pm**  
**Room JHB 128, John Henry Brookes Building, London Road.**

**Present: 18**

<b>Heather Armitage</b>	Friends of Lye Valley
<b>Elsa Bell</b>	<b>HONORARY SECRETARY, <u>VICE CHAIR</u> &amp; TRUSTEE</b>
<b>Patrick Coulter</b>	Headington Neighbourhood Forum – <b>TRUSTEE</b>
<b>Rosemary Belton</b>	Friends of Bury Knowle Park
<b>Richard Bradley</b>	Friends of Quarry – <b><u>CHAIR</u> &amp; TRUSTEE</b>
<b>Bridget Durning</b>	Community Schools Alliance Trust – <b>TRUSTEE</b>
<b>Keith Frayn</b>	Ramblers
<b>Liz Grosvenor</b>	<b>ADMIN SUPPORT</b>
<b>Carolyn Gulliver</b>	London Court Residents' & Headington Singers
<b>Sheila Hurst</b>	New Headington Residents' Association
<b>John Nealon</b>	<b><u>TREASURER</u> &amp; TRUSTEE</b>
<b>Anne Partridge</b>	U3A
<b>Cllr Glynis Phillips</b>	Oxfordshire County (Barton Sandhills & Risinghurst)
<b>Andrea Siret</b>	Oxford Brookes University
<b>Cllr Roz Smith</b>	Oxfordshire County (Headington & Quarry) Oxford City (Quarry & Risinghurst)
<b>Howard Stanbury</b>	Friends of Old Headington
<b>Peter West</b>	St Anne's Road etc. Residents' Associations & Headington/Marston Community Forum
<b>Lesley Williams</b>	Headington Schools Partnership

**Apologies: 7**

David Colbeck	Friends of Headington Hill Park
Cllr Stef Garden	Oxford City (Headington)
Cllr Pat Kennedy	Oxford City Council (Lye Valley)
Cllr Altaf-Khan	Oxford City (Headington)
Carolyn Morningstar	Joint Chair Market Committee
Mary Pierre-Harvey	Oxford Brookes University – Director of Estates & Campus Services
Jason Smith	Joint Chair Market Committee

With thanks to Oxford Brookes for providing the venue	Action
<p><b>1. Apologies, welcome and introductions.</b></p> <p>Apologies as above.</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>2. Minutes of the last meeting</b> held on 25 September 2019 were confirmed.</p>	

<p><b>3. Matters Arising</b> not elsewhere on the Agenda  (including Executive Minutes of 4 November 2019)</p> <p><b>Pipeline update:</b> PW advised that the Trust have now agreed that the Energy Report by PW is ‘substantially’ correct (<b>Copy of letter attached</b>) and PW has been invited to assist the Trust by helping the Trust to reduce carbon emissions and energy consumption. PW advised that it would be difficult as the PFI contract as signed extremely limited the options available to the Trust.  He advised that he would now withdraw from the project and suggested that someone else could ‘take up the cudgel. He was critical of the support offered by City Councillors.</p> <p>HA had also written to Tim Sadler (Executive Director, Sustainable City) and the matter will be brought up at the next meeting of Headington Forward.</p> <p><b>Market:</b> as pointed out in the Executive Minutes the prices quoted for new barriers will be £673.20, not £55 as stated in the minutes of the last meeting.</p> <p><b>Connecting Oxford:</b> Our consultation response was enclosed with the papers for this meeting.</p> <p><b>Public Art in Headington:</b> attention was drawn to Stephanie Jenkins’ website item (<a href="http://www.headington.org.uk/art/">http://www.headington.org.uk/art/</a>) on public art in Headington and we understand that this will be featured in <i>Headington Occasional</i>.</p>	
<ul style="list-style-type: none"> <li>• <b>Update on HA activities</b></li> </ul> <p><b>Market:</b>  Cari and Jason provided the following notes:</p> <ul style="list-style-type: none"> <li>• The Market is vibrant and popular, and the arrival of the stall hoping to provide re-fillable washing liquids etc. is being delayed because of the conflict of interest with the Fairtrade shop. RB and EB have opened discussions with FT on ways to collaborate.</li> <li>• Charlie, the Market Manager leaves at the end of December and there will be a presentation to her at the Lights Switch-on on 30 November. The Committee thank her for all her hard work in making the Market such a success.</li> <li>• Interviews for her replacement will take place on 7 December, and an overlap before Charlie goes is being planned.</li> <li>• As there will be no Chairs of Committee available on 11 January, the various duties will be shared out amongst the stallholders for that day, and KF has kindly agreed to assist.</li> </ul> <p><b>Christmas lights</b>  The Saturday market is being extended to 5pm on the 30 November. Stalls near Barclays bank will be selling mulled wine and the HA stall will have the usual wine, fruit juices, mince pies and brownies courtesy of various businesses locally who will be acknowledged in the usual way on notices around the tree.  Singing will commence at 4pm and Cllr. Altaf Khan will switch on the lights. The Round Table will be bringing their Santa and sleigh, and the event will close at 5pm.  Cari will have a slot on Radio Oxford at 10.00am to advertise the Switch-on.  Thanks were expressed to Elsa for the organisation for this event.</p>	

<p><b>4. Planning and related matters</b></p> <p><b>Community Council:</b> the consultation assessment has now been delayed from November to February on account of the General Election. Whilst the delay is unfortunate we are pleased that the consultation review will not be rushed. Cllrs. Stef Garden and Chewe Munkonge will be on the panel determining the outcome.</p> <p><b>Local Plan:</b> There are limited grounds for making representation on plans such as Valencia Road, or Ruskin Fields. We have argued that if housing is approved, for what the Neighbourhood Plan designated as green spaces, then alternative green space should be supplied. In Headington there is not much choice. The Friends of Old Headington have submitted comments about Ruskin Fields but the Inspector has not allowed this, and Valencia Road has been taken off the agenda of next week’s hearing. We are very concerned about planning conditions not being satisfied (for example in the cases of Warren Crescent and a development in Quarry) as they are not being enforced. HA has agreed to write to the Chief Executive about these concerns and the Councillors will be copied in. RS pointed out that a Heritage Officer should be involved as damage has already been done to areas in the Conservation Areas. We understand that Stephanie Jenkins has obtained (under the Freedom of Information) a list of enforcement orders and this needs to be scrutinised to see what enforcement has actually been carried out. Another case in point is 4 Lime Walk which went to a planning hearing, but a demand for 15% social housing financial contribution was overturned as legislation does not count Oxford as a “special case” regarding affordable/social housing. There is also the case at 3 New High Street, and this is now setting a precedent for building in long back gardens without restrictions. <i>On Foot in Oxford</i> and Residents’ associations are seeking a safe crossing across the ring road to phase 3 of Barton Park to link up with the footpath/bridleway at Stoke Place.</p>	<p>Chair</p>
<p><b>5. Projects</b></p> <p><b>Loneliness Awareness</b></p> <p>The national week will be held in June next year. We have a project team of 7 to 8 people to participate in this and a new name is being sought. The name “Connected Communities” is being considered and the thinking is to have a week of activities starting with the Headington Festival from 31 May and leading in to the Big Lunch event on 7 June. This will be discussed at the next meeting in January. The Primary Care centres (Hedena Health and the Manor Surgery) are on board.</p> <p><b>The Greening Project</b></p> <ul style="list-style-type: none"> <li>• National Tree Week has just taken place and 130 saplings have been planted at Ruskin College.</li> <li>• We have been contacted by someone who would like to be involved with greening the edges of Cuckoo Lane</li> <li>• Adam Symons, at Brookes, has organised a group of students to map the small spaces and pockets of land that could be greened. They will look at the condition, the subsoil, biodiversity, and connectivity with other green spaces. Another project could look at how other cities address this aspect.</li> <li>• HA pointed out that our old established trees like oak, horse chestnut and ash are all subject to disease, and that lime trees are least likely to be so affected.</li> </ul> <p><b>Hear in Headington</b> - we are awaiting costings from the City Council of the project.</p> <p><b>Creating Public Art</b> – the Head of Art at Oxford Brookes has now gone. There has been a delay while we make contact with a new Head. A “sandpit” meeting (throwing ideas about) with students and staff at Brookes will take place in January. There is c.£60K of S106 money and c. £70/80K of CIL money available for such projects. Some of the S106 monies has been ring-fenced for the Hear in Headington project, but the remainder could be used for public art.</p>	

<p><b>A report from Friends of Headington Hill Park</b></p> <p>1) Screen to link the lime tree walk to the church - this is currently held up with Planning and Highways.          2) Restore historic link into Brookes - Meeting with Brookes arranged for AM Thursday 28th November - this could incorporate          3) provision of a second information board at the top of the park to include an extended tree trail that could include some of the special trees within Brookes.</p> <p><b>Invitation to apply for CIL funding – see attachments</b>          They are:</p> <ul style="list-style-type: none"> <li>a. A description of the process with guidance notes</li> <li>b. A project description form, which is in editable pdf format so that it can be filled in on screen and then printed out or saved to make an application.</li> </ul> <p>A website page can only be accessed directly as <a href="https://www.headingtonaction.org/cil.html">https://www.headingtonaction.org/cil.html</a> which has more details as well as both the pdf and a Word version of the form.</p> <p>KF reported that <b>The Junior Park Run</b> ( 2 km for 4 to 14 year olds) has been set up in Florence Park and starts on Sunday 8 December.</p>	
<p style="text-align: center;"><b>6. Finance</b></p> <p><b>Update</b> – Finances are in a good state. We have c. £7K in the current account and we have received funding from Headington Community association and from Councillors in Quarry &amp; Headington and Churchill wards to finance the Christmas tree amongst other items.</p> <p>Regarding next year’s budget, it is planned to set aside c. £3K for projects (at this time last year it was £2.5K) and as the Market is successful our funds will increase further with c.£2K being saved per year from now on with the purchase of barriers.</p> <p>A sum of money (possibly £1K) may be set aside for the Headington Neighbourhood Forum to fund the development of a Community Council. We should also like to pay someone to monitor planning applications that affect our HNP area.</p> <p>A detailed draft budget will be presented at the next meeting in January.</p> <p>The paper proposing that HA provides a grant of up to £65 for street party organisers was approved. The budget for next year will include this.</p>	<p><b>JN</b></p>
<p style="text-align: center;"><b>7. AOB</b></p> <p>KF advised that tennis lessons at BKP are being discontinued because of the state of the courts. The Friends of BKP have lobbied the council to maintain them but are not prepared to do this without the installation of floodlights which local residents’ have vetoed. Consideration is being given to obtaining lottery money to improve the courts.</p> <p>A design competition for Coffee cup recycling bins is <b>attached</b> to these Minutes, and is self-explanatory.</p>	
<p>The meeting closed at 8.40pm with pre-Christmas drinks and nibbles courtesy of PC.</p>	
<p><b>Date of next meeting for your diary:</b>  <b>29 January 2020</b>  <b>Future dates: all in JHB 128</b>  <b>25 March</b>  <b>27 May</b>  <b>29 July</b></p>	