



HEADINGTON COMMITTEE FOR DEVELOPMENT ACTION

www.headingtonaction.org

Minutes of the meeting held on 30 November 2016 at 7.00pm Room JHB 128, John Henry Brookes Building, London Road.

Present:

Elsa Bell	HONORARY SECRETARY
Rosemary Belton	Friends of Bury Knowle Park
Richard Bradley	Friends of Quarry – TREASURER & TRUSTEE
Patrick Coulter	Headington Road Runners – CHAIR & TRUSTEE
Adam Fields	Oxford Brookes University
Keith Frayn	Ramblers – VICE CHAIR & TRUSTEE
Liz Grosvenor	ADMIN SUPPORT
Carolyn Gulliver	London Court Residents'
Jill Haas	Low Carbon Headington
Maggie Maguire	Oxford Brookes University
Jeff McIlhinney	Webmaster
JC Niala	Local resident
Margaret Simpson	U3A Oxford
Andrea Siret	Oxford Brookes University
Howard Stanbury	Friends of Old Headington
Lesley Williams	Headington Schools Partnership

Apologies:

Tanya Field	Headington Community Association
Sheila Hurst	New Headington Residents' Association
Tony Joyce	Oxford Civic Society
Sonja Roffey	Mileway Gardens Residents' Association
Roz Smith	Oxfordshire County Councillor (Headington & Quarry)
Ruth Wilkinson	Oxford City Councillor (Headington)

Apologies, welcome and introductions.

Apologies as above.

We are grateful to Brookes University for giving us the use of a meeting room.

1. Election of HA Chair and Vice-Chair

Patrick Coulter was re-elected as Chair nominated by Margaret Simpson and seconded by Jill Haas. Keith Frayn was re-elected as Vice-Chair nominated by Jill Haas and seconded by Rosemary Belton.

It was agreed that Jeff McIlhinney, who looks after our website, be co-opted onto the Committee.

2. Minutes of the last meeting on 28 September were agreed and are on the website.

3. Matters Arising not elsewhere on the Agenda (including Executive Minutes of 26 October).

We will contact The Chronicle to promote ourselves. **PC**

4. Reports

Finance

A grant application has been received from **South Park Rovers** (a new junior football club), run by Luke Hanshaw, a Brookes student.

We understand that he has applied for DBS/FA/First Aid and we will check that these have been granted. We will ensure that these requirements are quoted in any similar application. **RB**

We will support them with a grant of £250, and have encouraged Brookes to exploit this for publicity mentioning our name.

Christmas 2016

More **blue lights** have been distributed to shops for display this year and they will be encouraged to put them up by **Friday 2 December at 5pm** when we are having the **Grand Lights Switch-on**.

The tree, and lights (sponsored by Andrews) and picket fence are in place and the Lord Mayor will be in attendance on Friday where there will be music and we hope some singing from parents and children, and *Finders Keepers* are providing mince pies and drinks. We also thank Headington Community Association for their sponsorship of this and next year's Festival.

Festival 2017 3 & 4 June 2017

Following on from Keith's very successful tenure as Chair of the Festival committee, Elsa has kindly agreed to take this on. We would like to employ someone as a Project Manager, and we have approached Neil Holdstock to extend his duties as site manager, to which he has agreed and we are discussing remuneration which we expect to be somewhere between £500 and £1,000 plus an incentive to raise the festival's income. We are still seeking volunteers to join the committee and are seeking sponsorship again. The current cost of hiring a stall ranges from small £10 to large £30, and food stalls are charged at £30 plus 10% of their turnover.

Headington Market

Keith has taken over the Market organisation and is pleased to report that the number of stalls has increased to 14/15 per week. Charlie Manning, who runs the eggs and cake stall is the new Market Manager and she is gradually addressing the issue of fragmentation so that the stalls are all together on the London Road. We would like to be able to use the loading bay outside Boots and are investigating this. The shops are very supportive of the market and *Sainsbury's* have said that they have noticed an increase in trade on Saturdays. We have had one adverse comment from a business in Windmill Road who says that their business has been adversely affected. The Market is our only source of income, is not as lucrative as we would wish, but we have every confidence in the new manager to expand the market. One expense that we have is the hiring of barriers, demanded by Health & Safety, but this costs us £80 - £90 per week. We would like to buy our own but we have nowhere to store them.

The County Council have officially banned us from advertising the market – as other organisations advertise we are attempting to have a dialogue with them to see why. It was suggested that we try our MP, and even *Sainsbury's* to see if they would host some advertising for us. Keith is running the market facebook page and this is proving to be very effective. There are 120 names on the database to which weekly emails are sent to advise as to which stalls will be attending this week.

We have sent a letter of appreciation to Charlie for her energetic work and we also acknowledge the work of a Syrian refugee who has been helping to set up the stalls from 7.30am for 1 hour – we will write to him too. **PC**

Neighbourhood Plan

The plan is now with the Planning examiner and is being scrutinised to ensure that it complies with the Local Plan. We expect a report very soon, and are on track to put it out to referendum in May 2017 to coincide with the local elections. As a follow-on we are working towards setting up a Parish/Community Council which will comprise 16 to 20 members, and will be entitled to funding from the council precept, and make it a functioning independent body. There have been initial discussions with the City Council who have been very helpful. We are the first plan in the city to get to this stage.

Constitution

Members will be pleased to know that since the meeting the Charity Commission has accepted HA's application to register. It is envisaged that the administrative details required to complete this process will have been dealt with by the time of our next meeting.

5. AOB

- It was pointed out that the new HA leaflet needs to be distributed to the Committee and this will be done in January.
- RB**
- Barclays are offering to do presentations to local communities and the older generation about doorstep and internet scams. They are also doing a "Tea and Teaching" event about internet banking. We were advised that OCVA also do courses on cyber-awareness, and loan sharks and these have been done at the 50+ Group.
 - Santander has launched a Discovery Project for organisations to apply for a grant up to £5,000.
 - Aviva Community Fund gives grants from £1,000 to £25,000.
 - We have been asked in the past to help fund the Ruskin Garden restoration – they now need to have a publicity drive to get more volunteers, and would like to advertise on the HA website. They also need to re-roof their shed. We await their application for a grant.
6. Richard Bradley then gave a talk on "Active Participation in Local Government"

The meeting was closed at 9.10pm and was followed by refreshments.

Next Meeting:

With thanks again to Brookes, the next meeting will be in **JHB 128 on Wednesday 25 January 2017.**

LG 1/12