



## HEADINGTON ACTION

[www.headingtonaction.org](http://www.headingtonaction.org)

### Minutes of the ANNUAL GENERAL MEETING held on Wednesday 28 March 2018

In JHB 128 Executive Suite, Oxford Brookes University, London Road at 7pm

#### Present:

|                         |  |
|-------------------------|--|
| <b>Elsa Bell</b>        | <b>HONORARY SECRETARY</b>                            |
| <b>Rosemary Belton</b>  | Friends of Bury Knowle Park                          |
| <b>Richard Bradley</b>  | Friends of Quarry – <b>TREASURER &amp; TRUSTEE</b>   |
| <b>Patrick Coulter</b>  | Headington Road Runners – <b>CHAIR &amp; TRUSTEE</b> |
| <b>Keith Frayn</b>      | Ramblers – <b>VICE CHAIR &amp; TRUSTEE</b>           |
| <b>Liz Grosvenor</b>    | <b>ADMIN SUPPORT</b>                                 |
| <b>Carolyn Gulliver</b> | London Court Residents'                              |
| <b>Jonathan Ives</b>    | Cyclox   |
| <b>Peter McCarter</b>   | Friends of Old Headington                            |
| <b>John Nealon</b>      | Headington Neighbourhood Forum                       |
| <b>Margaret Simpson</b> | U3A Oxford   |
| <b>Andrea Siret</b>     | Oxford Brookes University                            |
| <b>Peter West</b>       | St Anne's Area Residents' Association                |
| <b>Lesley Williams</b>  | Headington Schools Partnership                       |

#### Apologies:

|                             |   |
|-----------------------------|---|
| <b>Cllr Susan Brown</b>     | Leader Oxford City Council                          |
| <b>Mary Hope</b>            | Local Resident                                      |
| <b>Sheila Hurst</b>         | New Headington Residents' Association               |
| <b>Cllr Mark Lygo</b>       | Oxford City (Churchill)                             |
| <b>Maggie Maguire</b>       | Oxford Brookes University                           |
| <b>Judy Palmer</b>          | Local resident                                      |
| <b>Cllr Glynis Phillips</b> | Oxfordshire County (Barton Sandhills & Risinghurst) |
| <b>Roz Smith</b>            | Oxfordshire County Councillor (Headington & Quarry) |
| <b>Howard Stanbury</b>      | Friends of Old Headington                           |
| <b>Cllr Ruth Wilkinson</b>  | Oxford City (Headington)                            |

Patrick Coulter (Chair) welcomed everyone to the Annual General Meeting 2018 explaining that this was the new date as specified by the new Constitution.

#### 1. Minutes of the 2016 AGM

The minutes of the Headington Action Annual General Meeting held on 30 November 2016 were approved.

#### 2. Trustee Report (previously circulated and in Appendix below.)

Patrick Coulter summarised the annual report covering the Neighbourhood Plan, The Headington Festival, Headington Market, the Christmas lighting, and the promotion of HA in the Community, together with the awarding of Grants and the organisation of the hanging baskets.

The priorities were reiterated and these are in the Appendix.

He thanked the HA Executive, as Trustees, and the Councillors for their continued support and Andrea Siret and Brookes University for their continuing support in providing meeting rooms for us at no cost and for their support in many other ways.



HA draft accounts for  
2017.pdf

### 3. Treasurer's Report

The Treasurer explained the different format of the Accounts this year in the light of our transfer from the old constitution as HCDA and our new constitution as HA such that we needed to quote figures for 12 months, 8 months and 13 months.

The Festival shows a profit of £2,006 but this is 'inflated' by a grant of £2400 from The Big Lottery which was received last year but is for this year's festival. If that is stripped out the Festival shows a modest loss.

Market Income increased because of the extra stalls, making a profit of £6,172.

The cost of lighting trees came out at c.£2,000 per tree which included installation, but this is a one-off cost as the lights remain in the trees all year.

There is £13,324 in the bank, and we are "holding" £10,000 on behalf of Highfield Residents' Association, this being the development monies from the disruption of Vital Energy Heat pump.

The Chair thanked the Treasurer for his work on the accounts.

### 4. Questions on Reports by Chair and Treasurer

There were no further questions.

The Chairman's report and the Treasurer's draft accounts were approved, seconded and signed off.

### 5. Election of Officers for the coming year

The Chair commented that although the agenda item referred to officers it should have included election of trustees to the HA Board. Under the new constitution one third of the trustees must retire each year. He, therefore, gave notice of his resignation and indicated that he was willing to be elected again. His election was passed unopposed.

The meeting then went on to elect officers. All the officers, PC, KF, RB and EB were re-elected unopposed.

The Annual General Meeting was then closed at 7.20 before the March committee meeting which is minuted separately.

## APPENDIX

### HEADINGTON ACTION

#### ANNUAL REPORT FOR THE YEAR ENDING MARCH 2018

Headington Action's aims as set out in our constitution may be summarised as to:

- promote the area and create civic pride
- carry out community projects
- make environmental improvements
- advance education and reduce social deprivation
- provide facilities for recreation and leisure

We operate on the basis of our Forward Plan which covers all the activities of Headington Action (HA).

*This year our priorities in our Plan have been to:*

- ***Support the progression of the Neighbourhood Plan***

Following the referendum in May the Plan has now been made and we have been working with the Headington Neighbourhood Forum (HNF) to prepare a plan to implement all the community projects set out in the Neighbourhood Plan. We are in the process of planning for a successor body to implement the plan post the referendum.

- ***Provide an even better Summer Festival weekend***

The Festival was well attended and positive comments received from stall holders and members of the public. Employing a project manager proved effective in supporting the work of the many volunteers.

- ***Reorganise the Farmers Market***

The Market now runs on both sides of the London Road; a new Premises Licence for alcohol sales and entertainment is in place..

- ***Extend the Christmas Lighting in Central Headington***

Two natural trees were lit over 2500 led lights in each.

- ***Promote Headington Action within our community***

Restructured the website and ensured greater visibility of our name and logo on all activities

**In addition to our priorities we have carried out a range of activities including**

- Awarding grants to community groups though the take up has been limited.
- Organising the provision of hanging baskets in the shopping centre during the Summer

In summary 2017/8 has been a successful year for Headington Action. We are well organised, financially sound and, with some limited exceptions, have delivered our Plan for the year. However we must work to extend our capacity by recruiting new active members willing to take responsibility for the implementation of new projects.

**For the coming year our priorities are to:**

- *Plan and implement a range of community projects*
- *Assist the development of a successor body to the HNF*
- *Recruit new active members to support our work in the community*
- *Raise the profile of HA in our community*
- *Continue to improve the Headington Market*
- *Provide an even better Summer Festival*
- *Improve the take up of community grants*
- *Extend the Christmas lighting scheme*

As Trustees of Headington Action, during the past year we have had first class support from the Committee. We are very well served by our excellent local City and County councillors. Brookes University has been a keen supporter of HA and provided quality rooms and facilities for our meetings. Our thanks to you all.

*HA Trustees March 2018*