



Registered Charity No. 1170517

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**DRAFT Minutes of Committee Meeting held on 27 March 2024
at 7.15pm in Executive Suite at Oxford Brookes University**

Present: 15

Heather Armitage (HAr)	Friends of Lye Valley (FoLV)
Rosemary Belton (RBe)	Friends of Bury Knowle Park (FoBKP)
Richard Bradley (RBr)	Friends of Quarry (FoQ)- CHAIR & TRUSTEE
Patrick Coulter	Headington Neighbourhood Forum
Priscilla Goldby	Market coordinator
Neil Holdstock	FINANCE OFFICER
Sheila Hurst	New Headington RA
Fiona Mckenzie	TREASURER
Viv Miles	Project Lead on Connected Communities - TRUSTEE
Cllr Glynis Phillips	Oxfordshire County Council
Andrea Siret	Oxford Brookes University
Cllr Chris Smowton	Oxford City (Headington)
Howard Stanbury	Friends of Old Headington (FoOH)
Peter West	Oxford Business Action Group
Lesley Williams	Headington Schools Partnership

Apologies: 8

Marion Ackrill	Friends of Headington Hill Park (FoHHP)
Elsa Bell	HONORARY SECRETARY, VICE CHAIR & TRUSTEE
Cllr Susan Brown	Oxford City (Churchill)
Liz Grosvenor	ADMINISTRATOR
Sonja Roffey	Mileway gardens Residents' Association
Cllr Roz Smith	Oxfordshire County (Headington & Quarry)
Hilary Seal	St Anne's Road, Gathorne Road, Rock Edge, Margaret Road
Jim Woods	Shotover Preservation Society

Welcome/apologies	Action
<p>1. Attendance and Apologies as above. RBr explained that he had taken over as chair for the next year. He also explained that Trustees can be proposed at an AGM with 14 days' notice in advance or can be co-opted by the existing trustees and will then be voted on at the next AGM. GP is about to be appointed by the current trustees. The duties and formal responsibilities of the trustees are set out in the Constitution.</p>	<p>RBr, EB, VM</p>

2. Minutes of previous Committee meeting held on 31 January 2024 and Executive Meeting 4 March

2.1 Accuracy

Proposal that the following amendment should be inserted in section 2

PW drew attention to the fact that, in his experience, businesses are unlikely to engage with projects unless there is evidence of available funding. He agreed that they had not responded to invitations to contribute to the previous consultation and he saw that as evidence that they will not give time to discussions unless there are specific, funded projects on the table. He commented also that there was a natural suspicion of how far consultations were a real opportunity to influence rather than to have decisions imposed upon them that had already been taken. He raised, also, a number of points in relation to the accuracy, feasibility, and status of the report and was advised that this level of detail would be more appropriately dealt with at other meetings or at subsequent stages of the process

All accepted, carried unanimously.

2.2 Matters arising

2.2.1 The Fair Trade shop: HA is a shareholder. Unfortunately nobody was free to attend the recent meeting on behalf of HA. Two resolutions had been received.

The first resolution was to close the shop by the end of January 2025. We understand that this was passed at the meeting.

The second resolution was to dissolve the organisation that runs the shop. This needs a vote of all shareholders so will formally follow in the next few months. Financial details were not circulated before the meeting and it is hoped that there will be more information later.

2.2.2 In the interests of transparency it was reported that Altaf had asked a group of people if they had priorities as to how his ward money should be spent.

Several people met Altaf, the items discussed were the entrance to Bury Knowle Park removal of iron work and puddles; Treatz were interested in having flowers outside their cafe; potholes; traffic monitoring equipment requested by FoOH. Also longer traffic lights at the crossroads in Headington to allow people to walk diagonally across, though this has been rejected by traffic planners before.

3. HA plan and budget 2024 25

RBr presented a plan for 2024/5.

There needs to be succession planning for HA. RBr will resign in 2025; EB is not going to chair again; VM would like to step back and have others help her with the community. Changes might be needed to make the organisation more effective. A working group will be set up with GP leading it. Anyone prepared to join this group should talk to RBr or GP.

There is great benefit to having HA as an umbrella organisation.

ALL

<p>The first two project priorities are the market since this is the main source of income and the community activity directory which needs ongoing support.</p> <p>Patrick commented that the Christmas lights event had been very much appreciated and a lot of work was done to make that happen.</p> <p>It is hoped that the festival will only have a one year gap.</p> <p>Fiona feels that the budget she has proposed is a cautious one with less than 1K loss, If there is urgent need there could be more spent but fundraising would be need for any substantial sum of money.</p> <p>A Headington Local Council would change the finances.</p>	
<p>4. Projects/activities update</p> <p>4.1 Festival Instead of the festival there will be a Round Table run event. This would be most likely to be a variety of food offerings and an evening/afternoon event. HA can offer some financial support if need but noted there were not many people who were available to help. NH felt that the Round Table should be okay for both finance and volunteers. The event would be primarily the showing of two films, 4 PM suitable for children and 7 PM for an older audience. The event would be limited to just Saturday. The final decisions should be made in the next 2 weeks.</p> <p>4.2 Connected Communities Street Contacts: VM reported that the sunflower projected had positive responses, but had maybe not reached as many people as had been hoped.</p> <p>Christmas lights had been given out to people who had requested them and they had been asked if they wanted to become street contacts. More street contacts are still sought.</p> <p>Directory: the second paper edition is currently being printed. It has about a 100 more activities than the first version. Emma who has been working on this project is due to have a second baby and therefore we will need a replacement to carry on with it. VM feels it's very important for this person to have webpage skills. An advert will go out soon. Social prescribers are very supportive, as are the managers of the surgeries. CS commented that he has access to edit the directory if need be. VM is checking if the lottery money received for this project can be rolled over but we may lose the remaining.</p> <p>VM feels she needs to step back from the connected communities role and would welcome somebody to work alongside her.</p> <p>4.3 Other HA projects Exec minutes give the status of all projects at early March</p>	<p>VM</p>

<p>5. Other projects of interest</p> <p>HAr noted that Lye valley had difficulty with storing their tools and they would like a local container. They would be allowed to have it in Bullingdon field but it needs a concrete base as well as the store. Likely total cost around 5K.</p> <p>Primroses have been planted and graffiti needs taking away.</p>	
<p>6. Grant applications</p> <p>CIL application for flower baskets CIL application has been made for the flower baskets in Headington, the city council will be asked to approve this. There is currently about 70K in the CIL pot. There are concerns about whether it is good to use CIL money year on year for this purpose. HAr commented that we should ask that the mix of plants should be ones that are good for pollinators. This had been done.</p> <p>Carried Unanimously</p> <p>Community support grant application for MyVision The community grant application was discussed. MyVision currently meet in a cafe but would ideally like a larger venue e.g. the Baptist church so that they can support more people, but need funding to pay for this. PW declared an interest in that he is very involved with OxTalk (talking newspaper) and there is a lot of overlap between the 2 organisations.</p> <p>Proposed to give a grant of 500 pounds. 0 against 1 abstention 14 in favour.</p> <p>Community support grant application from Quarry Rovers FC: to be noted not yet received.</p>	
<p>7. AOB</p> <p>7.1 VOI parking</p> <p>Some of the docking stations for the VOI scooters have fencing around them. They clutter the pavement and add nothing in either practical terms or Visual awareness. They look very ugly and would restrict the area that could be used for other events. GP was surprised that neither she nor CS had seen had any information about these beforehand. Planning permission for them is not required. It was agreed that HA should write to the county council chief exec expressing concern.</p> <p>PC drew attention to the VOI parking in Highfield. A new parking area in Osler road near Manor surgery was ugly and took up space. Visually intrusive.</p> <p>NH commented that during the fireworks in South Park they had allowed scooters inside for that specific event only.</p> <p>There was also discussion about why they were not allowed on-site for the various hospital and University sites It was felt that this had possibly been decided by those organisations on health and safety grounds but it was not known for certain and not something that we could change.</p>	<p>RBr</p>

<p>7.2 Notice boards: CS reported the notice board in Sandfield Road near the road into the JR had half disintegrated. The residents association there is defunct. A second notice board at the junction of Headley way and London road had had some limited use recently. It was not felt that HA could take on running the notice boards: that would need to be done by local people but we could be supportive.</p> <p>7.3 AS asked HA to note that on the 18th of April there would be a “What gets my vote” event to test and get views on software which was aiming to help voters workout who matches their votes and views best at a General Election. They hope to get feedback before the general election is announced.</p> <p>7.4 HAR raised difficulties in the current changeover period between Fusion Leisure running the swimming pools to the new Serco based organisation. There had been very poor continuity, no prices were available and bookings were back to a paper system. CS commented that he could confirm that there was a detailed contract between the City and the new provider and suggested that any comments should be sent to Chewe M as the lead councillor. CS can also pass on some non confidential information about the contract to anyone who needs that.</p> <p>7.5 Patrick noted that Courtside was advertising for a manager and deputy manager and other staff for the cafe in the new refurbished pavilion in BK.</p>	<p>CS</p> <p>All</p>
<p>Date of Next Meeting: 7pm 29th May 2024 Please note meeting will be in JHB 401</p>	<p>All</p>