

Headington Committee for Development Action (HCDA)

Minutes for meeting on 30th July 2003, 19h00, Headington Hill Hall

Present

Caroline Brown
Bob Clarke
Angela Cristofoli
Jill Cummings
Jason Hedley
Mary Hope
Stephanie Jenkins
Tony Joyce
Kat Luddecke
John Russell
Arthur Treherne

Apologies from

Andrew Brown
James Gagg
Janet Isaac
David Rundle
Marie Vickers

1. Minutes of the previous meeting. Accuracy.

Minutes of last meeting (25th June 2003) – Minutes for the meeting agreed

2. Notification of any other business

- Update on Co-op – Kat/John
- Manor Hospital – Tony/Angela

3. Bury Knowle Park

Caroline Brown, Parks Development Officer and Jason Hedley, Area Parks Manager from Leisure and Parks Business Unit attended the meeting to discuss Bury Knowle Park. Caroline's role includes consultation, which includes customer satisfaction surveys on events and on general satisfaction with parks. The customer satisfaction survey from 2002 had been circulated to HCDA members and Caroline went through the data on Bury Knowle Park. Caroline also gave an overview of how Parks had developed more informed consultation through setting up user groups. The model had been applied to Hinksey Park where representatives from the user groups had been invited to contribute to developing a management plan. This has been produced in draft format and will now be more widely consulted on with local residents. This model also follows the principles of the Green Flag Award scheme that sets standards for Parks and reviews annually whether the standards have been met. Once the management plan is accepted as a good tool to use across the Parks service, then it could be rolled out to include Bury Knowle Park. This is a possibility for next years work programme for Parks.

Caroline and Jason also discussed current issues that the group raised. One of the main issues is that many users of the park have noticed a marked decline in the general appearance of the Park since the Park keeper retired. The level of input from Parks will be looked at and it is hoped that there will be more resource put into it – Jason offered to discuss further with the relevant Manager for the Park. A number of other issues were raised and it was agreed that they would be more appropriately discussed as part of a management plan as there are often a number of different views to take into account. However Jason gave details of contacts for day to day issues related to the Park – Keith Parrott 07799 470105 or Dave Reeve who is one of the Area Parks Managers on 467267. He also assured the group that there would be some tree maintenance work happening at the end of this year around the play area and path. The tree in the middle of the Park which has lost all its branches could be carved into a work of art by a local artist but we would need to check that this is OK with Planning Dept.

Bury Knowle Park is considered as one of the principal parks in Oxford and it is hoped that a management plan can be developed next year. Mary thanked Caroline and Jason for their excellent presentation and felt that the group had a much clearer understanding of the role of the Parks Dept.

4. Matters arising from minutes

- a) Co-op redevelopment is underway and will be closing for the refit from 13th August and will open again later this year. This will be a flagship store and the front will have some attractive landscaping.
- b) Calendar – Stephanie reported that the rules for the competition had been drawn up and publicised on the website but there have been no entries so far. It was decided to leave the competition details on the website but take no further action to develop the calendar. If a number of entries were received, then the group would review how to take this forward.
- c) Festival – Mary reported that the working group had not met yet but would definitely meet before the next HCDA meeting. The date for the Cowley Carnival would not be confirmed until much later in the year but was thought to probably be the same weekend as this year, so it was agreed to keep to the first weekend in June for the Headington Festival. Mary had received a complimentary letter from the Headington Business Association regarding the Festival, which was circulated to the group. There was some discussion around ordering bunting for next years festival, however it was agreed that this would be more appropriate for the working group to take forward.

5. Christmas Event

Jill reported that the Christmas lights would be put up by 7th December and she was pursuing further funding to buy more lights. It was acknowledged that HCDA committed an appreciable amount of the finance given to them through the City Council last year for the Christmas event and so other sources of funding would be pursued to increase the number of lights, e.g. local companies, Councils etc. The Headington Singers had been booked to sing carols around the Christmas tree. Angela to pursue whether Oxford City Council would fund a Christmas tree. Jill had also applied for road closure of Old High Street in case it was required e.g. for a funfair.

6. Charity Commission Update

Mary reported that the Charity Commission had now accepted the revised name for HCDA and we had fulfilled all the other conditions. The Group is now officially 'Headington Committee for Development Action'. The Charity Commission required a revised constitution and copy of the minutes of the meeting where the constitution had been agreed. Mary and Angela formally signed the constitution that will be circulated to all Members with the minutes of the meeting.

It was also discussed that we now need to ensure that all groups represented are consulting with their members on the activities that HCDA should be engaged in. It was agreed that this could be a discussion item for a meeting in the autumn and we also need to look at the previous research carried out on Headington through the Brookes students projects.

7. Oxford Brookes Charities and Communities – Volunteering

Andrew had forwarded some further information from Oxford Brookes on promoting volunteering. They are requesting details of volunteering opportunities for students to get involved in that will be advertised on their website: www.oxfordgetinvolved.org

It was agreed that we could forward some ideas, but also invite the Vice President for Charities and Communities at Oxford Brookes to a future meeting (possibly October) to discuss ideas. Potential ideas are: help with the Christmas Event on 7th December; help in Bury Knowle Park; help with Headington Festival; developing artwork to put on back of noticeboards. Angela to send ideas in and invite Vice President to October meeting.

8. Treasurers report

Arthur reported that the current financial balance is £11,602.43p and it had earned £7.64p interest. Arthur to pursue finding accountant for HCDA.

9. AOB

- a) **Update on Co-op** – covered under item 4a
- b) **Manor Hospital** – had contacted Angela regarding a representative of HCDA being involved in developing the public work of art as part of the Section 106 agreement. There was some discussion over the siting of any work of art and when it is due to be ready. Angela to liaise with planners on conditions. Mary agreed to be initial contact for Manor Hospital, as Chair of HCDA and ensure that all members are kept informed of progress.

10. Date and time of next meeting

Wednesday 24th September 2003 at 7.00pm, venue to be confirmed