

# Headington Committee for Development Action (HCDA)

Minutes for meeting on 29<sup>th</sup> October 2003, 19h00, Headington Hill Hall

## Present

Bob Clarke  
Angela Cristofoli  
Jill Cummings  
Mary Hope  
Janet Isaac  
Stephanie Jenkins  
John Russell  
David Rundle  
Arthur Treherne  
Jean White

## Apologies from

Andrew Brown  
Tony Joyce  
Kat Luddecke

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### 1. Minutes of the previous meeting. Accuracy.

Minutes of the last meeting (24.09.03) agreed.

### 2. New members – Jean White was welcomed as the representative of the newly formed Central North Headington Residents Group.

### 3. Notification of any other business

- Injury minimisation programme for schools – Jill
- Headington Quarry Post Office - Angela
- Headington Oxford Brookes project – Mary
- Marquees - Bob

### 4. Matters arising

**3. Item 6: Charities Commission update** – Mary had received a letter about being a trustee from the Charities Commission

**Item 9: Co-op** – John reported that the work on the Co-op was on schedule

### 5. Headington festival

The notes of the first meeting of the working group were circulated. Mary reported back that unfortunately Richard was not able to commit to helping to organise the festival in 2004 for personal reasons. The group asked Mary to pass their best wishes onto him. There was some discussion about how to take things forward and it was agreed that the working group would arrange for one of them to talk to the venues to book provisional dates. Mary agreed to liaise with Richard as to whether he knew of any other promoter who might be able to help.

Other items raised:

- Public entertainment licence – Mary to contact Anna Dolan
- Friends of Old Headington open gardens day will be on Sun 6<sup>th</sup> June to coincide with festival
- Oxford in Bloom – launch at festival and also provide details of gardens entered in Oxford In Bloom scheme in Headington
- It was also agreed that as the festival is so close to elections next year, it will be non-political

The next working group meeting will be on 19<sup>th</sup> November.

Henrietta Gill, Co-ordinator for Cowley Carnival hopes to attend the next HCDA meeting.

## 6. Community Event

Jill updated the group on the event planned for Sunday 7<sup>th</sup> December. HBA had been successful in obtaining a City Council grant of £500 for publicity/PR materials for the event. They had also been successful in securing a capital grant from the City Council for £5000 for the Christmas lights.

The programme on the Sunday will include:

11.00	Sparkle stage set Royal Green Jackets Band
1.00 (approx. start)	Churches United Session musicians Street entertainer Barrel organ
Dusk	Switch on of lights by Lord Mayor

Additional sponsorship for lights was coming in. The Christmas trees would go up outside Barclays and the Co-op. St Andrew's School would also be having a craft fair on the same day. City Works (City Council) may also launch a scheme about keeping areas tidy.

Any volunteers who could help on the day – please contact Jill.

## 7. Community Networking Event

Mary and Bob attended this event and found it very useful. They had gathered a lot of information about other organisations and some new ideas that could be of benefit. The Oxford playbus could be an addition that we could invite to the festival.

Grants application packs were made available. Mary, Arthur and Angela had set up a further meeting with the Grants Officer to further discuss funding opportunities.

The idea of having a newsletter was one idea that Mary had brought back from the networking event. She asked for views of those present. Issues related to whether it would be a simple A4 sheet or a full colour leaflet (such as Barton newsletter); who would produce it; how often would it be produced were discussed. David suggested that it may be better to ask residents associations who have newsletters if they would print a short article about HCDA first. This would enable HCDA to promote itself and also see if there was any support in developing a newsletter covering a wider area. Arthur agreed to talk to Tony to take this forward through the co-ordinating group of Headington residents associations.

It was agreed that newsletters would be an agenda item for next month.

## 8. Oxford In Bloom

Bob reported that Oxford In Bloom had agreed to have their launch at Bury Knowle Park to link into the festival. The judges had also reported back that the street furniture along the London Road needed refreshing. The possibilities of repainting or replacing the seats/bins etc was discussed. It was agreed to talk about this further with Malcolm Hart next month.

## 9. Treasurers report

Arthur reported that the HCDA balance is £11,500. £8,000 had been transferred to a higher interest account as agreed at the last meeting.

## 10. AOB

- Jill brought to the attention of the group, the IMPS (Injury Minimisation Programme for Schools) project that had been highlighted in the Oxford Mail. She asked the group to consider whether it would be beneficial for HCDA to help with the sponsorship of this new scheme in order to promote HCDA and help a good cause.

John thought that the Co-op Community Fund might be interested in this scheme. Jill will get further information to bring back to the group.

- Angela circulated a letter regarding the potential closure of Headington Quarry Post Office
- Bob raised the issue of whether the City Council had a marquee that could be hired out for events/festivals etc. Mary offered to follow up with Anna Dolan.
- Mary brought to the attention of the group again, the Brookes project on Headington and how can it attract more visitors etc. It was agreed that the main points from this and the other reports need to be looked at to see how we can take some of the ideas forward. Angela to get some copies printed for the next meeting.

#### **11. Date of next meeting**

Wednesday 26<sup>th</sup> November 2003 at 7.00pm, Headington Hill Hall

The agenda will include:

- Malcolm Hart, City Works who will talk about establishing a NEAT (Neighbourhood Environmental Action Team) scheme within this area
- Henrietta Gill – Cowley Carnival organiser
- Newsletter
- Brookes reports on Headington