

Headington Committee for Development Action (HCDA)

Minutes for meeting on 28th February 2007, 19h00, Oxford Brookes, Gipsy Lane

Present

Ann Blackman
James Bloice-Smith
Angela Cristofoli
Jill Cummings
Marion Fiddes
Sue Holden
Mary Hope
Tony Joyce
David Rundle
Charles Young

Apologies from

Rebecca Harty
Janet Isaac
Stephanie Jenkins
Audrey Mullender
Marie Vickers
Stella Welford

Also attending: Brian Levison, Jill Haas and
Craig Rossington

1. Minutes of last meeting held on 31.01.07

Minutes approved and signed by James.

2. Farmers' Markets

Charles fed back on his background work on Farmers' Markets and introduced Brian Levison and Jill Haas to talk about the Farmers' Market that had been set up in East Oxford. The first consideration is about whether to have a market inside or outside. There are advantages and disadvantages: inside – you can provide electricity for tills, cover when weather is bad; outside – the facility is more visible. However whatever the site, you need good publicity. Frequency is also a question to consider as at weekends a lot of stallholders are committed to other markets, a monthly event during the week seems the most workable option.

Brian described the process behind setting up the East Oxford Farmers' Market. The first step was to have a public meeting with the local community and from this, a community steering group was set up. A business plan was developed and presented to East Area Parliament who agreed to support financially to set it up by providing £2,000. The plan covered frequency, location, operating times and location. The chosen site was at the Asian Cultural Centre as it is near the main shops and within walking distance of the main centre. The organisation trades with unlimited liability and is self-financing. A market policy was developed to set out the ground rules for the market and includes what goods they are prepared to have for sale and from what area they come. The Farmers' Market is organised through a market administrator, which is a paid post so needed to be budgeted for. This role includes organising what stalls will be at the market and layout. They also look for other stalls to fill the gaps so that as wide a range of products as possible is included. The administrator also sets out a rota of volunteers to set out the tables etc., this needs about 2-3 people for each market. The administrator works around 2 days a week plus the market day itself that is open from 12-3.

The stalls that the market currently has include both food and non-food stalls. Food stalls include: vegetables, chicken, eggs, meat, cakes, pasta and preserves. Non-food stalls include: fair-trade, cards, herbs, flowers and clothes. Not all stalls come every week. There was a gap as there was no bread stall. This issue was addressed by finding a baker to deliver the bread and then volunteers run the stall. The volunteers have to be hygiene trained. This stall now makes a profit. There is also a market stall run by the committee that provides leaflets and information from local organisations as well as their own newsletter. They also run a café for the community.

Financially they charge between £7.50 and £17 for tables depending on the size. They have to hire the hall and the kitchen facility. The rentals and bread sales generally cover the hire of the hall and market administrator and other expenses.

James thanked Brian and Jill for providing such a useful insight into the set up of a local Farmers' Market. Charles offered to follow up on some of the ideas already put forward locally and pull these together for how a market could be run in Headington and feedback to the next meeting.

3. **London Road study**

James welcomed Craig Rossington, Highways Officer, Oxfordshire County Council to the meeting. Craig provided some background on the London Road corridor scheme and circulated a paper (attached). Since the last consultation, they had been looking further at utilities locations and also any issues that could be fairly easily addressed in the short-term. He described the next ideas for consultation, which includes the setting up of a stakeholders group to include key organisations and local people who represent key users of the corridor. The stakeholders group will help ensure that the interests of local residents, organisations and businesses are properly considered in the design of improvements to London Road. Craig envisaged that the stakeholders group may meet 2 or 3 times and then there would be fuller consultation with the wider community. HCDA were asked to nominate a few representatives to be on the steering group. There followed some discussion on the role of HAMATS and whether it was still in existence. Craig responded that there was still a HAMATS group of key stakeholders, however many of the original plans within the strategy had been developed into transport schemes that are now in the Local Transport Plan. David reiterated the view of North-East Area Committee that the steering group meetings should be open to the public. Craig responded that he would take this view into account when establishing the meetings. It was also felt that the knock on effects of any changes to the London Road on traffic in surrounding areas needed to be taken into account and it was suggested that the co-ordinating group of Residents' Associations could be involved in a special meeting to cover the wider aspects. Tony to discuss further with the Residents' Associations group.

It was agreed that HCDA would aim to provide 1 or 2 members as well as trying to get representatives from the business community, schools and also a parent of young children. Names would be forwarded to Craig asap.

4. **Matters arising from the Minutes**

a. County Council representation – Stella awaiting response from County Council.

b. Storybook Tree – Mary had heard from the proposed donor about the bench. He is still keen to pursue this idea. Mary to continue to liaise with Parks on this. Also to put up notice on noticeboards and possibly in Oxford Mail to see if any other people would like to sponsor a bench in memory of someone. Mary also to update notice on the tree about sponsors.

c. OX3 Guide – James to update next month

d. Warneford Meadow – No further news on when application would be heard by SDCC at City Council. Tony reported that the Residents' Associations had had a meeting with the City Council planners, Oxford Brookes and the Hospital Trust to discuss things in greater depth, which had been useful.

e. Brookes redevelopment – the focus group discussions were felt to have been useful by those members who had attended.

f. Car free day – Tony confirmed that this would be Saturday 22nd September 2007. Angela reported that this is an agenda item for the next North-East Area Committee and an update could be provided to the next HCDA meeting.

g. Headington Festival – Mary reported that all was progressing well.

5. **Treasurer's Report**

Charles reported no change since the last meeting

6. **Headington development:**

David and Tony updated the meeting. David had met with Paul James, Partnerships Manager at Oxfordshire County Council who has experience of developing parish plans and this could be helpful in developing ideas for Headington. Paul to be invited to a future meeting of HCDA.

7. **AOB**

- James reported back that the Charity Commission had accepted the revised constitution. The new version would be made available to all HCDA members.
- James gave details of a theatre performance on 17th March 9, 2007
- Angela welcomed Sue Holden from Barton Community Association and suggested that a future agenda item could be an update from Sue on the activities and projects in Barton. Those present welcomed this idea and Sue agreed to update at a future meeting. Barton has their own event, 'the Barton Bash' on June 16th where all are welcome.

Date of next meeting: Wednesday 28th March 2007 at 7.00, Oxford Brookes, Gipsy Lane