

Headington Committee for Development Action

Notes of the meeting held on 24 September 2008 at 7pm
in the Boardroom, Oxford Brookes University, Gypsy Lane

Members Present:

Heather Armitage (Headington & District Allotment Association)
Sue Baker (Headington Schools Partnership)
James Bloice Smith (Churches representative for Headington) - HCDA Chair
Hilary Bradley (Headington Singers)
Angela Cristofoli (Oxford City Council)
Marion Fiddes (Oxford Radcliffe Hospitals Trust) - Secretary
Jill Haas (Low Carbon Headington)
Mary Hope (New Headington Residents' Association) - Vice-Chair
Janet Isaac (U3A)
Stephanie Jenkins (website)
Tony Joyce (Oxford Civic Society)
David Rundle (Oxford City Council Member)
Marie Vickers (Friends of Quarry)
Stella Welford (Friends of Old Headington)

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| 1. | Apologies were received from Will Clark, Simon Hunt, Patrick Coulter, Audrey Mullender and Charles Young. Hilary Bradley was welcomed in place of Will Clark (Headington Singers). | |
| 2. | Items for AOB - see item 16 | |
| 3. | Minutes of the meeting held on 30 July 2008 were agreed with the correction of the name "Friends of Bury Knowle Park Group" and some typos. | MF |
| 4. | Matters arising from minutes not on the agenda It was noted that Café Bonjour had changed its seating arrangements thanks to SJ raising planning issues. | |
| 5. | HMOs (Houses in Multiple Occupation) - report from Gail Siddall from the City Council's Environmental Health Department An HMO is defined under the Housing Act 2004 as a dwelling shared by three or more unrelated persons who share a WC/bath-shower and/or kitchen. According to the Private Sector House Condition Survey (2004/5) there are 5,000 over the City, probably some in every street. The law changed in 2006 to include the mandatory licensing of HMOs of three or more storeys, which are occupied by 5, or more unrelated people -600-800 premises. Therefore, in the first instance, the priority for inspection would be those over 2 storeys. Complaints would still be dealt with for others, but there was no current, proactive programme for inspection of two or less storeys. Flats are outside the arrangements as long as they are converted properly. | |

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| | <p>The Department can also tackle complaints/inspections to do with rubbish (including any rubbish in gardens). The aim was to provide education, plus action where necessary. Also within HMOs, safety, cleaning of common parts, internal issues and noise and the Department gives advice to landlords even if not legally required to inspect.</p> <p>There is a Council submission to extend licensing to smaller properties but currently the Government would like more detail before approving. Please call or email if people have concerns - 01865 252563 (Gail Siddall) or hmos@oxford.gov.uk. Information was always useful - the public being the eyes and ears for information on suspected HMOs.</p> <p>In answer to questions Gail said:</p> <ul style="list-style-type: none"> • Re cars, there was no legislation to limit the number of cars owned by HMO occupiers only via parking controls. • Re council tax, if a student, Council tax was not payable by the student (a student certificate is required for exemption). If professionals, then payment direct unless the contract says it is to be paid by landlord. If part professionals and students, then all Council Tax is payable including for students. • Re agents/landlord - "who is the manager?" - for the courts to decide in some cases • If a breach - fines of up to £20k can be levied. • Target hardening - the Department was working with police re security - particularly an issue when students change. • College briefing - GS meets with bursars. OU Bursars brief 2nd years as they go out of college and Brookes Students' Union also briefs their students • PCT involvement re public health issues? - GS had some links but would like to expand this area <p>Gail was sincerely thanked for her very interesting talk and answers to questions.</p> <p>Note: see also http://www.communities.gov.uk/housing/rentingandletting/privaterenting/housesmultiple/</p> | |
| 6. | <p>Headington Festival 2008 report by Caroline Duffy</p> <p>Caroline was congratulated on winning a silver medal at the Hampton Court Flower Show.</p> <p>Caroline reported that the Headington Festival had had a sunny day and was a good success. Activities and stalls were similar to the year before and 3,000+ people came. Costs were covered due to generous grant income. JB-S thought the Headington Action stall was well worth repeating.</p> <p>Pointers for next year (which would be held first Sunday in June at the end of the half-term holiday).</p> <p>The following notes were logged:</p> <ul style="list-style-type: none"> • Funding might not be so available next year (the £2,000 grant would not be repeated), although other grants were still possible • Caroline would give information on the numbers of stalls | |

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| | <ul style="list-style-type: none"> • Could save money through reduced catering (costs were c. £2,000). Eatwell had been told they would need to cut back. If professional caterers were to be employed, they would supply their own marquee. • Different ideas for activities (SJ had a list), including "Oxfordshire Big Band" and the "OCC Youth Orchestra" • Consider the Oxford United Community Initiative • The Forrest School project to be included • A new organising team was needed. - it would be a major item on next meeting's agenda to find an organiser and chairman of the sub committee. Please think of friends who might take on this role. • Caroline would be happy to do the grant application and generally advise and help on the day. • Sophie Bale was happy to help. <p>The meeting felt that this had been a fantastic occasion and great thanks were passed on to Caroline and MH.</p> <p>AC suggested that a grant application be made for what was needed. The Grants panel sat in December with applications to be in during November. DR also recommended a County Council application - especially as part of the Oxford United programme.</p> | |
| 7. | <p>Headington Shopping Area Project - see questionnaire in AC email 2.9.08</p> <p>AC reported that every business would receive a survey questionnaire. Already a number of shops wanted to take part in a Christmas Programme and also join the Headington Business Association.</p> <p>The Project Team had already met with Councillors and Planners and the following Christmas Events programme arranged from the end of November:</p> <p>27th tree lights and street lights (and advertising of forthcoming events)</p> <p>28th Farmers market and pageant - with schools involvement</p> <p>29th Saturday business involvement - out onto street? The road closure was being considered.</p> <p>The Craft Fair was to be promoted and to be synchronised in future years to be same weekend.</p> <p>It was noted that the Churches also needed a road closure to do the proposed joint event.</p> | |
| 8. | <p>Headington Car Club (pay into a group who will hire a car owned by a consortium and parked in strategic places in your neighbourhood).</p> <p>MH asked the meeting to consider this proposal similar to the East Oxford car club. One's own car could be put into the club. Purchase of electric cars was also being considered and insurance would be taken on by group. JH suggested that there was significant support for the idea. Two donated parking places were offered by Ethical Buildings Group. It was suggested that the Transport Group of Low Carbon Headington, look at this idea. The link person would be Mary Gill.</p> | JH |

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| 9. | <p>Membership Update Membership to be confirmed: Co-operative Society – Olivia Gardner Headington Singers – Will Clark represented by Hilary Bradley this evening.</p> <p>The following organisations were to be further contacted: Marston Churches Manor Hospital Oxfordshire Primary Care Trust</p> | |
| 10. | <p>Updates</p> <ul style="list-style-type: none"> • OX3 Guide - it was agreed that a decision about future editions would be on the agenda at the next meeting. MH/AC/CY to consider the resources and skills that were needed. Meanwhile volunteers for the flats distribution would be welcomed. • E-Forum - flyers had been prepared for distribution and notice boards. • Farmers' Market - the next was the coming Friday. The refuse collection clash was being sorted out. • Low Carbon Headington and Streets for People Car Free Day/CYCLOX held on 22 September 2008 - JH reported that various events had taken place. These included a LCH stall by the underpass (free apples if cars left at home), a U3A walk through Mesopotamia, Highfield Residents' Association put on a film and Bateman Street had a party. The committee was grateful to Katie Wilson on the latter and JB-S would write to her. TJ suggested that next year forward planning should be coordinated by his group including the publicity. It was agreed that this should be raised at the November meeting and TJ would bring material to the group. It was also noted that the Ruskin College building was low carbon. • Local Events Guide MM had confirmed that no additional help was needed. | <p style="text-align: right;">JB-S</p> <p style="text-align: right;">TJ</p> |
| 11. | <p>Treasurer's Report The Accounts were received and formal acceptance would be at next month's AGM.</p> | |
| 12. | <p>HCDA administrative support It had been suggested that administrative support should be procured for minute-taking, the Farmers' Market, the OX3 Guide and other projects. TJ would counsel using this for specific projects rather than as an ongoing expense and DR suggested a longer discussion in the context of specific projects and what the real need was. Maybe a range of volunteers should be recruited which would enable the expansion of projects.</p> | |
| 13. | <p>Christmas Fun Day - financial contribution It was agreed that there would be an HCDA contribution of up to £500 towards specific expenditure such as street entertainments. It was noted that the tree had been donated.</p> | |

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| 14. | <p>Stakeholders' reports</p> <p>MF asked the group to note the call from the Oxford Radcliffe Hospitals NHS Trust for Foundation Trust membership - see the ORH web-site at : http://www.oxfordradcliffe.nhs.uk/home.aspx</p> | |
| 15. | <p>October AGM</p> <p>JB-S asked that the following copy might be with him in the next ten days:</p> <p>Farmers market (CY) Festival (MH) Low Carbon Headington (JH) Membership (MF) OX3 and general (JB-S) E-Forum (SJ) Shops Project (AC) Events Guide (MM)</p> <p>The AGM was to be advertised on notice board (JI); AC would send copy. The following personnel had agreed to be nominated for the coming year:</p> <p>Chair, James Bloice-Smith Vice-Chair, Patrick Coulter Treasurer, Charles Young Secretary - vacant</p> | |
| 16. | <p>Any Other Business -</p> <p>The meeting was asked to note:</p> <ul style="list-style-type: none"> • SH's email reference to the OCC letter re 20mph (emailed and tabled) • The conservation award received for the new building of Headington Baptist Church • OCVA - JBS was in contact with Hilary Burr | |
| 17. | <p>Date of Next Meeting and AGM: 29 October 2008 at 7pm Oxford Brookes Gypsy Lane Campus [Lloyd] Boardroom.</p> <p>Dates for future meetings - last Wednesday in the month 7pm-9pm (August/December - no meetings). All at OBU Gypsy Lane Boardroom</p> | |
| 18. | <p>Future topics:</p> <p>OX3 Guide - discussion about continuation - October 2008 Transport in Headington - October 2008 Streets for People - October 2008 CYCLOX - Simon Hunt - January 2009</p> | |