

## HEADINGTON COMMITTEE FOR DEVELOPMENT ACTION

(<http://www.hcda.org.uk/>)

Notes of meeting held on 25<sup>th</sup> November 2009 at 7pm  
Board Room, Oxford Brookes University, Gypsy Lane

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### Present:

Patrick Coulter (Headington Road Runners) – Chair  
Heather Armitage (Headington & District Allotment Association)  
James Bloice Smith (Headington Churches)  
Caroline Chanides (Parks Service Oxford City Council)  
Van Coulter (Ruskin College Headington)  
Marion Fiddes (Oxford Radcliffe Hospitals)  
Jill Haas (Low Carbon Headington)  
Mary Hope (New Headington Residents Association)  
Janet Isaac (Headington U3A)  
Stephanie Jenkins (website)  
Andrea Siret (Oxford Brookes University)  
Marie Vickers (Friends of Quarry) – Hon Secretary  
Stella Welford (Friends of Old Headington)  
Ruth Wilkinson (Oxford City Council in place of David Rundle)  
Charles Young (Highfield Residents Association) – Treasurer

**Apologies** were received from Richard Bradley, Angela Cristofoli, Tony Joyce, David Rundle

**Items for AOB and Membership:** Van Coulter was welcomed as member from Ruskin College.

**Items:** Christmas arrangements; Fair Trade shop; date for Simon Kenton to speak.

**Minutes of committee meeting held on 28<sup>th</sup> October** were agreed as a correct record.

**Matters Arising not on the agenda:** Lime Walk trial road closure – Oxfordshire County Council have cancelled and prepare other proposals

- Website – more complicated than envisaged. **Action JBS, SJ, CY.**
- Compliance on 20mph in Headington area. **Action MV - invite NAG speaker** (not OCC)
- London Road stage 2 – Brookes scheme deferred to February. Current consultation on zebra crossing and site for plant and machinery. Relevant emails to be circulated to the committee for their information. **Action SJ and RW**
- Farmers' Market publicity – posters printed at a cost of £520. To be distributed. **Action CY**
- Christmas Event 4<sup>th</sup>/5<sup>th</sup> December £500 contribution by HA has been agreed by EC **Action CY**
- 700 bus service – RH Transport Services Witney, welcome any comments/suggestions.

**Bury Knowle Park Survey Feedback:** Caroline Chanides, Oxford City Council, spoke to a paper which was circulated in advance of the meeting. The Parks Service, Oxford City Council aim to submit an application for a Green Flag Award for Bury Knowle Park in 2011. A ten-year management plan is being prepared. So far this includes Bury Knowle House, the listed park boundary wall (which cannot be breached), professional opinions on the standard of the park, suggestions on potential improvements and community involvement from local amenity groups. HA members were urged to read the document and comment by 11<sup>th</sup> December for inclusion in the Plan as an agenda item to NEAC in January, 2011. **Action – SJ** to place draft Management Plan on website; **FofBK Park** to make formal application for cycle track; **SW** to contact residents of Emden House for comments; **PC** to respond on behalf of HA. It was agreed that interested members meet CC for a 'walkabout' at 2.30pm on 9<sup>th</sup> December at the public lavatory entrance to Bury Knowle Park. The meeting commended the City Council on this initiative and Caroline was thanked for her presentation.

**HA Forward Plan:** PC introduced a paper (circulated with the agenda) which had been prepared by the planning task group and which set out a simple outline plan for HA for the coming year and beyond. The aim was to discuss and sign off the plan (if agreed), to agree priority tasks and new projects. The draft plan was discussed and the following comments were made by members:

- Need to enhance communication - eg invite representatives to a party and encourage groups to be active in doing something together for the whole community
- Would themed meetings attract other groups not represented – eg young people?
- Cycling suggested as a themed meeting, with a task group established to liaise with other groups about issues of concern, report to HA committee and produce an holistic plan
- Business Headington needs to be incorporated more actively into meetings and activities
- Important to consider the needs of older people as pedestrians – invite Pedestrian Association
- Concern that too many attendees at meetings may be unwieldy
- Community Plan research previously suggested by Kat Ludecke – consult minute record
- Concern that Northway, Barton, Wood Farm were not adequately represented at HA meetings.
- Need to report to NEAC on deprivation.

Subject to these comments the draft plan was agreed and the Executive Committee were tasked with finalising the plan. **Action: Executive Committee**

**Headington Festival:** JBS reported on progress. The Festival Working Group will hold their first meeting on 7<sup>th</sup> December. The group needs more active members and wider representation. Progress being made on skills, tasks and ideas. Branding image needs more work. Target dates include website operational by end January for online registration, and an application for funding made as soon as possible. Bury Knowle Park has been booked. **Action JBS**

**Secretary's Report:** potential administrative assistant was unable to take up the post. **Action VC & RW** to place adverts on Ruskin & Brookes Library websites. Membership – MV will contact members of HA who rarely or never attend meetings. **Action MV**

**Treasurer's Report:** CY reported that he supports the criteria for funding agreed at the Executive Committee meeting and suggested that a reserve of £3k to £4k is needed. Total HA funds amount to £13,000. Accounts have been approved by the external examiner, and are ready for submission to the Charity Commission. CY was warmly thanked for all the work he has done on the Farmers' Market which was the main source of income for HA. It was agreed that the Festival would not be possible without this funding. Concern was expressed that parking for stallholders is dependent upon the good will of the manager of the Britannia PH. As an alternative (if needed) it was suggested that Bury Knowle stable yard could be considered. It was also suggested that CY makes a gift to the manager of the Britannia as a gesture of thanks by HA. **Action CY**

**Any Other Business:**

- Oxford Brookes – Christmas event for 'senior neighbours' entitled "no mince pies" to be held 11<sup>th</sup> December 2.30-4.30pm in Helena Kennedy Student Centre. Posters distributed. Two projects to encourage students to be good neighbours and on the use of cycle lights have been initiated by Brookes.
- Christmas Event – Advent pageant Friday 4<sup>th</sup> December, will include 200 children. Headington Business events, co-ordinated by Ian and Alison Nicholson, on Saturday 5<sup>th</sup> December. St Andrew's School Craft Fair on Sunday 6<sup>th</sup> December.
- Fair Trade Shop – opening delayed because of competition for shop space for café use. This highlights the concerns of SJ on a balance of shops in central Headington.
- Date for Simon Kenton to speak – this will be decided by Executive committee. **Action EC**

The meeting closed at 8.30pm with refreshments to celebrate the Christmas season.

**Date of Next Meeting:** Wednesday, 27<sup>th</sup> January, 2010 at 7pm in the Board Room, Oxford Brookes University, Gypsy Lane Campus.

*Marie Vickers 30/11/09*