



**Headington**  
neighbourhood  
plan



**Headington Action**  
Working together for Headington

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**HEADINGTON NEIGHBOURHOOD FORUM and HEADINGTON ACTION JOINT MEETING**

**Meeting held at All Saints' Church Hall on 21 July 2025 at 7pm**

**Present:**

- Elsa Bell (Deputy Chair Headington Action)
- Rosemary Belton (HA)
- Patrick Coulter PC Chair HNF (Headington Neighbourhood Forum),
- Liz Grosvenor Admin Support HA/HNF
- Sumukh Kaul (HNF)
- Fiona McKenzie FM Treasurer HNF
- Viv Miles VM Connected Communities, HA
- John Nealon JN Press/Communications Officer HNF
- Cllr Glynis Phillips (HA)
- Cllr Roz Smith (HNF)
- Peter West (HNF)

**Apologies:**

- Mike Ratcliffe (HNF)
- Cllr Chris Smowton (HNF)

1.	<p><b>Chair's welcome</b></p> <p>PC welcomed all to the meeting of the two organisations.</p> <p>What we are seeking from this joint HA/HNF meeting is a steer on</p> <ol style="list-style-type: none"> <li>1. The best options for the future management of the Neighbourhood Plan.</li> <li>2. Ways to increase the capacity of both HA and HNF through joint working.</li> </ol>	
2.	<p><b>Headington Neighbourhood Plan</b> – discussion of the options for the future of the Plan</p> <p>Headington Neighbourhood Plan was completed in 2016 and published in 2017. It was done with the help of HA, both financial and</p>	

providing personnel. The re-designated Plan is now valid until 2032 and meetings have been taken place with the City Council to discuss its future.

Ideally it should be updated in the light of changes over the past 8 years – publication of the Headington Centre Plan; revision of the Oxford Local Plan; Climate Change issues and so forth. On the advice of Oxford City Planning any significant revision would require the full Neighbourhood Plan process including detailed consultation, public examination and a referendum. Locally Summertown Neighbourhood Forum has commenced a review of their Plan.

Before proceeding it is appropriate that the Forum considers all the alternative options:

1. **Do nothing** and allow the Plan to gradually decline in its value to our community. It would be necessary to retain the Forum to allow access to the CIL fund to which we still have access.
2. **With the support of Headington Action obtain the necessary resources to undertake a full revision of the Plan.** This would require sufficient funding to employ a project manager to lead and manage the review. As a first step we could employ a professional planner to advise on the areas of the Plan which most need updating. It may be possible to use some CIL money for the review. The Government has withdrawn the Locality fund which was until recently available to support Neighbourhood Plan reviews. This option would cost around £20k
3. **Prepare the equivalent of a Parish Plan** which while not a statutory plan would reflect our community's vision and aspirations for the future development of Headington. This could operate in parallel to the existing Neighbourhood Plan. It would provide the basis for lobbying and influencing local authorities and others involved in development in Headington, and would tie in with the Headington Central Improvement Plan that we instigated. It may be possible to use some CIL money for this purpose. Cost perhaps 5k.
4. **Actively pursue a Parish/Community Council for Headington.** Such a council would have the capacity to revise/update the Plan and manage development in Headington. We understand that the City

Council may be sympathetic to this approach as part of its proposal for Local Government reorganisation.

**5. Maximise the benefit of the current Plan.** Close reading of the Plan shows a number of community policies and projects which have not been fully developed. In addition the role of the Planning Policies could be stretched. Initially an implementation plan would be drawn up and costed / prioritised by the Forum at relatively little cost.

**Discussion:**

**Costs:**

- The original Plan cost c£18K to produce – today it would be closer to £25K
- A Parish Plan would be cheaper, maybe c£2K
- The Forum may be entitled to 25% of available CIL money for this exercise
- S106 money could also be made available
- Other grants may be forthcoming for example from HA.

**Benefits:**

- We would need to evaluate the benefit of the original Plan\_by making an audit.
- Certain Planning applications have had to take account of the Plan –these should be identified as part of the audit.
- At the time of the referendum it stimulated interest in the locality
- It provides access to enhanced share of CIL money.

**Timing:**

With regard to the Parish/Community Council we cannot make progress until we see the outcome of the Local Government reorganisation, but we can ensure that the idea of such a council for Headington is fed into LG reorganisation discussions.

It was pointed out that there is a 33% turnover of people in Headington because of the transitory nature of staff and students in education and the health service. This should be taken into account for forward planning.

	<p><b>Summary:</b></p> <ol style="list-style-type: none"> <li>1. HNF Steering committee to review the Plan by carrying out an audit in the Autumn and preparing a forward plan for the Forum considering options 3, 4 and 5 above .</li> <li>2. The forward plan to take into account the impact of the LGO</li> <li>3. The NP is reflected in the Local Plan but we need to prove the effect that the Plan has had on planning applications.</li> </ol>	
3.	<p><b>Joint working HA/HNF – discussion of possible areas for intervention</b></p> <p>Both HA and HNF have problems providing sufficient leadership capacity to achieve their aims. While HA is a registered charity and HNF is a statutory body they share a common purpose namely to improve our Headington community.</p> <p>There is much overlap of leading members of both organisations. At present HA are undertaking some of the projects identified in the Neighbourhood Plan several of which are funded by CIL money channelled through the Forum. The process for the allocation of CIL money is managed jointly.</p> <p><b>Discussion:</b></p> <p><b>HA</b> was formerly set up as HCDA (Headington Committee for Development Action) with charitable status.</p> <p>Charitable status enables us to secure grants for projects like the Directory.</p> <p><b>HNF</b> is a statutory body designated by the City Council, and it looks after the CIL monies. It could work effectively with the support of a Parish/Community Council</p> <p>There is no scope for the two bodies to merge but they can work together more closely. For example having an occasional joint meeting of Executive and Steering Committee.</p>	
4.	<p><b>Summing up and next steps</b></p> <p>A meeting will be arranged by the Steering Committee for September/October to take the updating of the Neighbourhood Plan forward.</p>	
5.	<p>The meeting closed at 8.20pm</p>	

LG 22/7/25