

HEADINGTON NEIGHBOURHOOD FORUM
ANNUAL GENERAL MEETING

DRAFT Report of the Forum Meeting held in Headington Community Centre,
Gladstone Road on Saturday 10 March 2018 at 11.00am
These draft minutes will not be confirmed until the next AGM

Web - HeadingtonPlan.org.uk www.HeadingtonAction.org

Email – info@HeadingtonPlan.org.uk

Facebook – HeadingtonPlan Twitter - @HeadingtonPlan

Steering Group present (SG) 7

Mike Ratcliffe (Chair) MR, Patrick Coulter PC (Vice Chair), Liz Grosvenor LG (Secretary),
Fiona McKenzie FM, John Nealon JN (Press & Communications), Cllr. Roz Smith RS, Cllr. Ruth Wilkinson
RW

Forum members present: 8

Rosemary Belton, Richard Bradley RB, Stephanie Garden, Mary Hope, Cllr. Mark Ladbroke, Simon Ottino,
Hillary Rollin, Nicholas Rollin

Interested parties present: 5

Simon Garrood, Cllr Altaf-Khan, Richard Lawrence-Wilson, Sonja Roffey, Soraya Yehia,

Apologies:

Elsa Bell, Keith Frayn, Sheila Hurst, Maha Jacob, Paul Rogers, Ian Wilson,

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| 1. | Introduction and Apologies MR welcomed participants to the AGM, and apologies were read. | Action |
| 2. | Aims of the meeting To carry out the official business of an AGM. The Plan has now been “made” and is in place and we need to discuss the prioritisation of the community projects as identified in the Plan and recently circulated. | |
| 3. | Minutes of last meetings The minutes of the last AGM/Forum meeting (26 October 2016) were agreed, and there were no matters arising. | |
| | The AGM | |

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| <p>4.</p> | <p>The Chair's Report There was a good turnout for the referendum and it achieved a "yes" vote. The city council approved it and the Plan is now being referred to in planning applications.</p> | |
| <p>5.</p> | <p>The Treasurer's Report No money has been spent since June. Most of the expenditure was on the referendum (printing, booklet, advertising) and on the consultancy fees for Adam our Project manager. The whole project was underwritten by Headington Action, to whom thanks are due, and the further funds were secured by Adam from various government sources. We were obliged to pay part of a grant back as there was a deadline for it to be spent. We have £360 left in the bank. The Treasurer was thanked for her work.</p> | |
| <p>6.</p> | <p>Election of Officers and Steering Committee</p> <p>MR advised that he was standing down as Chair as he was now working away from Oxford, but will remain on the steering committee. Nicholas Rollin, Ian Wilson and Maha Jacob have resigned from the steering committee and they were thanked for their work towards bringing the Plan to fruition. Cllr. Ruth Wilkinson will also now stand down as she is involved in some of the projects, and she will be replaced by Cllr. Altaf Khan,</p> <p>Officers and Members were re-elected unopposed as follows:</p> <p>Patrick Coulter (Vice Chair) John Nealon (Press/Communications Officer) Fiona McKenzie (Treasurer) Liz Grosvenor (Secretary)</p> <p>And members of the committee: Cllr Altaf Khan Mike Ratcliffe Cllr. Roz Smith</p> <p>The activity of the steering committee will now change as we are now moving into a steering and monitoring role of the projects which is less "activist" and more "stewardship". This is in effect a handing over to Headington Action (HA) who will implement the projects. The role of Chair is now vacant and we seek a new one. Mike was thanked for his work over the last 5 years and has been instrumental in keeping the City Council on board throughout the process and talking to the press.</p> | |
| <p>7.</p> | <p>Update the Constitution The Steering committee have looked at the Constitution which has expired after 5 years. There were minimal alterations required, the main one being that there will be at least one meeting of the Forum (rather than three) a year and that the AGM would be one of them. The new constitution was approved.</p> | |

The Forum Meeting

Community Projects

In the Plan there were originally 56 projects, and a further four were added making a total of 60.

These needed to be prioritised and a meeting of PC, RW and RB was held in February to create a draft priority list.

The list of prioritised projects had already been circulated together with the methodology employed, and they ended up with 20 projects having evaluated the impact, cost, time needed and obstacles. They were ranked high (7), medium (8) and low (5).

Proposed Project Priorities

| HIGH PRIORITY | |
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| Ref 18 | Enhance access to sports, leisure and community facilities This involves working with the major institutions to improve public access to their on-site facilities. |
| 20 | Headington Business Association To facilitate the development of a business association for Headington so that business could work together to promote and enhance Headington as a place to do business. |
| 22 | Investigate the creation of a Community Council to provide continuity for the Headington Neighbourhood Forum The aim is to create a successor body to oversee the implementation of the Plan throughout the plan period. |
| 39 | Improve the visual impact of the cross roads area of central Headington The aim is to make this an area of high visual impact and thereby strengthen the identity of Headington and its shopping centre. |
| 57 | Greening Headington This combines the projects listed under community policy GSC1 with the exception of allotments and the Lye Brook surface water drain. The main focus is on improving biodiversity and extending wildlife corridors. |
| 58 | Hear in Headington This is a new project for the provision of talking benches or posts along the London Road and elsewhere where users can listen to recorded information about local history and character. |
| 59 | Headington Wi-Fi This is a new project for the creation of a public wifi zone covering central Headington. |
| MEDIUM PRIORITY | |

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| 6 | Increase the floristic biodiversity of Doris Field Trust Nature Reserve The nature reserve is an important viewing point for Oxford's historic buildings and increasing the biodiversity will add to the viewing experience. |
| 26 | Develop more walking trails around Headington These could be related to the important buildings and spaces identified in project 31 below |
| 31 | List important buildings and spaces List buildings and spaces which are treasured for heritage, ecological or community value to help preserve and promote them. Develop Headington's own blue plaque system based on these buildings and spaces. |
| 33 | Establish a location for displaying works of art and culture The centre of Headington could become a location for the display of works of art and culture on the themes of health and education thereby reflecting local institutional strengths. This could include a video, mural or photo montage of the key characteristics of Headington as identified in the character assessments |
| 34 | Facilitate the development of community cinema in Headington Encourage local residents associations and other groups to hold film shows by provision of equipment and facilities and through targeted promotion. |
| 37 | Provide public seating Provide public seating in key locations around Headington |
| 54 | School Transport Encourage parents to use alternatives to car transport on the school run. This would include monitoring and revising school travel plans. |
| 60 | Provide outdoor fitness facilities in Bury Knowle park Provide a range of outdoor fitness facilities adjacent to the children's play area in Bury Knowle park to encourage parents and others to exercise. |
| LOW PRIORITY | |
| 1 | Reinstate Ingle Close allotments These allotments are adjacent to Headington cemetery. They have become overgrown and as a consequence are no longer worked. Reinstatement would include clearance and the renewal of fencing and services. The allotments lie just beyond the boundary of the Neighbourhood Plan. |
| 23 | Reinstate the Area Committee Investigate the reinstatement of the North East Area Committee. This Committee was discontinued some years ago. The proposed new Community Council for Headington would be a more effective means for representing the views of the local community. |
| 27 | Cultivate land for community benefit Develop small areas of public land to grow vegetables and flowers for public consumption |
| 35 | Signage for facilities Provide signs to local businesses and facilities to improve Headington centre. |
| | Unify Shop Facades |

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| 36 | Encourage shop owners to harmonise their shop facades to improve the appearance of the central shopping area. | | |
| <p>We now have approximately £40,000 of developers' money to see these projects come to life.</p> <p>The meeting then split into two groups who discussed these priorities for 40 minutes and their spokespersons summarised these:</p> <p><u>Group A</u></p> <p>RS said that the main concern of this group was air quality. They felt that project 20 (P20) facilitating a Business Association, was key and linked into many of the medium and low priority projects and they would lead to a visual impact.</p> <p>The current debate on pick-up and delivery of children to school (P54), and potential road closures would be a long-term new project and need considerable liaison with other bodies, but it was deemed to be a worthwhile aspiration and should perhaps be raised to high priority. A Schools Council and Parents' Association meeting will be set up to explore these issues of improving Health and safety around schools.</p> <p><u>Group B</u></p> <p>There were mixed views about the prioritisation of P58 (Hear in Headington) and P59 (Headington Wi fi) but, because they are already underway, it is reasonable to keep them as 'high'.</p> <p>A new high priority project that ought to be included is dealing with isolation and loneliness. HA have already embarked on this with a stakeholders meeting.</p> <p>P39 (Visual Impact) is related to P33 (introducing works of art). P39 will not be easy, so perhaps it should be classified as medium priority, alongside P33. Money has already been donated by Coventry Building Society and there is an existing art group so there is a case to make P33 higher priority but on balance it is reasonable to classify it as 'medium'.</p> <p>P35 (signage) should be given a higher priority, and P36 (unifying shop facades could be linked with P20 (facilitating a Headington Business Association). There is a current problem with signage approval as the City do not like different styles in the different areas, but with the proposed formation of a community council we may be able to further this aim.</p> <p>We need people to help us work on these projects, and everyone is invited to email us with an offer to help.</p> <ul style="list-style-type: none"> • A suggestion was made that we should also produce a brochure of local history to augment the listening benches project, but there was an OX3 brochure a few years back which was very good but quickly became out of date. The meeting was directed to Stephanie's website http://www.headington.org.uk/news/today.htm that is a brilliant resource of all things local. • With regard to the cross roads, a suggestion was made about introducing large planters, and this may well come up in the greening Headington plans, but in the meantime it is thought that it would be useful to employ the expertise of a planner or architect to come up with some workable ideas. The whole project needs to be coordinated. • Another suggestion was a clock in Headington, and also a large noticeboard to say what is on in Headington, but we need to be mindful of creating street clutter. <p>The meeting agreed that the proposed project priorities should be amended to reflect the outcome of the group discussions as set out above. This revised list of ranked projects would form the basis of the project strategy which will be implemented over the coming year.</p> | | RS | |
| The Chair thanked the meeting for coming and contributing so effectively, and the meeting | | | |

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| | ended at 12.25pm | |
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Liz Grosvenor 11/3/18