



Headington neighbourhood plan

FORUM ANNUAL GENERAL MEETING

Report of the Forum Meeting held at Headington Baptist Church Hall on
Wednesday 1 October 2014 at 7.30pm

Email – info@HeadingtonPlan.org.uk Web - HeadingtonPlan.org.uk/
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Interim Steering Group present (ISG) 7

Mike Ratcliffe (**Chair**) MR, Patrick Coulter, Veronica Hurst, Fiona McKenzie, John Nealon, Nicholas Rollin, Ruth Wilkinson

Apologies:

Liz Grosvenor (Secretary), Adam Symons (Project Manager), Richard Bradley, Paul Goffin, James Kelly, Lesley Mallinder, Paul Rogers, David Rundle, Dr. Fredric W. Taylor, Stella Welford, Kathryn Whitmore, Ian Wilson

Forum members present: 11

Heather Armitage, Jan Clark, Paul Cross, Cicely Havely, Tony Elliot-Smith, Jill James, Jennifer Pegg, Cllr Roz Smith, Charles Young, Oliver Voss, Marie Vickers

Interested parties present: 2

Mary Hope, Sheila Hurst,

Total: 20

1.	Confirmation of membership and Apologies	Action
	MR introduced himself, welcomed participants to the AGM, and apologies were read. He confirmed that existing Members were now officially part of the entity that is the newly designated Headington Neighbourhood Forum, and that members can opt in or opt out at any time during the life of the Forum by notice to the Secretary.	
2.	Constitution MR explained that the draft Constitution was approved by the City Council as part of the official designation of the Forum in September, and that as a formally constituted body the Forum is now in a position to apply for and handle funding and to make official contact with local organizations (informal contact has already been made with several such). Under the Constitution and as a newly designated official body the Interim Steering Group would now be replaced by a Steering Committee (see next item). The Constitution is available on the HNF website http://headingtonplan.org.uk/index.php/forum/constitution/	MR/PC

<p>3.</p>	<p>Election of Steering Committee</p> <p>Officers and Members were proposed, seconded, and duly elected as follows, C. Young presiding over the election of the Chair:</p> <p>Mike Ratcliffe (Chair) Patrick Coulter (Vice Chair) Liz Grosvenor (Secretary) Fiona McKenzie (Treasurer) John Nealon (Press/Communications Officer)</p> <p>Veronica Hurst Nicholas Rollin Roz Smith Ruth Wilkinson</p> <p>MR then invited more Forum members to join the Steering Committee, and interest was expressed by Heather Armitage and Oliver Voss, who would be given further details, Ian Wilson was likely to continue from the previous ISG.</p>	<p>MR</p>
<p>4.</p>	<p>Report of Chair</p> <p>MR gave a report on progress so far, current activities, and the next steps to be taken:</p> <ul style="list-style-type: none"> • The work carried out so far has been considerable, and undertaken as a collaborative venture managed and run almost entirely by volunteers, the only paid post being that of the Project Manager (Adam Symonds), who has already made a very important contribution to progress towards the Neighbourhood Plan. • MR also paid tribute to all those who had given their time and effort to date, in particular the Interim Steering Group established in 2013 and the individual Policy Working Groups (PWGs). The creation of these groups had been a key decision in advancing the draft Plan. • Efforts to engage with the community other than by public meetings will be increased. • A major consultation is now under way, and leaflets are being distributed door-to-door throughout the Neighbourhood Area. The leaflet and supporting information are available http://headingtonplan.org.uk/index.php/plan/consultation-2014/ • Around 30 Neighbourhood Plans are in place so far; funding has varied widely, and it is hoped that costs for Headington will be comparatively modest, since there is only limited scope for major development or change of land use. • The next stage is to gather more information and devise policies, integrating the views of the individual PWGs. Conflicting proposals will be reconciled by the Steering Committee, and some hard choices may lie ahead. <p>The following points were then raised as questions:</p> <ul style="list-style-type: none"> • What about timescale, referendum, and policy expiry dates? <p>MR: We set the timescale; some NPs tie in their referendum with local/national elections, but discussions with the City Council show that May 2015 is too soon to be an option for HNP. We are aiming for summer 2015 for the referendum. There is no requirement as to turnout; approval of the HNP will be based on a simple majority of voters.</p> <p>Under-18s are excluded under English law from voting, but substantial efforts will be made to gather the views of younger residents, via schools. It was suggested that parents of school students were perhaps more likely than other residents to engage with local policies affecting</p>	

	<p>their children.</p> <p>Recent information indicates that policies set out in a Neighbourhood Plan, and therefore framed in the context of an existing Local Plan, may outlast the latter when it expires, since when a new Local Plan is drawn up it must take account of policies laid down in any Neighbourhood Plan falling within its scope.</p> <ul style="list-style-type: none"> • What about the number and scope of HNP policies? <p>MR: There is scope within a Neighbourhood Plan for both Community proposals which do not relate to land use, and may be quite specific, and local policies which are more general and will frequently relate to land use, though there is evidence (e.g. in the impact of the Exeter St James NP) that the former may in fact influence City Council planning to a greater degree than originally expected.</p> <p>Cllr. Smith mentioned the burnt-out building behind the Iceland shop in the London Road as an example: if local residents were to decide that they would like it to become a community resource, this would be a Community Project rather than a Neighbourhood Plan policy.</p> <p>Cllr. Wilkinson suggested that both Community Plans and Neighbourhood Plans can attract public money since they constitute a local 'wish list' readily available to Council officers allocating funds.</p> <p>A vote of thanks was then proposed by Patrick Coulter to Mike Ratcliffe for steering the HNF successfully to the “end of the beginning” of our progress to a full Neighbourhood Plan for Headington.</p>	
5.	<p>Character & Identity</p> <p>Cicely Havelly gave a presentation on behalf of the Policy Working group on Character and Identity. The key points were:</p> <ul style="list-style-type: none"> • An outline of the plan to draw up a thorough 'character assessment' of Headington was described. • Volunteers are being sought to prepare a systematic survey of all 18 sub-districts within the area. • The resulting record of both characteristic and unusual features will raise both awareness of communal heritage and provide an invaluable resource to protect against developments unsuitable for their immediate environment. <p>Further details are available http://headingtonplan.org.uk/index.php/forum/policy-groups/identity/</p>	
6.	<p>Transport</p> <p>Charles Young gave a presentation on behalf of the Policy Working group on Transport. The key points were:</p> <ul style="list-style-type: none"> • Headington bears a heavy share of Oxford's total traffic burden. • Congestion can be tackled, not by trying to build bigger roads, but by trying to make some trips unnecessary. • In Oxford, and more specifically in Headington, the growth of jobs has outpaced the growth of housing, so more people are having to commute. However, traffic volumes in Headington have been static, and even falling in the last couple of years. • This has been achieved by a large “modal shift”, with people making less use of cars to commute, as well as by other changes, for example in shopping habits. 	

	<ul style="list-style-type: none"> • This shift cannot be relied upon to continue at the same pace – we may have plucked the low-hanging fruit. • <i>The Neighbourhood Plan should ask, about each proposed development, whether it will add to, or reduce, the number of trips that will be made.</i> • A compact neighbourhood, reduces the need for transport, saves time and energy, and can be visually appealing. 	
7.	<p>AOB</p> <p>Roz Smith requested volunteers to help run a HNP stall at the Autumn Fair at Windmill Primary School in Margaret Road (11 Oct. from 1 to 4 pm).</p> <p>Nicholas Rollin (Retail & Business) also requested volunteers to help engage with customers in Waitrose, since the shop has kindly allowed HNP to canvass for support there (18 Oct. Time tbc)</p> <p>Volunteers were requested by John Nealon (Housing) to help deliver the remainder of the consultation leaflets (deadline for delivery: 12 Oct.) <i>THIS IS NOW COMPLETE.</i></p> <p>Contact details are http://headingtonplan.org.uk/index.php/forum/policy-groups/</p>	<p>All</p> <p>All</p> <p>All</p>
8.	The meeting ended at 9pm and refreshments were provided	

Veronica Hurst 4.10.2014