



Minutes of the **Steering Committee** Meeting held at
scottfraser, Lime Walk
 on Wednesday 7 June 2017 at 7.00 pm

email - HeadingtonPlan@gmail.com Twitter - @HeadingtonPlan
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Steering Committee present: Patrick Coulter PC (Vice Chair) Liz Grosvenor LG (Admin. Support) Fiona Mckenzie FM (Treasurer) John Nealon JN (Press/Communications Officer) Mike Ratcliffe MR (Chair) Cllr Ruth Wilkinson RW Ian Wilson IW		Apologies: Maha Jacob Nicholas Rollin NR Cllr Roz Smith RS Adam Symons AS (Project Manager)
Policy Working Groups - existing Business and Retail – FM & NR Amenities & Green Spaces – PC Education – MR Housing – JN Transport – Charles Young Character & Identity – vacant Planning Group		Possible new group Community Engagement
1.	Apologies – As above.	Action
2.	Minutes from last steering committee meeting of 22 March were approved.	
3.	Neighbourhood Plan The Plan was passed at referendum with 3,310 yes votes and 543 no votes. The City Council will now consider this in the light of any challenges, and it will then go to Full Council for final approval. The plan already has extra status, and a new Planning group, set up under the auspices of Headington Action, is in place to monitor any planning applications. Following the hoped-for approval by the Council	

	we will then publicise the Plan more widely.	
4.	<p>Community Policies</p> <p>Some of our policies are actions needing a working group to cost and consult, either based on our existing structure of Steering Group, Forum and Working groups, or be devolved to someone outside the steering committee to carry through.</p> <p>We do not have funds at this stage to bankroll expensive projects.</p> <p>We need to formulate a template to set out the broad parameters for any activity and to be monitored by the Steering Committee. Our constitution will need to be tweaked as it expires after 5 years.</p> <p>We perhaps need to identify, say, 10 projects and set them out with a time-scale.</p> <p>The most popular projects voted on at the stall at the Festival last weekend were:</p> <p>Green Spaces: Wildlife corridors, Wildflower meadows, Bee Friendly areas</p> <p>Housing: Empty & derelict properties, Key worker housing</p> <p>Character& Identity: Building a new community centre, Building a cinema</p> <p>Transport: Road and pavement maintenance, Bus connections, Cycling provision</p> <p>Business: Form a Business Association</p> <p>We will prepare a short report on some favourite projects and then advertise it outside to encourage a group to take it on.</p> <p>A meeting will be arranged to take this forward and MR, PC, RW, JN and FM have agreed to set this up. (We could call this the Project Governance Group PGG)</p> <p>We will encourage a group to consult on the project, cost it, and report the findings to the PGG to approve it.</p> <p>We would use our logo as a kite mark to validate it.</p> <p>We will contact Brookes to see if any of our projects could be used for, at least, some consultancy activities.</p> <p>We will approach RAs and HA members to publicise the opportunities to get involved with a project.</p>	<p>MR/PC</p> <p>MR</p> <p>LG</p>

5.	<p>Funding</p> <p>The spreadsheet prepared by the Treasurer may need some adjustment to ensure that the allocations of grant monies are correct, but we appear to have spent £3,018 of the £3,050 grant. The remainder has to be returned.</p> <ul style="list-style-type: none"> • We have £360 in the bank at present. • HA may be able to fund projects start-up costs under its grant scheme. • We believe that CIL money can now be claimed. • There is also some Section 106 money available for environmental use in district centres. This would need to have the approval of Oxford Brookes as they generated these funds. • All Ward Councillors that are wholly or partly within the Neighbourhood Plan area have funds that may be offered. <p>Any monies gained from the above could be held by HA as a registered charity subject to HA agreement.</p>	
6.	<p>Successor Working Groups</p> <p>The City Council are in agreement with our desire to create a community/parish council, and we have received advice from the NALC on setting this up.</p> <p>After the approval of the plan we will write to the city to request that they carry out a governance review which will report within 12 months. We will accompany our request with a short report setting out the case for a community council for Headington. This could include reference to the community projects we have prioritised. MR PC JN FMcK RW will meet shortly to draft the report.</p> <p>When we get to the stage of electing councillors this will need to coincide with a local election otherwise we will have to bear the costs ourselves. This is likely to be May 2020 although it could be 2019 depending on the outcome of the boundary review.</p>	PGG
7.	<p>Student Accommodation & the Local Plan</p> <p>In the light of the current controversy regarding speculative building of student accommodation we are minded to set up a meeting to discuss the issue of new sites for student accommodation in Headington. We would ask Chris Clifford the chair of the Headington Planning Group to attend as a planning expert, and would invite Frontier Estates.</p> <p>This would also introduce the new Planning Group to the local people and we would aim to hold this sometime between 29 June and 6 July, possibly at the Baptist Church,</p> <p>The Planning Group will be responding to the Local Plan consultation.</p>	MR PC
8.	<p>Project Management Support</p> <p>We are very grateful to Adam for his leadership over the past 4 years and MR will write to him to express our thanks.</p> <p>At the end of the summer we will organise an AGM and Forum Meeting which will enable us to update the constitution.</p>	MR

8.	<p>AOB</p> <p>MR thanked the Steering committee for their work in creating a successful Plan.</p> <p>The Committee thanked MR for chairing so efficiently.</p>	
9.	<p>Date of next meeting</p> <p>TBA for September.</p>	
10.	<p>The meeting closed at 9.00pm</p>	

LG 8/6