

Registered Charity No. 1170517

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**DRAFT Minutes of Committee Meeting**  
**held on 27 September 2023 at 7.00pm in the CLC G0.07**  
**Oxford Brookes University**

**Present: 18**

<b>Marion Ackrill</b>	Friends of Headington Hill Park (FoHHP)
<b>Heather Armitage (HAr)</b>	Friends of Lye Valley (FoLV)
<b>Elsa Bell</b>	<b>HONORARY SECRETARY, VICE CHAIR &amp; TRUSTEE</b>
<b>Rosemary Belton (RBe)</b>	Friends of Bury Knowle Park (FoBKP)
<b>Richard Bradley (RBr)</b>	Friends of Quarry (FoQ) – <b>TRUSTEE &amp; ACTING CHAIR</b>
<b>Liz Grosvenor</b>	<b>ADMINISTRATOR</b>
<b>Neil Holdstock</b>	<b>FINANCE OFFICER</b>
<b>Sheila Hurst</b>	New Headington Residents' Association
<b>Viv Miles</b>	Project Lead on Connected Communities – <b>TRUSTEE</b>
<b>Cllr Glynis Phillips</b>	Oxfordshire County (Barton, Sandhills & Risinghurst
<b>Hilary Seal</b>	St Anne's Road, Gathorne Road, Rock Edge, Margaret Road
<b>Andrea Siret</b>	Oxford Brookes University
<b>Cllr Chris Smowton</b>	Oxford City (Headington)
<b>Peter West</b>	Oxford Business Action Group
<b>Lesley Williams</b>	Headington Schools Partnership

**Guests: 3**

Michelle Morbey (Hedena Health – PCN)  
Emma Parker (Connected Communities)  
Laura Shaylor (Hedena Health – PCN)

**Apologies: 5**

Patrick Coulter	Headington Neighbourhood Forum – <b>TRUSTEE</b>
Priscilla Goldby	Market coordinator
Fiona Mckenzie	<b>TREASURER</b>
Howard Stanbury	Friends of Old Headington
Jim Woods	Shotover Preservation Society

1.	<b>Richard Bradley in the Chair</b> <b>Welcome and introductions, and apologies as above.</b>	Action
2.	<b>Presentation on the Community Activities Directory – VM and Emma Parker</b>  We were introduced to a new facility on the Headington Action website – see <a href="#">Connected Communities Headington Action - Headington Action</a> which has been developed by Emma.	

	<p>The project arose from an HA visit to Frome in Somerset where they had developed ways of supporting patients and the socially isolated, and encouraged people to meet others and talk with them. It was a "health related model" and had a positive impact on health outcomes with fewer admissions to hospital.</p> <p>The directory is for the people of Headington and surrounding areas to access group support and/or to meet people. Frome set up links with local surgeries and in developing it VM and EP have had great support from our local prescribers. This is for the people of Headington and surrounding areas to access group support and/or to meet people, and the actual directory idea came from Frome.</p> <p>The directory is for anyone to access. Headington has a transient population with the hospitals and universities, and there are new parents, the recently retired or bereaved and others who need support. The website directory is self-explanatory in that you can filter out the elements you are not interested in (next to the Show All button) so that you can find a support that you need. There is also an embedded map so that you can choose something in your immediate area. Emma is approaching all the organizations for their phone numbers so that there is an immediate method of contact – only c.30% of them have telephone numbers so far.</p> <p>The next step is to advertise this site and promote it. Committee members are asked to promote it in their areas and there will be a few hard copies of the directory made available in due course. It can be promoted via email, by flyers and the noticeboards and by personal contact. A poster is attached for you to distribute in your area.</p> <p>If you want to contact Emma with any query or to add something to the site her email address is <a href="mailto:ox3.emma@gmail.com">ox3.emma@gmail.com</a> HAR asked for green spaces to be added e.g. working in the Lye Valley being a therapeutic exercise. She also asked for accessibility of venue to be added and if there were hearing loops, etc.</p> <p>The social prescribers present said that they would advertise the directory, and GP asked for this presentation to be made to the Parish Councils.</p> <p>Cllr CS has kindly offered to help with the ongoing maintenance and updating of the site as it is only as good as its accurate up-to-date information.</p> <p>For information, this project was funded by National Lottery money and this will be noted on the website.</p> <p>Emma was thanked for her presentation and for the very impressive directory that she had created.</p>	<p>ALL</p> <p>EP</p>
2.	<p><b>Confirm Minutes of previous Committee Meeting held on 26 July 2023 - confirmed</b></p> <p><b>and Exec Minutes of 22 August</b>  <b>Correction:</b> Item 5 – Courtside, the funds being requested are for basket-ball not netball.</p> <p><b>Matters arising:</b></p> <ul style="list-style-type: none"> <li>PG advised that the Risk Assessment for the Market has now been</li> </ul>	

	<p>updated, and that the market page on the HA website has also been updated.</p> <ul style="list-style-type: none"> <li>• <i>Subsequent to the meeting we were advised that the planters in Windmill Road will be replanted shortly.</i></li> <li>• We still do not have a permanent chair for HA</li> <li>• There has been no further progress on the development of the Co-op site (with planning inspectorate).</li> <li>• A meeting with the City Council regarding the Headington Improvement Plan has taken place and the next follow up meeting with the County Council is scheduled for October.</li> <li>• The query regarding insurance (regarding HA financial turnover) has been resolved with no increase in the quote which is around the normal figure.</li> </ul>	
4.	<p><b>HA projects/ activities update-</b></p> <p><b>Festival – 3 &amp; 4 June</b></p> <p>We are short of a chair to organize this – without one there will be no Festival in 2024. A poster to advertise the position will go onto the central noticeboards.  <i>Subsequently this was distributed to all the members and interested parties, but owing to email problems it is being sent out again with these Minutes.</i></p> <p><b>Winter lights/event</b></p> <p>The lights will be on from 12 November (Divali) and remain on until 7 January (Orthodox Christmas) and the switch-on of the Christmas tree will be on 2 December. As mentioned before we are having to replace the lights on this tree as they are life-expired.  We will be seeking funds to contribute to these costs -NH believes that he may have a sponsor to help.  We have been asked for more lights in trees but there are difficulties with electrical access. We might consider utilizing the lampposts but research is required for this and it will not be for this year.</p>	ALL
5.	<p><b>Other projects of interest to members</b></p> <ol style="list-style-type: none"> <li>1. HAR of Lye Valley advised that they have a wonderful display of Grass of Parnassus. In 2013 there were 4 plants now there are c.8,000, and they can be found just off the boardwalk.  It is essential to keep the fen watered – householders can help by capturing water in butts from their roofs and watering the gardens to ultimately feed the fen. There is a map on their website to show the catchment area.   HAR advised that the drainage channel of Thames Water is destroying the fen and they are having to carry out remedial work.</li> <li>2. NH advised that the Round Table will be staging fireworks again – there were c.27,000 people attending last year. It will be on 4 November, and if householders would display a “for sale” type board outside their house to advertise it they will get free entry onto the site. It costs £130,000 to put on the display.</li> </ol> <p>Courtside have added extra biodiversity elements to their amended planning application, and there will be no pickleball, and the hedge will be replanted not removed.</p>	

6.	<p><b>Finance update</b></p> <ul style="list-style-type: none"> <li>• CIL applications need to be in by the end of October so that they can be discussed at the November meeting</li> <li>• A CIL application for the basket-ball hoops is already in the system</li> <li>• Courtside amended figures will need to be advertised for public support and this will be done by social media, the website and noticeboards after the planning application is determined.</li> </ul>	ALL
7.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• We discussed the local bad postal service which seems to be city-wide. The post office's complaints office responds to individuals rather than councillors so people are encouraged to make complaints directly.</li> <li>• VM has been contacted by OCVA to find a placement for a volunteer to take cookery classes. GP referred us to Good Food Oxford, and RBe referred to Open Door.</li> <li>• MA advised that they have a new treasurer and now need an auditor. NH suggested a Round Table approach, and also Patrick Coulter who has contacts.</li> <li>• AS reminded us that Sobell House is undertaking an art installation next year in Oxford called OxTrail, which they are doing in partnership with Wild in Art. They are keen to attract businesses, artists, state schools etc. who might be interested in taking part. The OxTrail installation will see more than 30 life-sized Ox sculptures in the streets of Oxford. The launch will take place on 6 July 2024 with a series of Ox sculptures decorated by local and international artists. The artworks will be on display in Oxford until the end of August 2024 and then will be auctioned off to raise money for the hospice. Oxford Brookes University is supporting the project and will support schools to create their own ox sculptures. You can find out about OxTrail at Sobel House's website and webpages. If you know of anyone interested in supporting or sponsoring this event, please share the details with them.</li> <li>• It was suggested that the community stall on the market could be used to promote this.</li> </ul>	<p><b>MA</b></p> <p><b>ALL</b></p>
8.	<p><b>Rotating Chair</b></p> <p><b>The highlighted months indicate the Committee meeting dates,</b> and the others are Exec meeting dates.</p> <p>October, <b>29 November</b>, December – Patrick 2024</p> <p><b>January</b>, February, <b>March</b> – Elsa</p>	
8.	<p><b>DONM</b></p> <p><b>29 November Committee Meeting at 7pm in the Executive Suite.</b></p>	
	<p>The meeting closed at 8.22pm</p>	

LG 30/9/23