

**Minutes of the meeting of the Steering Committee  
held at 2pm on Tuesday 18<sup>th</sup> April 2023 at 13 Morton Road**

**Present:** David Nimmo Smith [DNS Chair), Deborah Bryceson [DB], Neil MacLennan [NM], David Madden [DM], Geoffrey Randell [GR], Natasha Robinson [NR, Minutes Secretary], Cllrs Laurence Fouweather [LF] and Katherine Miles [KM].

**Apologies:** Chris Pownall [CP], Henk van Es [HvE], Cllrs Andrew Gant[AG] and John Howson [JH]

**Not present:** Cllr Tom Landell Mills

1. The meeting opened at 14:03. DNS welcome everyone. There were no Chairman's items.

**Declaration of Conflicts of Interest:** there were none

2. **Minutes of the previous Steering Committee held on 24<sup>th</sup> March 2023 were approved without amendment.**

**Matters arising from the minutes [not on the agenda]** – there were none

**Action Log [reviewed at the end of the meeting]**

3. **CIL Funds:**
  - Staverton CIL allocation may be imminent [DM to confirm with Univ, and NR to check reserves before next meeting] **ACTION: DM & NR**
  - Summertown cycle stands remain contentious. A plan is proposed but KM has not seen it. It was noted that some have been installed by Sainsbury's with sufficient spacing for trailers/tricycles, and wands have been installed outside the closed branch of Lloyds Bank. **ACTION: DNS**
4. **Publicity:** it was **AGREED** requests for publicity from local organisations [eg LCON, NOA] would be included in SuStM newsletters if requested [d/w Chair if necessary] **ACTION: NR**  
CP has received planning notices, and has tweeted.
5. **Website:** NR has updated the website and would like to receive more material to publish from working groups
6. Working Groups

**Alexandra Park:**

- LF has written to Susan Sale, legal head at Council, to find out if the Council sold the land previously occupied by Jack FM and bearing the sign 'Private Parking', and whether this was to St Edward's School. A response is awaited.
- GR met with Emma Gubbins [EG, Corporate Assets, Oxford City Council] who was unable to provide further info, and would respond when able to do so. **GR to chase up**

- A Forum to engage with resident neighbours to the Park is needed. A very constructive meeting was held at Charles Ponsonby House. They are concerned about the Sensory Garden which is outside their back door and could be made more age friendly.
- The relationship with other user groups [eg Tennis Club] is not straightforward, and a meeting is this week.
- An application will be made to Trust for Oxford's Environment [£15k] for landscaping and autumn planting. **ACTION: HvE**
- Wytham Woods team have started planting 5 trees and wildflower seeds.
- The buildings are believed to be condemned according to EG, although the tennis club uses them. The Council wishes to demolish. A survey has not been seen. This might be a focus for a Community Fund application?
- A noticeboard is due shortly and will carry a masterplan for the Park and thanks for SuStM CIL funds. BC will keep the key.
- A suggested meeting place for YP's might include an 'amphitheatre'.

### **Diamond Place:**

- The 3<sup>rd</sup> workshop is this evening [parking and transport]. NM and DB will present. KM will attend.
- There is no news of progress from the 'Henley Medical' interest. They have met with GP's who were favourable, but will continue with the original plan for now.
- NR would like receive information for the website.
- LF emphasised that DP is a through route [for cycles and pedestrians] not a dead end.

### **Planning:**

- There is no project plan for the revised NP as yet. Redesignation will require consideration of the boundaries. BC has contacted Wolvercote NF to discuss. **ACTION: PWG**
- Weekly planning lists and other applications are reviewed regularly
- GR raised concerns about loss of habitat due to the Frideswide development and the need for an improved cycle track to Oxford Parkway Station
- The proposed resiting of OUFC stadium at Kidlington is undergoing local consultation

### **Transport:**

- NM reported that although there are no significant action areas in our neighbourhood, LTN's are a very contentious issue in the City, and the 'South Summertown Terraces' are considering such a proposal.
- The closure of the Botley Road access into the City has stopped the planned 'bus gates' proposals
- KM reported that she has started work with local [private] schools in preparation for a possible 'school streets' initiative, controlled by ANPR in the OHS/Dragon/Wychwood neighbourhood, and alternative proposals for coaches. This is at an early stage.

7. **Treasurer's Report:** none provided as Treasurer unable to attend at short notice.

### **8. AOB:**

- it was agreed that 2<sup>nd</sup> Tuesday afternoon was a suitable meeting day for now
- KM reported that Airbnb lets in the neighbourhood had resulted in antisocial behaviour of which the police were aware and taking action when notified.

### **9. Date of next meeting:**

- 2pm Tuesday 16<sup>th</sup> May.
- AGM TBC

The meeting ended at 16:05

Signed: \_\_\_\_\_ [David Nimmo Smith, Chair]

Date: \_\_\_\_\_

## ACTION LOG

DATE/ACTION	NAMED PERSON RESPONSIBLE	PROGRESS	[EXPECTED] COMPLETION
2/11/2021	NR	details of election to Committee to go on the website for future reference.	NR 2022 FOR AGM  Update constitution via link
9/12/2020 Contact central government on guidance for accessing funding to support Forum functions	JH	Contact John Howell MP, Layla Moran MP	September 2021
Produce report on 2020-22 CIL process and recipients	NR/GR	All funds are now spent. A report is to be produced.	2023
4/21 Identify ownership of access routes to Alexandra Park	DM/APWG	DM/GR have met Warden & Bursar who will take this to Governors in December  GR has contacted Corporate Assets lead at Council	January 2023
Planning group	BC/HvE/CP	Meet with Wolvercote NF re Oxford North	BC to arrange
Constitution	NR	CIL amendments to be approved at AGM 2023	NR
8/2/2022 Fundraising	LF	Discuss Councillors contributions with 4 Councillor colleagues	ASAP
10/5/2022 Forum letterhead & rebrand		Pending revision of NP, referendum, AGM and Forum name change	2023
REVISE NEIGHBOURHOOD PLAN	PWG	PWG to consider	May 2023
Public notices for CIL funded projects	HvE	Start with Alexandra Park	2023
30/8/2022 TOR for working groups	WG leads/NR	All WG leads to provide ToR for website to be approved by Steering Committee	February 2023
Working Groups to provide updates for website	NM/BC/HvE	Contact Sarah Halliday, our webmaster, to upload artwork/presentation	ongoing
1/11/22 Local Plan: preferred options consultation	PWG/BC	Request meeting with Adrian Arnold/Tom Morris	ASAP
29/11/22 Cycle stands in Summertown 27/1/23	DNS/TWG	Update on location of installation and consultation process. DNS to speak to KM	January 2023

27/1/23	NR	Post weekly planning lists on website	February 2023
24/3/23 Ownership of parking used by SES in AP	LF	LF to seek advice from Council legal services before any other contact with SES. Definitive reply awaited.	May 2023
24/3/23	BC/DNS	Invite Cllr Alex Hollingsworth to attend DP workshop	April 2023
24/3/23 Redesignation	NR	Write to Tom Morris. Holding reply received 3/4/23	April 2023