



GRAVEN HILL RESIDENTS' ASSOCIATION

COMMITTEE MEETING (via Zoom)

7.30PM - WED 7th APRIL 2021

All Graven Hill residents are welcome to attend

For Zoom joining details please see the Event on the "Graven Hill Residents" Facebook group or email your name and address to:- gravenhillresidents@gmail.com

AGENDA

- 1. Apologies**
- 2. Agree minutes of Committee Meeting held on 06/01/21 (attached bellow)**
- 3. Matters arising from Committee Meeting held on 06/01/21**
- 4. Finance – Sam Omotayo (Treasurer)**
- 5. GHRA Events Group – Terms of Reference (attached below)**
- 6. GHRA Events Group – Helen Baker / Alex Lui, Co-chairs, Events Group**
- 7. Timeframe for shops, pub, etc – update**
- 8. Proposed cycleways / footways – update**
 - 8.1. London Rd (B4100) Rodney House roundabout to town centre
 - 8.2. Graven Hill area to Tesco Extra / Bicester Avenue area
- 9. Vehicle speeds – update**
- 10. Car Parking – update**
- 11. Process for residents to raise matters for the attention of the Residents' Association is via email to:- gravenhillresidents@gmail.com**
- 12. Any other business**
- 13. Date of next Committee meeting with residents: To be agreed**

Graven Hill Residents' Association Committee:-

Chair: Philip Sore (Westacott Road)

Secretary: Christine Clynes (East Circular Road)

Treasurer: Sam Omotayo (Bolero Gardens)

General Members:

- Helen Baker** (Read Place)
- Susan Weston** (Wood Crescent)
- Stephen Aggett** (Edmunds Drive)
- Simon Kirkman** (West Circular Road)
- Eleanor Smith** (Tancred Grove)
- Max Dias-Gunawardena** (Roberts Drive)

1) Group name.

GRAVEN HILL RESIDENTS' ASSOCIATION - EVENTS GROUP

When necessary can be shortened to:- **GHRA – EVENTS GROUP**

2) Accountability and finance

The Events Group is fully accountable to the GHRA Committee.

All financial transactions must be through the GHRA Bank account and in accordance with the GHRA Constitution.

3) Membership.

Events Group membership shall be open to any resident at Graven Hill who wishes to volunteer their services.

4) Structure.

At the Events Group meeting following the GHRA AGM the group shall elect an Events Group Chair and Secretary from its membership.

The GHRA Committee shall ensure that there is always at least one of its members who is also a member of the Events Group. The default representation shall be the GHRA Committee Chair.

5) Reporting

The Events Group Chair (or a nominated Events Group member) shall report at each GHRA Committee meeting on events proposed and their progress.

A copy of the Events Group meeting minutes shall be circulated to GHRA Committee members at the same time as its own members via the RA Committee Secretary.

6) Proposed events.

Before the commencement of planning for any project or event a Project & Events Approval Form (blank copy attached) shall be completed by the Events Group for presentation to the GHRA Committee for consideration for approval, and again for a final "Go / No-Go" approval once planning phase has been completed and all details of the project / event are known.

7) Branding

To be used on all agenda, minutes, public documents, fliers etc.

Association name and / or logo as follows:-

GRAVEN HILL RESIDENTS' ASSOCIATION



GHRA PROJECT & EVENTS APPROVAL FORM

Title of Event:

Planning Stage:

PROPOSAL / DRAFT / FINAL

Lead(s):

Cost to participate

FREE / DONATION / PAID

Location/Platform:

Capacity:

Date(s):

Time(s):

Short Description:

Publicity / Social Media Copy:

Resources Required:

Budget Requirements:

Additional Partner(s):

Notes:

(ie Risk Assessment required, PL Insurance, etc)



Minutes of Graven Hill Residents' Association (GHRA)

Formal Committee Meeting with Residents present

Monday 6 January 2021 @ 19:30 hrs

Attendance:

Chair: Philip Sore (PS)
Secretary: Christine Clynes (CC)
Treasurer: Sam Omotayo (SO)
General Committee: Susan Weston (SW), Stephen Aggett (SA),
Simon Kirkman (SK), Max Dias-Gunawardena (MDG), Zakima Omotayo (ZO),
Eleanor Smith (ES)

Attendance by residents: 16 residents logged into the meeting, some joined with more than one participant

1. **Apologies** Helen Baker (HB)

2. **Minutes of and actions from Urgent Committee Meeting (23/09/20)**
Approved as a true record

3. Finance and Grants

SO (Treasurer) explained that the Residents Association had been in existence for approximately three months and that the financial statement covered that period. He explained that the statement was in draft as it still needed to be approved by the Committee and audited.

	£	£
Balance Brought Forward:-		134.42
Income (Donation)	5.00	
Expenditure (Subscriptions)	-28.78	
Net Deficit for period		-23.78
Balance Carried Forward:-		110.64

ZO explained that she had volunteered to explore grant funding opportunities for capital projects, running expenses etc. to ensure that the GHRA had a financially stable future. To that end she had identified a number of funding opportunities and had submitted a suggestion for ongoing funding to GHVDC to which they had tentatively agreed and had asked for a budget.

Alex Lui added that he would be happy to read through any Arts Council applications as he was familiar with their project funding.

4. Events

Alex Lui (Co-Chair of the Events Working Group) made a presentation of events which had taken place during the autumn/winter of 2020. They were:

- Halloween
- Remembrance

- Living Advent Calendar
- Christmas Carols
- Winter Trail including a mince pie and mulled wine stand hosted by FLTR which raised a net total of £275.77. The money went towards helping families within the Graven Hill Community who had been affected by Coronavirus. Alex Lui told the meeting that £220 were spent on lights and thanked the Orchard Baptist Church (via HB) who donated the money. All other materials and pallets were found on site or provided by residents at no additional cost. Alex Lui said that it was hoped that the sculptures and lights could be stored and re-used in future years. The project was filmed by Grand Designs for the upcoming Season 2 of “Grand Designs : The Street”.

Alex Lui thanked everyone who took part in all the activities and helped to make them a success. He invited residents to register their interest if they wanted to get involved with the Events Working Group which was an open and unelected group. Interest could be expressed by dropping him a message on Facebook or by emailing gravenhillresidents@gmail.com

PS added his appreciation and thanks to Alex Lui and HB for leading the Events Working Group, especially during these challenging times, and all those who took part in the events. CC told the meeting that the calendar of events for 2021 was in the process of being drawn up and invited residents to contact Alex Lui or HB if there were particular events which they would like to see included.

ZO asked if the Events Working Group knew how many residents attended the Winter Trail and if we had any feedback. Alex Lui said that this information was not captured but that he was wondering if we should do a feedback survey to gather this information. ZO explained that she asked this question as it would be useful to have this information for future grant funding applications.

Action Point: Alex Lui to raise the possibility of a survey at the next EWG meeting

5. Results of Facebook poll on priority Graven Hill issues

PS provided the meeting with the results of a recent Facebook poll asking residents what was the number one issue they would like to see addressed at Graven Hill. The result was as follows:

Issue	Votes
Time frame for local shops and bar to open	45
Lack of pedestrian and cycle routes from Graven Hill	45
Speeding	8
Proposed Pioneer roundabout	5
Overgrown landscaping	5
Regular road sweeping and debris removal	3
Opening play areas	3
Site rubbish	2
People parking where they shouldn't	1

With regard to the time frame for local shops and the pub to open, PS confirmed that a statement was recently issued by GHVDC and published on the Residents' Association Facebook page and web site. PS assured the meeting that the Liaison Group would keep pressing for updates in future meetings with GHVDC and would publish any developments. PS explained that some timescales were outlined in the Section 106 Planning Agreement stating when certain community facilities needed to be provided, such as the Community Centre which was due to be provided within 500 home occupations. PS told the meeting that other issues were not so clear and were subject to commercial influences.

The question was asked how many occupied homes we had at the moment and PS thought the number was approx. 250.

PS invited all residents to contact the GHRA if they had any issues or concerns about any matters relating to our community by emailing gravenhillresidents@gmail.com

6. GHVDC Parking Issues

In the absence of HB, SK provided an update on the parking issues. He informed the meeting that GHVDC had placed an order to provide signage and carry out the marking of parking spaces to outline where residents can and cannot park. It was not known when this work would be carried out. There was no further information to add at the moment.

7. Vehicle Speeds

PS informed the meeting that volunteers from the GHRA and Events Working Group carried out numerous one-hour speed checks on Graven Hill Road and East Circular Road on various days and times in November using a speed gun provided by GHVDC. This showed that overall, 67% of vehicles observed the 20mph speed limit whilst of those who exceeded the speed limit, 4% were driving at 30mph or more. Data from the speed signs/camera on Graven Hill Road near the Rodney House roundabout was also provided by GHVDC and showed that 89% were travelling at less than 25mph. PS told the meeting that he had been informed that the mini roundabout near the flats would be repainted and that it was hoped that this would slow people down on that part of Graven Hill Road. Furthermore, there would be speed restriction signs painted on the roads. PS further mentioned that HB had observed significant speeding on East Circular Road and that this was an ongoing concern, particular as the speeding was observed near the new Swale play park which is yet to open.

PS informed the meeting that ZO had come up with the suggestion to join the Community Speed Watch programme which was provided free of charge in association with the local police force and he invited ZO to update the meeting. ZO explained that she had been in contact with the neighbourhood police officer for Graven Hill, Tom Bailey, who would let us know when he would be visiting the site to carry out an initial survey. We would be able to direct him to where we feel the problem areas were. He would then carry out speed checks and send friendly warning letters to the registered addresses of any speeding vehicles. Based on his analysis, we would then be able to make a judgement on whether we should take further action.

Questions were asked if the mini roundabout could be raised to reduce speeds further and bollards removed to enable residents coming from Rodney House Roundabout to turn right more easily. PS undertook to take these suggestions to the next Liaison Group meeting with GHVDC.

Action Point: PS to raise this issue with GHVDC at the next Liaison Group meeting.

8. Proposed Cycleways / Footpaths

8.1 PS informed the meeting that work was due to start in the Spring to provide a cycleway and footpath along London Road from Rodney House roundabout towards the Town Centre. He also informed the meeting that the GHRA had agreed to support a proposal to reduce the speed limit on London Road from 40mph to 30mph. A question was asked if there would be a pedestrian crossing near the underpass leading from Graven Hill to Langford Village. PS confirmed that this was marked on the plan which could be viewed on the GHRA Facebook page.

8.2 Cherwell Council had informed the GHRA that a feasibility study was to be carried out in relation to the construction of a walking and cycling route from GH to Tesco Extra / Bicester Avenue, running parallel to the A41 and utilising the tunnel which runs under the railway. Network Rail were currently reviewing the proposal and indicated that it would take a few months before they could report back to the local authority. Cherwell Council had promised to keep the GHRA updated on progress.

9. Process for residents to raise matters for the attention of the GHRA

PS said the easiest way to get in touch would be via email to gravenhillresidents@gmail.com

10. Any Other Business

The following issues were raised by residents:

- **Post box:** PS was able to tell the meeting that he had a site meeting with Royal Mail today to look at possible locations for a post box. It was decided that the corner near the mini roundabout would be a good place. PS said that he would now liaise with GHVDC to get their agreement on the location of the post box which could then be installed within the next six weeks.
- **When will there be walking access from the orchard area near Foundation Square to the main site?** PS said that he didn't know and suggested that in the first instance the question should be asked of Gemma Davis from GHVDC (gemma.davis@gravenhill.co.uk) .
- **Recycling facilities:** PS said that he didn't know if and when a recycling facility would be provided at Graven Hill but would put it on the agenda for the next Liaison Group meeting with GHVD.
- **Opening of park areas:** PS said that he didn't have an update beyond the announcement which was issued by GHVDC some time ago. PS agreed to chase again.
- **Landscaping and the orchard:** SK stated that landscaping used to be on the agenda of the Liaison Group meetings. We were told that a landscaping plan was in existence and that it was being followed. SK added that there were several areas which were neglected and overgrown with weeds. It was agreed to resurrect this subject at the next Liaison Group meeting.
- **FLTR coffee trailer:** The question was asked why the coffee trailer was no longer open. PS said that no official reason was known.

Action Points: PS to add the following items to the agenda of the next liaison group meeting with GHVDC:

- **Recycling facilities**
- **Opening of park areas**
- **Landscaping and the orchard**

11. Date of next formal committee meeting with residents presents: Wednesday 7th April 2021

The meeting ended at 8:25pm

Signed as a true record: Philip Sore, Chair _____

Date: _____