

BULLINGDON COMMUNITY ASSOCIATION Trustee Meeting 9th June 2026

Attending. Barbara Bryant, Pat Kennedy, Trevor Kimber, Frank Holliday, Richard Bryant, Tom Crook, Mary Woolliams, Terry Smith, Councillor Judith Harley, Councillor James Thorniley.
Apologies. Chris Perks.

(1) The minutes of the May meeting were read and approved. One correction – the donation from the Creative Writing Group was for £40 not £30.

(2) Matters Arising. Congratulations were recorded for Steve Woolliams following his recent appearance on ‘Gardeners World’ (BBC 2)

(3) Lets. Otis has reported that the income from lets during May was: regular lets - £1,473.00; party/events - £658.50; one-off lets by groups - £99.00. Total income - £2,230.50.

Barbara reported that there is still a ‘small chance’ of re – starting Toddler Group or of another group taking over the Wednesday session. It was agreed that plans should be reviewed after the summer school holidays.

(4) Finance. Trevor reported that the income for May was £2,648.50 and the expenditure was £2,895.92, a deficit of £247.42. A donation of £100 has been received from the Repair Café.

There are no grant applications being made at the moment.

(5) Correspondence. Richard reported that the BCA have affiliated again with the Oxford Council for Voluntary Action (OCVA). Our previous affiliation lapsed during the period when the community centre was being redeveloped.

(6) Health and Safety. City Council Property Services have responded to our concerns. Oxford City now has their own

specialist staff for fire issues who will check the smoke stops on the atrium doors. They are in the process of setting up contracts for both guttering and solar panels which will include checking out that our system is working properly. Many thanks to the City Council.

Barbara circulated a revised Fire Risk Assessment in the light of the automatic closures on the fire doors leading into the atrium. Groups organisers carry the responsibility of acting as a Fire Marshall for their group should a fire occur because Bullingdon has no Fire Marshall present in the building most of the time. She thinks this should be made clear in our Conditions of Hire Form. This was agreed. She has also started doing Fire Drills with all our regular groups to ensure the organisers know what to do in the case of a fire, starting with groups which include children or adults with learning difficulties. She and Otis will try to complete these before the summer holidays and thereafter do monthly fire drills. One of them will attend the Fire Marshall training put on by OCVA in September. Barbara was thanked for her work on this.

(7) Present Activities. Mary reported that there had been a good attendance at the May Community Lunch and for the talk by 'Silvertime Legal'. There will be a full programme for the June event this Friday (12th) – a class on flower arranging run by Abingdon and Witney College, followed by the Community Lunch and then a talk on the 'Birds of Lye Valley' by Tom Bedford.

Richard reported that the monitoring survey for the grant from the 'Connected Community Fund' (County Council) should be completed soon. The survey involves the people attending the Community Lunch, the Abingdon and Witney Colleges classes, the Creative Writing Group and the Repair café.

The audit of who uses the community centre and their place of residence is proving more challenging, mainly because a number

of our regular groups and activities do not keep post code records of their members. The audit is funded by part of the grant we received from the 'Community Profile' fund.

The new leaflet about Bullingdon is back from the printers and is ready for distribution. Thanks were recorded to Tom for his work in sorting out the printing of the leaflet and to Gill Breeze for her work on preparing the text and design for the leaflet. The subgroup which was responsible for the production of the leaflet will meet soon to sort out a plan for distribution, which will involve door to door deliveries in the Churchill and Lye Valley wards, Volunteers are needed!

(8) Future Plans. Barbara reported that Modern Art Oxford (MOA) will be running a workshop at Bullingdon for children and families during the school holidays on Wednesday 29th of July. More details and publicity material will be available soon.

Following a suggestion from Richard, it was agreed that the BCA should apply to join 'Headington Action' in order to strengthen our links with other organizations in the area.

The Community Association AGM will be held on Thursday 12th of November at 7.30pm in the rear hall of the community centre.

(9) External Matters

Richard reported that 'Healthwatch' could be abolished under the Government's proposed 10 Year Health Plan. It was agreed to raise this issue at the next meeting of the 'Wood Farm Health and Well Being Partnership'.

A.O.B. No issues raised.

Date of Next Meeting Tuesday 14th July at 7.30pm.

RB/BB 10/6/2026