

**Shotover Users Group**  
**Wednesday 22<sup>nd</sup> June 2011 at 6.35pm**

| Name                | Representation  |
|---------------------|---|
| Stuart Fitzsimmons  | Oxford City Council Parks & Open Spaces Manager                 |
| Michelle Legg       | Oxford City Council Parks Development Officer                   |
| Dr Rebecca Tibbetts | Natural England   |
| Cllr Mark Lygo      | Labour Party & City Executive Board Member for Parks and Sports |
| Cllr Graham Jones   | Liberal Democrats Party & Shadow Member for Parks and Sports    |
| Cllr Nuala Young    | The Green Party   |
| Julia Kidd          | Horse Riders  |
| A Drummond          | Oxford City Council Events Officer                              |
| Nigel Fisher        | Oxford University & Trees                                       |
| Neville Baker       | Headington Road Runners & Orienteering                          |
| John Kentish        | Attending in place of Matt Morton                               |
| Wendy Austen        | Residents of The Ridings  |
| Julia von           | Residents of The Ridings  |
| Martin Harris       | OCNF & Horspath Parish Council                                  |
| <b>Apologies</b>    |   |
| James Dixon         | Oxford City Council Horticultural & Landscape Manager           |
| Cllr Matt Morton    | Green Party   |
| Denise Dane         | Oxford Geology Trust  |
| PC Paul Gregory     | Thames Valley Police  |
| Nina Sperink        | BTVC  |
| Ian Dudley          | Dog walkers   |
| Gary Clark          | Oxford City Council Countryside Ranger                          |
| Debbie Dance        | Oxford Preservation Trust                                       |
| Huxley Cowen        | Shotover Preservation Trust                                     |
| Mike Tait           | Oxfordshire Athletics Association                               |

  

| Point             | Discussion  | Action |
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| Welcome           | SF welcomed all to meeting. Minutes from last forum had been circulated. Copies to be available at <a href="http://www.oxford.gov.uk">www.oxford.gov.uk</a> .   | ML     |
| Focus for meeting | To discuss terms of reference for the group.<br>Ideas discussed 'consultative body for major decision and the creation of the management plan'<br>Decisions will take on board the combination of views that will help to meet SSSI recommendations.  |        |
| <b>Trees</b>      | How will we deal with tree management to eliminate conflicts?   |        |
| M Harris          | Group and the representatives to consult with wider public to why we are taking certain measures.   |        |
| N Young           | Remit will be to get the balance right between grassland, hedge and trees and restrict the environmental damage.  |        |
| J von Hauenschild | Some silver birches are restricting views and vistas from the hillside.   |        |
| G Jones           | Shotover is a managed site and not a wilderness, this message needs to reach all users.   |        |
| R Tibbetts        | The SSSI recommends that the area of open space be increased from the current 1 hectare to between 5 and 10.  |        |
| M Harris          | This is not just one area but joining several together with green corridors for flora and fauna.<br>Rebecca showed 3 overlays from 1940's through to 2006 highlighting the expansion of secondary scrubland and the areas that could be reinstated as acid grassland. This would involve removing some trees (a small proportion),. |        |
| R Tibbetts        | Could these areas be ones where the views have become obscured by mature/semi mature trees?   |        |
| R Tibbetts        | This would depend on soil samples and the age of the trees.   |        |
| M Harris          | Could acid grassland be achieved at the bottom of the hill?   |        |
| R Tibbetts        | The bottom 'flushes' are quite boggy and would be benefit from further management identified within the management plan.  |        |
| N Fisher          | Similar projects have been undertaken across the City, including Cumnor Hurst, may be worth the group looking at this in more detail.   |        |

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| <p><b>Consultants</b></p>                 |   |              |
| <p>R Tibbetts</p>                         | <p>Compiled a list of 10 preferred contractors with the skills and knowledge to deliver. The procurement of the contractor will be made following City Councils procedures. Consensus was for one meeting to take place with the contractor where all user group representatives were present.</p>  |              |
| <p>M Harris</p>                           | <p>We hope that this would be the next meeting of the user group.</p>   |              |
| <p>R Tibbetts</p>                         | <p>Could a briefing paper be given to the contractors at the start?<br/>Will this be an ideal plan or economic plan</p>   | <p>RT,ML</p> |
| <p>S Fitzsimmons</p>                      | <p>Had already drafted a brief paper, copy of this and the contractors list to be circulated with minutes.</p>  |              |
| <p>A Drummond</p>                         | <p>The management plan will be for the benefit of Shotover, resources will be looked at after the management plan has been written with investigations into other funding streams, volunteer work.</p>  |              |
| <p>S Fitzsimmons</p>                      | <p>Will the group have a say on the appointment?</p>  |              |
| <p>M Lygo</p>                             | <p>Yes.</p>   |              |
| <p>R Tibbetts</p>                         | <p>What is the timeline for the management plan?</p>  |              |
| <p>Mark Lygo</p>                          | <p>The grant initially for 1 year, but will apply for extension into 2yr.</p>   |              |
|   | <p>Would be beneficial for the group to meet the consultant on site soon after next meeting to physically identify issues.</p>  |              |
|   | <p><b>Properties</b></p>  |              |
| <p>J Kentish</p>                          | <p>What is happening with the two vacant properties? Could they be used to help the public get the best out of the park?</p>  |              |
| <p>S Fitzsimmons</p>                      | <p>Needing further investigation</p>  | <p>SF</p>    |
|   | <p><b>Communication</b></p>   |              |
| <p>G Jones</p>                            | <p>Need to work with communications team to send targeted media and messages to wider programme makers, magazines etc.</p>  |              |
|   | <p><b>Meetings</b></p>  |              |
| <p>J Kentish</p>                          | <p>Need to promote meetings.</p>  |              |
| <p>S Fitzsimmons</p>                      | <p>Previous meetings have been open forums, but there is a need to have manageable group to take things forward.<br/>This meeting asked for 1 representative from each user group and invites were sent to these contacts, so no further promotion was needed. Minutes will be available to the wider public.</p>   |              |
| <p>R Tibbetts</p>                         | <p>Identify which user groups were not represented at this meeting as Shotover Wildlife did not seem to be represented.</p>   |              |
| <p>M Legg</p>                             | <p>Shotover Wildlife, Butterflies, OUWG, hydrology, bird spotting, entomology, Wheatley Parish Council, Extreme Sports, Highfield Residents &amp; Allotments as not being represented. Anyone wanting to represent one of these groups or knows of any missing please contact parks.</p>  | <p>ALL</p>   |
| <p>S Fitzsimmons/<br/>All Councillors</p> | <p>SW have been invited to the meetings and we are working at all levels, including Councillors to resolve outstanding issues with SW. Minutes and invites will continue to be sent to the contacts we have.</p>  | <p>SF</p>    |
| <p>N Fisher</p>                           | <p>We need to have a constitution and a chair and vice chair.</p>   |              |
| <p>S Fitzsimmons</p>                      | <p>This may alleviate any potential bias.</p>   |              |
| <p>S Fitzsimmons</p>                      | <p>Had suggested OCC to lead for the first year, but open to nominations for the posts. To be discussed at next meeting<br/>Draft Constitution to be circulated with minutes.<br/>We have been approached by several people who are not currently representing a section of the parks users and asked the groups views on inviting them to attend.<br/>Consensus was that they could attend for sections of the meeting, but need to keep the group at a manageable size.</p> | <p>ML</p>    |
| <p>M Harris</p>                           | <p>Comments can be fed back to the group using the normal channels.<br/>Could the date, time location of the meeting be sent out 1 month beforehand, and the agenda 2 weeks beforehand?</p>   |              |
| <p>S Fitzsimmons</p>                      | <p>This is feasible. Asked for views on the time of the meeting.<br/>6.30pm seemed reasonable time for the group.</p>   |              |

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|  | Meeting ended 7.45pm |  |
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