



WNF Steering Committee

Draft minutes of a meeting on 14 May 2024 at 7.30pm

In attendance: John Bleach, Paul Buckley, Tony Dale, Richard Lawrence-Wilson, Andrew Siantonas, David Stone, Cllr Steve Goddard.

1. Apologies

Mary Brown, Cllr Jo Sandelson, Cllr Andrew Gant

2. Declarations of interest

PB as Governor of Wolvercote Primary School (item 5.2).

3. Minutes of previous meeting on 17 April 2024

It was agreed the sentence referring to TD in the Declarations of Interest should be deleted. Subject to this correction, the Minutes were agreed as a true record of the meeting.

4. Matters arising from the Minutes

Item 6.2: (1) Oxford North, Building B: on further inspection, MB had found that the height of the Oxford North building B was within the approved height limit, so no WNF objection had been submitted. (2) 52 Ulfgar Road: as no objections had been received from neighbours it was agreed not to submit an objection from WNF SC.

5. CIL

5.1 Updates from previous rounds

The Scouts' hut application for lighting had been submitted to the Council – there was no further information: the Guides would be contacted to enquire whether monies had been paid. Payment for Davenant Road plans had gone through. White Hart quotes had been received.

5.2 Spring Round 2024 Decisions

The meeting was disappointed that only 4 comments had been received from the public consultation, on all the applications. However, the comments were all either neutral or in support of applications approved below.

1. Wolvercote Tree group: it was agreed to approve £7975 for fencing, from the lower of the two quotes provided.
2. Wolvercote bellringers: it was agreed to approve £1800 for the simulator upgrade. One quote was considered sufficient, as it was mainly for hardware of known fixed costs.
3. Cutteslowe Allotment Association "Allotment to Larder" project: it was agreed to approve £2309, subject to receipt of a quote consistent with this, to cover labour

and material costs. The Association would be asked to provide assurance that security for the shed would be ensured. It was noted that future CIL requests would normally be subject to a contingency limit of 10%.

4. Wolvercote Primary School bike sheds: PB stood down from Chair for this item, as he is a school governor, and took no part in discussions. JB took over the Chair. It was agreed to approve a contribution of £10,000 towards the full £25,000 cost, on the understanding that it was the school's responsibility to determine whether planning consent is required.
5. Baptist Church Hall renovation costs: although the proposal was agreed in principle, it was also agreed that approval could not yet be given, as quotes had not yet been received, and the amount of funding required was unclear.
6. WYPC central heating boilers: it was agreed that, to ensure value for money, approval of the £18400 required would be given only after assurance had been received that usage of the building would continue for at least a reasonable term (e.g. 5 years).
7. CSW CAG rental of lock-up garage: it was agreed that this application could not be approved, as its purpose (support for rental payments) fell outside the remit of CIL expenditure (support for new infrastructure). The applicant would be invited to discuss other ways in which WNF could support the project.
8. WYPC EV charger extra costs: it was agreed to approve the £600 required.
9. Cutteslowe Greenhouse surveys: it was agreed to approve £4722 for the condition surveys required.
10. Wolvercote WI display cabinet: it was agreed to approve £1287 as requested, and not to require a second quote in this case.
11. Cutteslowe Community Association storage, gazebo and disco lights: it was agreed to approve the £1220 requested, but only when at least one quotation for the required work had been seen.
12. Davenant Road traffic calming: it was noted that approximately £50k would be needed to implement the measures proposed, but no funding was being requested in this CIL Round.
13. Wolvercote Cricket Club improvements to changing facilities: it was agreed to approve the £7756 requested.
14. Wolvercote Cricket Club park benches x 5: it was agreed to approve £9000, as requested.
15. Wolvercote and Wytham Midsummer Festival games equipment: it was agreed to approve £270.
16. Wolvercote and Wytham Midsummer festival sound equipment: it was agreed to approve £2982.

5.3 Autumn Round 2024 schedule

It was agreed to launch publicity on 29 July, with a deadline for applications of 16 September. Other dates of the CIL Autumn Round would be agreed at the next SC meeting, on the basis of suggestions from the CIL team. It was expected that CIL decisions would be ready in time to report them at an AGM in November (see Item 10).

5.4 Development of a CIL strategy

It was agreed to defer further planning to the June meeting. TD and JB emphasised the need for more support for their work on CIL applications, with Suzy about to leave the committee. They suggested they might both be standing down before long. It was

agreed there is an urgent need for new blood on the committee, and this should now be a high priority in our publicity. All SC members were urged to ask local groups and contacts for names of potential co-optees: e.g. community groups who have received funds from CIL.

6. Local public consultations

- 6.1 WNF re-designation application: it was agreed to publicise the City Council public consultation on this (deadline 3 June) on the WNF website.
- 6.2 Consultation on OCC's Woodstock Road proposed changes (deadline 5 June): current proposals mostly concerned the portion of the road outside the WNP area. The only aspect not favourable to our WNF residents was removal of the bus stop near Wolvercote roundabout, but this was said by bus companies to be little used. It was agreed not to respond as WNF.
- 6.3 Other public consultations since the last meeting: a list had been circulated. It was agreed not to submit responses to these.

7. Wolvercote and Wytham summer festival

JB had asked for a WNF stall in WVH on 22 June, and offered to provide display boards to support graphics. It was recognised that there would need to be sufficient SC volunteers to attend the display through the day. AS, JB and RLW volunteered, but more help would be needed. PB would circulate the whole committee to ask for help. An outstanding question was what new graphics were needed: it was agreed desirable to have an image of the Wolvercote Mill, and another illustrating in some way the CIL projects funded, e.g. on a map of the WNF area. Planning would be finalised at the June SC meeting.

8. WNF General meeting 10 July

As agreed at the April meeting, the emphasis of this meeting would be primarily on Wolvercote Neighbourhood CIL, including consideration of the longer term and development of a Wolvercote CIL strategy. In addition, there would be items of particular interest to the east side of the WNF area: it was agreed to ask Joe Shuter – manager of North Oxford Association – to see if he could talk about plans for Cutteslowe Park pavilion.

9. Review of Neighbourhood Plan: Green Spaces and Biodiversity

There was insufficient time to take further the review of the Neighbourhood Plan at this meeting. It would be continued at future meetings.

10. WNF SC Operational Matters

10.1 People

The urgent need for more committee members had been discussed under item 5.4.

10.2 Money

RLW had produced an illustrative base budget for WNF administration costs, in a scenario where there was full communication with the community about WNF activities including the availability of CIL funds. His estimate was in the order of £6500 per year. It was agreed this demonstrated that a source of funding was needed urgently. The substantial CIL funds expected to become available to Wolvercote in the next few years, made it especially important to communicate as effectively as possible with the WNF community. SC members expressed concern that, at present, this was being prevented by a lack of resources, since WNF had no source of income. It was agreed this situation is unsustainable and Oxford City Council should be approached, to request the use of CIL funds for this purpose.

10.3 Communication with members

Because of shortage of time, this matter was deferred to a future meeting.

10.4 Dates of future meetings

It was agreed to move the date of the next SC meeting from Wednesday 5 June to **Tuesday 11 June**. Planning of further SC meetings would be decided at the next meeting, depending on scheduling of the CIL Autumn Round 2024. PB had investigated the availability of venues for an AGM in November, and had found WVH to be unavailable on acceptable days of the week. After discussing several other possibilities, it was agreed to hold the AGM at Cutteslowe Community Centre on Wednesday 20 November.

11. Any Other Business

PB had submitted an article from WNF, written mostly by TD, to the June 2024 issue of Flying Goose. Its emphasis was on CIL, and mentioned the WNF public General Meeting planned for 10 July, with CIL prominent on the agenda, and the next CIL deadline for applications of 16 September. In addition, it invited volunteers to join the committee.

Date of Next Meeting

Tuesday 11 June 2024

The meeting closed at 10.30pm

AS/PB