



WNF Steering Committee

Draft minutes of a meeting on 11 June 2024 at 7.30pm

In attendance: John Bleach, Mary Brown, Paul Buckley (Chair), Tony Dale, Richard Lawrence-Wilson, David Stone (from 8.30pm), Cllr Andrew Gant, Cllr Jo Sandelson.

1. Apologies

Andrew Siantonas, Cllr Steve Goddard

2. Declarations of interest

There were none.

3. Minutes of previous meeting on 14 May 2024

The Minutes were agreed to be a true record of the meeting.

4. Matters arising from the Minutes

Item 6.1: PB reported receiving information from Oxford City Council, that WNF's re-designation would be decided at a meeting of the Council's Cabinet on 10 July, and that the recommendation of officers was for Cabinet to agree the re-designation.

Item 6.2: PB would be attending the final County Council meeting of stakeholders of the Woostock Road improvement project on 13 June. It was agreed that he would again argue for not removing the most northern south-bound bus stop, because of the inconvenience it would cause to some WNF residents.

5. CIL

5.1 Updates from previous CIL rounds

After further consideration by the applicants, the White Hart pub had substantially revised their application for CIL funds submitted in the CIL Autumn Round 2023, to enable a more substantial kitchen refurbishment than previously proposed. JB reported on the explanations he had received from the pub for this change of plan, and the quotations received. After discussion, it was agreed to approve the sum of £45183 requested in the revised application.

5.2 Update from CIL Spring Round 2024

JB explained the current situation in relation to the 16 submissions considered at the SC meeting on 14 May. Six had been submitted already to the City Council. A further five were to be submitted shortly, including the application from WYPC; the assurance required from WYPC, referred to in item 5.2 of the Minutes from 14 May, having been

received. AG confirmed that Oxfordshire County Council, as landlord, had no intention to limit WYPC's use of the building during the period of the current lease. Of the remaining applications: further clarification was awaited from the Baptist Church; and quotations were awaited from Cutteslowe Community Association and Wolvercote Cricket Club. It was agreed that the only application that could not be approved, from CSW CAG, would be responded to expressing the hope of finding other means by which CIL funds could help meet their needs. The submission concerning Davenant Road traffic calming was noted, but did not constitute an application, so contained nothing to submit to the Council at this stage.

The committee thanked JB and TD for the large amount of work they had committed to processing this round of CIL applications. Since the number of CIL applications was expected to grow even further in future rounds, it was agreed to be an urgent priority to find more volunteers to help with this aspect of WNF's activity. It was also agreed that there was scope for being stricter with applicants in requiring them to provide all information required on the application form (e.g. quotations) before the application deadline, in order for applications to be considered.

5.3 Scheduling of CIL Autumn Round 2024.

Decisions made at the meeting on 14 May were confirmed: publicity would be launched on 29 July, with a deadline for applications of 16 September. The following further dates were agreed.

SC meets for preliminary consideration of applications: 24 or 25 September.

Publication of the applications: 7 October, with deadline for comments 24 October.

SC meets to make decisions on applications: 5 or 6 November.

Decisions communicated to applicants: 11 November.

5.4 Progress on developing a CIL strategy

There was further discussion of some of the ingredients needed in a CIL strategy appropriate to the particular situation in the WNP area. It was agreed two important factors to be accommodated were:

- (1) the likely time-sequence of the rate at which CIL becomes available, increasing rapidly initially, peaking and then falling again over a 10-15 year period;
- (2) the substantial growth in size of the WNP area that will become populated during this period, and the need for care to ensure sufficient CIL funds generated by the new developments remained available to meet needs of the new settlements created.

It was agreed that, at the public meeting on 10 July, residents would be encouraged to give their views on a strategy for spending of CIL.

6. Wolvercote and Wytham summer festival

JB noted that the WNF presence would be a table at the WVH, without display boards on this occasion. But A3 graphics prepared previously would be available illustrating WNF activities (local developments and CIL-funded projects), together with a copy of the Wolvercote Neighbourhood Plan to refer to. The aim would be to stimulate discussion and interest in WNF activities with residents. It was agreed to provide a WNF presence from 12

noon to 4pm. JB would set up just before 12 noon and take down at 4pm. MB and RLW volunteered to be in attendance from 12noon to 2pm. They would consult AS and KK on who would be in attendance 2pm to 4pm.

7. WNF General meeting 10 July at 7.45pm

Cotteslowe Community Centre had been booked for three hours for this meeting. It was agreed the booking should be 7pm to 10pm. Further details were agreed as follows.

- **Publicity:** the meeting was already mentioned (a) on the WNF website and (b) in the June 2024 Flying Goose. In addition there would be (c) a Mailchimp emailing (JB would arrange this), (d) posters (JB would order them, PB would provide JB with some possible poster designs), (e) Facebook posting (KK would be asked to arrange this). There would be no leaflets, but there would be more posters than usual: e.g. 30 (JB to decide final number based on cost) used on informal sites (e.g. telegraph poles) in addition to notice boards. Posters would be put up 2-3 weeks in advance, so would be needed by about 19 June.
- PB would arrange with CCA to check out the new projection equipment and how to use it well before 10 July, jointly with DS and TD. [Now arranged for 2pm on 28 June].
- The aim would be to combine all graphics for projection into one PowerPoint file. PB would provide the laptop if needed with the projection equipment, and TD would provide a back-up laptop. Speakers would be asked to provide any graphics in the form of PowerPoint slides.
- **Content of the meeting:** the primary focus would be on CIL, but there would also be mention of new and potential community facilities (Cotteslowe Greenhouse? CCA? NOA? to be invited), and a (very) brief update on local developments.
- The aim throughout would be to keep speaking brief enough to ensure adequate time for audience participation.
- The target would be to end the meeting by 9.30pm.
- **Refreshments:** PB would invite Wolvercote WI to be present to provide 'light refreshments' from the CCC kitchen, similar to what they did at WVH for the AGM in November 2023. [They have agreed].

8. Local public consultations

8.1 Update on Water Eaton (PR6a) Planning Application

There was no time to consider this. [Added after the meeting: KK had spoken on WNF's behalf at the CDC planning committee meeting on 6 June 2024. The Environment Agency had submitted a last minute objection, based on the current inadequacy of Thames Water's local sewage treatment capacity. Subject to CDC being able to resolve this by means of applying conditions, it gave outline planning permission].

8.2 Planning Application 24/01134/DW56 (80 Sunderland Ave).

It was agreed to submit an objection to this, on the grounds that the proposed 3-storey design was grossly out of character with other homes in the same row along Sunderland Ave. MB would prepare a draft.

8.3 Planning application 24/01117/FUL (6 Home Close).

It was agreed the proposed design threatened overlooking of neighbours, and WNF should object if neighbours objected. So far, none had.

8.4 Other public consultations that appeared since last meeting

It was agreed 'no comment' to the other consultations in the list previously circulated.

9. Review of the Neighbourhood Plan: Green Spaces and Biodiversity

There was no time available to consider this further, but SC members were encouraged to continue assessing the Plan, to identify areas needing change when the Plan is reviewed.

10. WNF SC Operational Matters

10.1 Recruitment campaign

PB reported that the recruitment campaign was under way: it was referred to on the website; it was referred to in the WNF's June 2024 Flying Goose article; it would be referred to at the public meeting on 10 July. KK would be asked to refer to it on Facebook. PB had drawn it to the attention of Wolvercote WI and Wolvercote Primary School governors. TD agreed to mention it to the other organisations on his list. Members were encouraged to mention it to potential co-optees at every opportunity.

10.2 Money

It was agreed to defer approaching the City Council until re-designation was in place. It was also agreed that, for the time being, SC meetings would be held in members' homes where possible, to save the costs of room hire.

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 the next two scheduled meetings of the SC would be those fitting the CIL Autumn Round 2024 (see item 5.3). PB would suggest specific dates. As decided previously, the AGM would be at Cutteslowe Community Centre on Wednesday 20 November. There would also be an SC meeting on 10 December, but only if needed.

11. Any Other Business

There was no other business.

The meeting closed at 10.30pm

Date of Next Meeting: Wednesday 25 September 2024

PB