

**APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT  
FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA**

**2021 Round 1**

<p><b>TITLE</b> Short title by which the project will be known</p>	<p>Lower Wolvercote playground improvement</p>
<p><b>PROJECT APPLICANT(S) &amp; CONTACT DETAILS</b> Name of person (not organisation) who has initiated the project, with email &amp; phone number</p>	<p>Tim Hopkins</p>
<p><b>APPLICANT ORGANISATION</b> Name and type of organisation and, if applicable, charity number</p>	<p>The Wolvercote Commoners Committee Charity Number 254695</p>
<p><b>OUTLINE PROJECT DESCRIPTION</b> Short description so others not associated with the project can understand its purpose and scope. Include aims &amp; objectives, and expected beneficiaries (max 150 words)</p>	<p>Our goal is to add more exciting play equipment into lower Wolvercote playground. The playground is extremely well used and plays a central part in our community. With the growing number of children in our area it would benefit us to have more equipment for the children to play on. We would seek to add in some more equipment that would serve both older and younger children to broaden the appeal of the park to the community using it. It would benefit existing residents of Wolvercote and our new residents at Wolvercote Mill.</p>
<p><b>MAIN TASKS</b> A list of the main tasks and, if appropriate, an initial project plan with timescales</p>	<p>I would like to consult the local community on the new design and let them have their say on which design is most popular. Once we have approval for the funding I could start laying out a timeframe with the local council and the playground manufacturers to carry out the installation work. Taking into consideration of the production times to make the play equipment, I predict that we would be able to install in the first half of 2022.</p>
<p><b>STAKEHOLDERS &amp; DETAILS OF CONSULTATION</b> (e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>We are having discussions with the council who are in charge of the park. On 23<sup>rd</sup> September 2021 we had a meeting with Julian Cooper, Countryside Supervisor from Oxford City Council who looks after all the parks in Oxford, and we have his support.</p>

<p><b>RELEVANCE TO THE NEIGHBOURHOOD PLAN</b></p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>This project enhances our neighbourhood by giving the children in our community a more exciting play area at the heart of our village. Where the park is situated is between the new buildings on the Mill site and the existing houses in lower Wolvercote. It is a perfect meeting place for the new children and families to become friends with the children and their families who live here already.</p>
<p><b>CONSENTS REQUIRED</b></p> <p>Are any legal consents required before the project can go ahead (e.g. from a Council department such as Highways, Planning, Building Control, or other statutory organisation)?</p>	<p>As this is a public park we will need to work with Oxford City Council to make sure it complies with all the health and safety regulations. Julian Cooper is happy to work with us and do any ground work on the play area that needs doing to comply with safety regulations. It is on common land, and we have support of the Commoners' Committee.</p>
<p><b>FINANCE</b></p> <p>How much will this project cost in total? What proportion is being sought from CIL funding? What other sources of finance are being pursued? Are you seeking matched funding? What will the CIL grant be spent on?</p> <p>PLEASE INCLUDE COPIES OF COST ESTIMATES (Two quotes are needed for applications for more than £1000.)</p> <p><i>[WNF note: three quotes were supplied: not marked as "confidential" so are included below.]</i></p>	<p>We are looking at different designs for the play area. So the total amount we are looking for will vary slightly depending on the quote. Julian from Oxford City Council recommends that we try and maximise the CIL money On play equipment and he will do the ground work, safety flooring and installation if needs be. This cost would come from the Oxford City Council Parks budget. Doing it this way means we maximise our projects outcome.</p>
<p><b>MAINTENANCE</b></p> <p>How will the outputs of the project be maintained and by whom? Please note that CIL grants cannot be used to cover ongoing costs.</p>	<p>Oxford City Council already does the maintenance on our park and this would continue. This will include any new equipment that we put in as it will have to be approved by them before any installation is done.</p>
<p><b>RISK ASSESSMENT</b></p> <p>Are there any financial or other risks to the completion of this project?</p> <p>Are there any safety issues associated with the project?</p>	<p>There are no financial risks to completing this project.</p> <p>The companies we will be using to supply the play equipment will have health and safety risk assessments for their equipment. Also once installation has been done there will be an independent risk assessment carried out to sign off the new equipment is safe. Alongside</p>

	working with the Oxford City Council who will have their own procedures in place as well.
<p><b>MONITORING AND REPORTING</b></p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>I have two young children and their friends who will be using the play area frequently over the next five years and I will be able to see how successful the new equipment is over that time. I'm pretty sure that adding more equipment could only be a benefit to the park.</p>
<p><b>OTHER COMMENTS OR INFORMATION</b></p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>The final design and purchasing of play equipment may vary slightly from the quotes given. As I consult the local community further we may find alternatives that are more popular. Also working with the Oxford City Council we may find that the design has to change slightly. But the outcome will be the same new and improved equipment in lower Wolvercote playground. If any changes did need to be made they would not exceed the budget of the quote already submitted.</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to <a href="mailto:wolvercotenf@gmail.com">wolvercotenf@gmail.com</a></p>	



## QUOTE

VAT Registration Number  
GB560027180

**Quote Date**                      **Quote Number**  
28-09-2021                      CP0622-BW-REV1

Wolvercote Commoners Committee  
137 Godstow Road  
Wolvercote  
Oxford  
OX2 8PG

Qty	Item	Description	Unit £	VAT	Total
1	JIGX301	DISCOVERY	£8,160.00	20.00%	£8,160.00
1	BES101	Delivery	£408.00	20.00%	£408.00
			<b>NET</b>		<b>£8,568.00</b>
			<b>VAT</b>		<b>£1,713.60</b>
			<b>GROSS</b>		<b>£10,281.60</b>

-Price is for **Supply Only**

-Plastic colouring to be advised between Green, Blue, Yellow or Red

-Prices exclude VAT

-Payment prior to manufacturing

-Terms and Conditions apply

# QUOTATION

Tim Hopkins  
OX2 8PG

**Date**  
30 Sep 2021

**Expiry**  
30 Oct 2021

**Quote Number**  
QU-3543

**Reference**  
Trim trail 3

**VAT Number**  
862866385

Active Garden Ltd  
Brookhouse Farm  
Leys Lane  
Bircher, Leominster  
Herefordshire, UK  
HR6 0AY  
Tel: 01568 782241  
Email:  
info@activegarden.co.uk

## Playground equipment

Dear Tim,  
Thanks for contacting us to quote for equipment for the village playground.  
We have included in the quote the Trim Trail 3, with steel feet, including delivery.  
The Toddler tower can have different accessories, however, there are some that are more expensive, as long as you choose ladder, rock wall, or left-right climber, the price will be £ 1500+VAT including delivery and installation  
I hope this is of interest, please don't hesitate to contact me if you need further information.

Kind regards,  
Marianela Smith

Description	Quantity	Unit Price	VAT	Amount GBP
Trim trail 3 Consists of: Sloping Balance Walk x2 Suspension Bridge Log Snake Log Roll 200mm Stepping Logs Burma Bridge Log Snake Weaver see information attached Excludes installation or delivery	1.00	4,603.00	20%	4,603.00
Steel feet for Trim Trail 3	1.00	1,857.00	20%	1,857.00
Delivery for Trim trail 3	1.00	300.00	20%	300.00
Single Toddler Play Tower WITH INSTALLATION with slide and 2 accessories- 150x150cm - 60cm CFH 1st Accessory: Ladder 2nd Accessory: Rock Wall Slide colour: Green Installation onto grass included.	1.00	1,500.00	20%	1,500.00
			Subtotal	8,260.00

TOTAL VAT 20%	1,652.00
<b>TOTAL GBP</b>	<b>9,912.00</b>

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#### Terms

This quotation is valid for 30 days.

Payment with order unless otherwise agreed with Active Garden Ltd.

Payment methods: BACS transfer, or Credit/Debit cards. If paying by cheques, the cheques will need to clear before any delivery/installation.



# QUOTATION

Tim Hopkins  
OX2 8PG

**Date**  
29 Sep 2021

**Expiry**  
29 Oct 2021

**Quote Number**  
QU-3542

**Reference**  
Trim Trail Items

**VAT Number**  
862866385

Active Garden Ltd  
Brookhouse Farm  
Leys Lane  
Bircher, Leominster  
Herefordshire, UK  
HR6 0AY  
Tel: 01568 782241  
Email:  
info@activegarden.co.uk

## Adventure Trail items for Playground

Dear Tim,  
Thanks for contacting us to quote for adventure trail items for your playground.  
Please find below individual prices and a delivery cost of all of them to OX2.  
We have also quoted installation price which already includes delivery charge of the items, as we will collect from the manufacturer and deliver to you.  
There is also a skip charge if you have nowhere to dispose of the soil on site.  
Delivery time for items is around mid January at the moment.  
Steel feet are an option, in case you would like to order those, I have put them separately.  
They are useful if the equipment is on grass and damage can be caused to the timber with streamers or lawnmowers.

I hope this is of interest,

Kind regards,  
Marianela Smith  
Active Garden Ltd

Description	Quantity	Unit Price	VAT	Amount GBP
Stepping logs 200mm diametre x 4 Eva 15	1.00	204.00	20%	204.00
Double sloping balance weave Eva15	1.00	729.00	20%	729.00
Burma Bridge Eva 15	1.00	900.00	20%	900.00
Slalom rope Walk Eva 15	1.00	678.00	20%	678.00
Log roll with drop ropes Eva 15	1.00	1,053.00	20%	1,053.00
Steel feet for all items above	1.00	1,586.00	20%	1,586.00

Description	Quantity	Unit Price	VAT	Amount GBP
Delivery to OX2 - if not installed by us. You need to provide unloading facilities	1.00	280.00	20%	280.00
Installation service including materials for concreting into the ground. If we carry out the installation work, there are £ 200 included so we collect from the manufacturer and take the equipment to site.	1.00	2,335.00	20%	2,335.00
Skip to dispose of soil if you haven't got an area on site	1.00	280.00	20%	280.00
			Subtotal	8,045.00
			TOTAL VAT 20%	1,609.00
			<b>TOTAL GBP</b>	<b>9,654.00</b>

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