

**APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT  
FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA**  
Spring 2023 Round 3

1. Please read the "Guidance Notes for WNF CIL Funding Applications"
2. The sections of this application form may be used flexibly to provide additional information where necessary. Not all sections will be relevant to all projects, and you may leave these blank.
3. Applications will be assessed by the WNF Steering Committee, taking account of the following criteria; applicants may wish to include supporting information regarding their project's fit to the criteria.
  - Location within or serving the WNF Community
  - The recipient operates as a recognised body with a nominated bank account
  - The project has agreement in principle from the property or asset owner
  - Value for money
  - Consideration has been given to health and safety requirements
  - Environmental sustainability
  - Innovation

<b>TITLE</b> Short title by which the project will be known	Coffee Machine for the White Hart Community Pub in Wolvercote
<b>PROJECT APPLICANT(S) &amp; CONTACT DETAILS</b> Name of person (not organisation) who has initiated the project, with email & phone number	Amanda Jones (Manager)  Sally Croft (Warm Space Organiser)
<b>APPLICANT ORGANISATION</b> Name and type of organisation, if applicable, charity number.	Warm Space project (Hosted by White Hart Community Pub)
<b>OUTLINE PROJECT DESCRIPTION</b> Short description so others not associated with the project can understand its purpose and scope. Include aims & objectives, and expected beneficiaries (max 150 words)	<p>Aims = To obtain a professional-grade coffee machine to install into the bar of the Community Pub where linked plumbing is already in place and the manager is a trained barista. The machine would allow a wider range of orders to be served at a speed which cannot be achieved currently.</p> <p>Objectives = The machine would enable the pub to continue and increase its support of such community initiatives as the Warm Space, which it has hosted since November 2022 as a twice-weekly drop-in cafe and Food Hub.</p> <p>During the 6-month period - run by volunteers, there have been nearly 600 'visits' by local residents.</p>

	<p>As summer approaches, this endeavour is reducing to a once-weekly Food Hub in the context of the pub's social space with tea, coffee and hot chocolate at cost price (thanks to the Council's Household Support Grant).</p> <p>The prospect of this continuing service has been welcomed by the local users.</p>
<p><b>MAIN TASKS</b></p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>To source and purchase a suitable machine, following advice already obtained from a qualified trainer of baristas in Oxford, once funds have obtained.</p>
<p><b>STAKEHOLDERS &amp; DETAILS OF CONSULTATION</b></p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>Consultations have taken place with the Directors of the pub, with the organiser of the weekly community market (held at the pub), with local coffee experts and with the Warm Space team of volunteers.</p>
<p><b>RELEVANCE TO THE NEIGHBOURHOOD PLAN</b></p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>It would enhance the pub's welcome to the local community, who have already expressed interest in establishing local cafe offers within the developing social spaces.</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><i>N/A</i></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><b>PLEASE INCLUDE COPIES OF COST ESTIMATES</b></p>	<p>Total cost = £1,950 + VAT</p> <p>As much CIL funding as possible towards this total would be appreciated</p> <p>Other funding currently being built from raffies, sales, donations</p> <p>Matched funding not yet under consideration</p> <p>The grant money would be spent solely on the purchase of the chosen machine</p> <p>Comparative quotes attached</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>Maintenance by trained pub staff supported by the Missing Bean manager</p> <p>Outputs will be measured by analysis of till receipts, by sign-ins with comments and by anecdotal &amp; observational customer feedback.</p>