

**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.
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 - 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

TITLE Short title by which the project will be known	Coffee Machine for the White Hart Community Pub in Wolvercote
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Amanda Jones (Manager) Sally Croft (Warm Space Organiser)
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Warm Space project (Hosted by White Hart Community Pub)
OUTLINE PROJECT DESCRIPTION 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>MAIN TASKS</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>STAKEHOLDERS & DETAILS OF CONSULTATION</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>RELEVANCE TO THE NEIGHBOURHOOD PLAN</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>CONSENTS REQUIRED</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>FINANCE</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</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>MAINTENANCE</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 & observational customer feedback.</p>

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TITLE Short title by which the project will be known	WOLVERCOTE COMMUNITY FARM ROOF PROJECT
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	SARAH GILES XXXXXXXXXXXXXXXXXXXX@XXXXXX.CO.UK XXXXXXXXXXXX
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	WOLVERCOTE COMMUNITY FARM
OUTLINE PROJECT DESCRIPTION Short description so others not associated with the project can understand its purpose and scope. Include aims & objectives, and expected beneficiaries (max 150 words)	PURCHASE OF CEDAR SHINGLES TO COMPLETE ROOF OF MEETING HOUSE
MAIN TASKS A list of the main tasks and if appropriate an initial project plan with timescales.	ROOFING
STAKEHOLDERS & DETAILS OF CONSULTATION (e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)	ST EDWARDS SCHOOL, MEMBERS OF THE COMMUNITY FARM STEERING CMTE

<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>USE OF SUSTAINABLE MATERIALS DEMONSTRATING ALTERNATIVE TECHNIQUES</p>
<p>CONSENTS REQUIRED</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>NO</p>
<p>FINANCE</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</p>	<p>APPROX £1,000 FROM CIL: £600 GRANT WILL BE USED TO PURCHASE ROOFING MATERIALS</p>
<p>MAINTENANCE</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>THE MEETING HOUSE WILL BE MAINTAINED BY MEMBERS OF WOLVERCOTE COMMUNITY FARM</p>
<p>RISK ASSESSMENT</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>NO THE FARM GROUP HAS PUBLIC LIABILITY INSURANCE</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>THE FARM STEERING GROUP WILL MONITOR THE PROJECT AS PART OF ITS FIVE YEAR PLAN.</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com before : 14th April 2023.</p>	

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TITLE Short title by which the project will be known	Purchase of a powered scythe mower to cut the grass on Wolvercote Green
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Kirsten Berry and Nicholas Dunbar
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote Commoners Committee 254695
OUTLINE PROJECT DESCRIPTION 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>Every summer, the tall grass on Wolvercote Green is cut to make hay. This is a key element of the ongoing stewardship of the Green and is necessary to maintain its designation as a Site of Special Scientific Interest.</p> <p>Financial benefit will be the prudent use of public funds. Purchasing the power scythe entails a single capital cost, albeit with ongoing maintenance requirements. Contractors' charges have previously been in the region of £500 to £750 annually. In 2022 the quote tripled, to a cost that is not financially sustainable.</p> <p>Environmental benefit would be gained by WCC having autonomy regarding grass cutting timing, and not restricted to contractor or</p>

	<p>volunteer availability. This timing can vary by a number of weeks each year and is important in terms of making good quality hay, reducing nutrients being released back into the soil, and protecting soil structure.</p> <p>The mower can also be used for other necessary maintenance tasks, such as cutting back brambles and meadowsweet.</p>
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>April/May 2023: Select suitable machine; a shortlist has been drawn up (attached)</p> <p>By 30 June 2023: Purchase chosen machine</p> <p>From 01 July 2023: Cut grass on Wolvercote Green. This is restricted by the Countryside Stewardship Agreement under which the Green is maintained, though some flexibility can be agreed with Defra/Natural England.</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>Wolvercote Commoners Committee – custodians of Wolvercote Green</p> <p>Commoners of Wolvercote – getting involved in the management of Wolvercote Green</p> <p>All who enjoy Wolvercote Green – seeing it flourish throughout the year as a result of regular hay making.</p>
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>The project aims to enhance and ensure the best ongoing management of this important site, designated as a European Special Area of Conservation (SAC) as well as SSSI. As a rare example of a floodplain meadow, Wolvercote Green provides valuable biodiversity and habitat; is openly accessible to the public; and hosts regular, well-attended volunteer work mornings. The Neighbourhood Plan recognises Wolvercote Green as one of the most important publicly accessible green spaces in the city.</p> <p>The project will ensure that hay making can continue on Wolvercote Green at a reasonable cost in the interest of both conservation and the community.</p> <p>In addition, volunteers (including new residents to the village) will have the opportunity to use the powered scythe mower; learning a new skill and gaining wellness from being active outdoors.</p>

	Appropriate management of Wolvercote Green will ensure the longevity of this important green space, delivering Neighbourhood Plan policies focussing on biodiversity, nature conservation and providing access to high quality outdoor spaces.
<p>CONSENTS REQUIRED</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>None required</p> <p>The Countryside Stewardship Agreement held for Wolvercote Green does require it to be cut for hay, annually.</p>
<p>FINANCE</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</p>	<p>The cost of a powered scythe mower ranges from about £1,000 up to £10,000 dependent on the size and quality of the machine. For Wolvercote Green, we would need a mid-sized, ‘semi-professional’ model and would seek to find a good second hand machine (so that we might get a better model but without having to pay full price).</p> <p>Consequently, WCC is seeking £3,500 of CIL.</p> <p>WCC would make up any remaining funds necessary to purchase an optimal machine.</p>
<p>MAINTENANCE</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>Wolvercote Green will be cut for hay annually. The machine will also be used to clear meadowsweet and brambles as appropriate.</p> <p>WCC will ensure the powered scythe mower is appropriately housed whilst not in use and maintained ready for use.</p>
<p>RISK ASSESSMENT</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>None</p> <p>The powered scythe mower would be used in accordance with the manufacturer’s guidance while wearing appropriate PPE. WCC would oversee use of it.</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>Wolvercote Green is monitored by Natural England, who report on its conservation status.</p>
<p>OTHER COMMENTS OR INFORMATION</p>	<p>WCC is almost entirely funded by public monies. Primarily, these funds should be spent prudently and in the public interest. Secondly, paying third parties for this work would very</p>

Please list anything else of relevance you wish the Committee to be aware of.

quickly utilise WCC funds, which could otherwise be used on essential management (eg digging out drainage ditches (which also provide water vole habitat), scrub removal, willow pollarding and also enhancement such as pond clearance and restoration.

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TITLE Short title by which the project will be known	Festival bench for Lower Wolvercote Green
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Teresa Woodbridge (Chair)
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote and Wytham Midsummer Festival
OUTLINE PROJECT DESCRIPTION Short description so others not associated with the project can understand its purpose and scope. Include aims & objectives, and expected beneficiaries (max 150 words)	The manufacture and erection of a ‘Festival Bench’ to mark the 20 th year of the festival, with specially designed commemorative design carved on it. This would be placed on the green in Lower Wolvercote where it would be of service to all comers, and a tangible year long reminder of the festival which aims to bring all community members together.
MAIN TASKS A list of the main tasks and if appropriate an initial project plan with timescales.	Materials have been sourced and a wood engraver /carver who can carry out this commission has been found. Once completed this will be erected with the help and cooperation of the ODS. Our aim is to have the bench in situ asap, and no later than the end of 2023 (Coronation year as well as 20 th anniversary of festival).
STAKEHOLDERS & DETAILS OF CONSULTATION (e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)	The Festival Committee have voted in favour of the erection of the bench, and the Community Market have also offered their support. We have approval of the siting of the bench in the corner of the green and assurance of cooperation from Julian Cooper of ODS.

<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>This bench would be an amenity for all but it is expected it would be particularly appreciated by families, children and young people who regularly use the green for social and recreational purposes, as seating is in short supply.</p>
<p>CONSENTS REQUIRED</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>Julian Cooper of ODS has already given consent and offered support for this venture.</p>
<p>FINANCE</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</p>	<p>Some of the material and labour costs have already been absorbed so the main cost now is for the design and engraving. We have been quoted a sum of £1140 including VAT for the actual work of this, plus around £250 to cover the costs of the artwork, art materials, transport, and liaison between designer and carver, The expected total cost of the engraving work is therefore about £1390 - £1500.</p>
<p>MAINTENANCE</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>It is anticipated that this will be the responsibility of the ODS.</p>
<p>RISK ASSESSMENT</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>No financial risks are anticipated, though it is not really possible to legislate for vandalism to the bench. The safety issues have been discussed with Julian Cooper and he is satisfied that the agreed siting of the bench (where it could not be felt to encourage tree climbing) is safe.</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>The manufacture and erection of the bench and its ongoing use would be the measure of the success of this project.</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	
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TITLE Short title by which the project will be known	White Hart Community Pub CCTV
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Teresa Hall
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	The White Hart Community Pub Limited Community-owned pub and social hub, led ‘by the community, for the community’.
OUTLINE PROJECT DESCRIPTION Short description so others not associated with the project can understand its purpose and scope. Include aims & objectives, and expected beneficiaries (max 150 words)	CCTV would offer reassurance, and act not only as a deterrent to anti-social behaviour and crime but also as a tool to assist with information gathering if the need arises. In short-CCTV cameras are designed to help prevent and detect problems within the vicinity of the pub. The pub is a public place used by many community groups throughout the day, and having CCTV would provide reassurance for both local patrons and locally employed staff, alike. It would offer peace of mind, assist in preventing antisocial & nuisance behaviour, as well as help maintain public order. It would provide information and evidence ‘if needed’ to relevant agencies and therefore help with public order.

<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>Install cameras and video storage appliance. One day installation. Two hours training.</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>CCTV will ensure our security and comfort of local groups in and around this community asset, including local residents and groups, employees, and visitors. The CCTV system would provide a local service, with secure short-term storage compliant with relevant legislation, but with records made available to law-enforcement authorities upon request.</p>
<p>CONSENTS REQUIRED</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>No</p>
<p>FINANCE</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</p>	<p>£1903.20</p>
<p>MAINTENANCE</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>The first year's maintenance is covered under the parts and labour warranty. After this, The White Hart Community Pub would take full responsibility.</p>
<p>RISK ASSESSMENT</p> <p>Are there any financial or other risks to the completion of this project?</p>	<p>No</p> <p>No</p>

<p>Are there any safety issues associated with the project?</p>	
<p>MONITORING AND REPORTING How will the success of the project be monitored? Over what timescale?</p>	<p>The White Hart Community Pub would maintain a record of instances in which the CCTV system has helped in the running of the community space as a safe and secure venue, both inside and out. Records would be kept of how the community has been helped in any way as a direct result of the CCTV system. This would offer insight into the effectiveness of having the CCTV system installed, and how it helps us maintain an inclusive and safe space for all.</p>
<p>OTHER COMMENTS OR INFORMATION Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>We have been asked for CCTV records on six occasions during the last 12 months. On four occasions, this was by Thames Valley Police, concerning a stolen JCB, an assault, a missing person and anti-social behaviour in the village. Being at the very heart of the community, and a hub of activity that needs to have an ‘eye on the ball’, we feel it our responsibility to lead on community initiatives, and to do all we can to bring peace of mind to our local residents and groups, employees, and visitors.</p>
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TITLE Short title by which the project will be known	Refurbishment to Wolvercote Young People's Club to enhance community services.
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Val Tate
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote Young People's Club Charity No. 1149132
OUTLINE PROJECT DESCRIPTION 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>Wolvercote Young Peoples Club provides spacious facilities, including an IT suite, sports hall, kitchen and outdoor basketball/football pitch. Regular youth work sessions offer free activities including sports, games and art which teach life-skills, resilience-building and encourage debate. The club is also a community hub generating income to support youth work.</p> <p>We wish to fund building work necessary to meet safeguarding, health & safety, and newly-revised fire regulations. A wellbeing room will be created to provide a safe, secure and calming space. Individual water heaters for handwashing in the toilets will replace a 200l water tank which expends unnecessarily high energy to provide necessary hot water. All works complement an ongoing initiative</p>

	to upgrade the sports hall, improve acoustics, making the space more user-friendly and attractive to potential hirers.
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>Fire doors to the exterior Essential work is required to two sets of external fire doors (double to sports hall and single to rear) which have rotten frames, and dislodged brickwork.</p> <p>Installation of hot water heaters to toilets These projects could be completed in three months once funding is secured.</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>The site is owned by Oxfordshire County Council. WYPC is required to keep the building in a safe, usable condition which meets appropriate regulations.</p> <p>The replacement of fire doors is a requirement to meet fire and safeguarding regulations.</p>
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>This project meets the objectives of the Neighbourhood Plan as a community facility that will maintain and enhance social interactions.</p> <p>It is a multi purpose (indoor and outdoor) existing community and recreational facility listed in Annex 6 of the plan, identified as to be regularly maintained and enhanced.</p> <p>Wolvercote Young People’s Club is supporting young people from all the areas outlined in the Plan including a focus on young people from the Cutteslowe area.</p> <p>The building is also available to hire to anyone in the community of any age, providing Wolvercote with an open space, play area and flexible meeting place.</p> <p>Wolvercote Young People’s Club is meeting the aims of the Plan to encourage a more vibrant, healthy and well-balanced community. The club is supporting young people to be physically active with the sports facilities on offer, alongside supporting their mental well being to become confident members of the community who are reaching their full potential.</p>

<p>CONSENTS REQUIRED</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>All works are part of the general requirement to maintain the building. No consents are required.</p>				
<p>FINANCE</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</p>	<p>Estimates total £8,785</p> <table border="0"> <tr> <td>External fire doors</td> <td>£5,905</td> </tr> <tr> <td>Handwash heaters</td> <td>£2,875</td> </tr> </table> <p>A £6000 grant application submitted to County Councillor Priority Fund 12/4/23 to fund complementary work not detailed here - awaiting response.</p> <p>WYPC is requesting a grant of £9,664 (including 10% contingency) to fund this essential work.</p>	External fire doors	£5,905	Handwash heaters	£2,875
External fire doors	£5,905				
Handwash heaters	£2,875				
<p>MAINTENANCE</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>The Charity Manager and WYPC Trustees are responsible for maintaining the building. They will ensure that the work is carried out to the highest standard.</p> <p>WYPC has a fundraising strategy that aims to raise all funds for ongoing costs and any future refurbishment required.</p>				
<p>RISK ASSESSMENT</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 associated with this project as no work will take place until all funds have been secured.</p> <p>All work will be risk assessed in line with the Club's Health & Safety policy.</p>				
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>Monitoring of the success of the projects will be done over the course of 12 months. We would expect the outcomes of doing this work to be:</p> <p>Increased usage of the hall from local residents and community groups.</p> <p>Increased income from hall hire to WYPC to support further youth work.</p>				

	<p>Increased number of youth activities possible due to new door glazing meeting safeguarding requirements.</p> <p>Young people report better physical and mental wellbeing because of the increased youth activities on offer.</p> <p>Residents report an increase in available community facilities.</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>Please see Appendix on separate sheet.</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com before: 14th April 2023.</p>	

**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

TITLE Short title by which the project will be known	Furniture for Wolvercote Community Hub
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Tim Metcalfe
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote Village Hall Charity (WVH) Charity number: 304392
OUTLINE PROJECT DESCRIPTION Short description so others not associated with the project can understand its purpose and scope. Include aims & objectives, and expected beneficiaries (max 150 words)	The Community Hub (the new community building at Wolvercote Mill) has been provided to the community by the developer CALA Homes as part of the planning agreement. The results of a survey of 300 households into how the building should be used suggested three main uses: a community café, a space for hire and a coworking space. A shared ethos of inclusivity and environmental and financial sustainability emerged. The furniture listed in this application will enable the building to be hired out

	so that financial sustainability can be achieved, and the uses of the building can be expanded to serve the community.
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	Ownership of the building is due to be handed over to the WVH in May. In order to cover bills, the building needs to be furnished to rent out.
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	A community consultation was carried out by Wolvercote Neighbourhood Forum at Fun on the Green and the Food Festival in 2022 and a further 300 households in Wolvercote were surveyed this year. There have also been consultations with community groups including the community pub, St Peter's Church and the Young Peoples' Club.
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	Furniture will enable the space to be used by the community at large for a range of activities e.g. community/food surplus lunches, evening classes, baby groups, meetings, film nights, pop up cafes. These activities will improve the quality of life of inhabitants, building community by combating loneliness, providing a safe and welcoming space for all, and offering healthy pursuits without the need to travel.
<p>CONSENTS REQUIRED</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>	No
<p>FINANCE</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</p>	<p>£8,000 set up costs</p> <p>Seeking £4324.80 from CIL funding to purchase folding tables and chairs, and storage trollies.</p> <p>Applications for remaining set up costs made to the National Lottery Community Fund and Doris Field Charitable Trust.</p>

<p>MAINTENANCE</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>	WVH Management Committee
<p>RISK ASSESSMENT</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>	No
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	Monthly by the WVH Committee.
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com</p>	