

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

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	Wolvercote Primary SEND Shepherds Hut
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Amanda Hook
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote Primary School
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:</p> <p>To create space for the provision of SEND pupils and a therapy space.</p> <p>In recent years due to the lack of specialist provision in Oxfordshire the school has seen a big increase in the number of children in school with very high levels of Special Educational Needs and Disabilities. Some of these children are unable to spend their full time in the classroom and are therefore taught in alternative spaces around the school restricting the available space</p>

	<p>for academic and social support. Purchasing a shepherds hut would provide a dedicated space that would allow us to free up existing space in the main building. It does not require planning permission and it will have a big impact on the support for wellbeing and educational support for both staff and children.</p>
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>Governor approval for use of school funds for majority of cost obtained June 2023</p> <p>Obtain 3 quotes by end of July 2023</p> <p>Get approval from the Trust to access reserves</p> <p>Pay deposit and confirm design with company</p> <p>Three further payments – on completion of chassis, completion of hut, delivery.</p> <p>Delivery for December 2023</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>Stakeholders:</p> <p>Children, staff and parents of Wolvercote Primary School</p> <p>River Learning Trust</p> <p>Neighbours of the school.</p> <p>Consultation to parents and neighbours at end of July following approval from Governors and the Trust.</p>
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>It will support schooling in response to the growing numbers of children.</p> <p>The Shepherds Hut is designed using sustainable materials and has high levels of insulation requiring minimum energy to run.</p> <p>It is in keeping with the rural feel of the village and would be a more pleasing alternative to a block built pre-fabricated building.</p>

	It is moveable and can be placed in an area that limits impact on the local community.
<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>The total cost of the project will be around £40,000 exclusive of VAT which the school can claim back.</p> <p>We are asking for a contribution of 25% towards the cost (£10,000).</p> <p>The school has good reserves and we are able to fund %75 of the cost without restricting the school budget for the coming years.</p> <p>Funding for internal fittings and resources will be raised by the school PTA</p> <p>The CIL funding will be specifically spent on the purchase of the structure.</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>	Ongoing costs will be covered by the school and is part of the contract between the company providing the Hut and the school.
<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>The only safety consideration is during delivery of the Shepherds Hut which will need to be craned from the main road into position. This will likely be in front of the school opposite the church and may require a short road closure.</p> <p>There are no ongoing safety issues.</p> <p>The financial risks to the project are linked to the changing nature of education at the moment. However the money is already there and reserved for this project so it is unlikely there will be a change to that.</p>

<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>The school will provide data to measure the success of the project in terms of the impact on the children and staff in the school.</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>The placing of the hut will not restrict the children's access to outdoor space due to it's planned placement.</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to <email address></p>	

APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA Autumn Round 2023	
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. <ul style="list-style-type: none"> • 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 	
APPLICATION DATE	17/9/2023
REVISION DATE if applicable	
TITLE Short title by which the project will be known	Disabled toilet refurbishment
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
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)	Upgrading disabled toilet facilities to meet revised statutory requirements.
MAIN TASKS A list of the main tasks and if appropriate an initial project plan with timescales.	Replace handrails, relevant plumbing and alarm.
STAKEHOLDERS & DETAILS OF CONSULTATION (e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)	Wolvercote Village Hall Management Committee

<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>Improvement to the hall's facilities assists disabled users of the venue and improves accessibility for members of our community.</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>The improvements, not including rehangng the toilet door, will cost £1,850. Matching finance from village hall contingency funds.</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>By the management committee and it's contractors.</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</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>We will assess the success of the project using feedback from our hirers over the next 12 months.</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>The refurbishment will help us meet current statutory requirements.</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com</p>	

APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA Autumn Round 2023	
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. <ul style="list-style-type: none"> • 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 	
APPLICATION DATE	18 th September 2023
REVISION DATE if applicable	
TITLE Short title by which the project will be known	Metal feet for the new OVERHEAD LADDER (monkey bars) playground equipment in Lower Wolvercote Playground
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Tim Hopkins (for and on behalf of Wolvercote Commoners’ Committee)
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote Commoners’ Committee Charity No. 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)	Steel feet foundations for the new OVERHEAD LADDER (Monkey Bars) would extend the life expectancy of this equipment. Giving the community better value for money.
MAIN TASKS A list of the main tasks and if appropriate an initial project plan with timescales.	1 Groundwork preparation 2 Installation of new equipment

<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>The land is common land, managed by the Wolvercote Commoners' Committee (WCC). The playground is currently maintained by Oxford City Council Direct Services section, and it is understood that this arrangement will continue. The Countryside Supervisor from this department is very supportive of the plans and recommended getting metal feet for this play unit.</p>
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>The metal feet foundations will give the play equipment a longer life expectancy. Giving the local community better value for money.</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>The metal foundation feet will cost £2066.04 plus VAT £413.20</p> <p>Total £2479.24 is being sought from CIL</p> <p>The installation of the feet will be carried out by ODS when they install the new equipment.</p> <p>I have one quote from Kompan as there is no other compatible feet to use I could not get a second quote.</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 metal feet need no maintenance but will be inspected alongside the play equipment by 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>There should not be any financial risks.</p> <p>The equipment complies with all existing safety standards, and is fully checked on installation.</p> <p>The playground will be closed while the work is being carried out.</p>

<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>WCC will monitor the use of the new equipment on a 3-monthly basis.</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</p>	

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

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	Vacuum Cleaner for Wolvercote Monday Lunch Club
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Teresa Woodbridge
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote Monday Lunch Club Voluntary group
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 Monday Lunch Club provides its guests, mainly pensioners, with a modestly priced 2 course meal and the opportunity to socialise at the Baptist Hall in Lower Wolvercote on a weekly basis. The Lunch Club is run entirely by a team of over 20 volunteers operating on a rota basis. Working with elderly people it is essential that high standards of hygiene should be kept, and that the hall is left clean and tidy after each session. The current vacuum

	cleaner is not fit for purpose as it does not pick up dirt efficiently.
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	Sourcing and purchasing an appropriately priced, relatively heavy duty vacuum cleaner.
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	The Lunch Club steering committee and Treasurer have been consulted over this matter.
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>As mentioned above, most Lunch Club guests are elderly and/or live alone, and often express their appreciation of the opportunity to get out and enjoy the company of others. For some it is their only weekly outing. The contact with the volunteers who help with transport, cooking, serving etc is also highly valued.</p> <p>Numbers of guests vary from week to week, but on average about 20 - 24 people sit down to a meal each time. Transport is also offered to those who are unable to travel there independently. We have been pleased to welcome residents from the new Mill Site development over the last year and to see them form friendships with other residents.</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>	N/A
<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>It is anticipated that an appropriately sturdy vacuum cleaner could be purchased for a price in the region of £220-280.</p> <p>No other sources of funding are currently being pursued.</p>

PLEASE INCLUDE COPIES OF COST ESTIMATES	
<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>Funds from the Monday Lunch Club can be made available for any maintenance needed outside the original warranty period.</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</p> <p>No</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>N/A</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>N/A</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to <email address></p>	

APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA Autumn Round 2023	
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. <ul style="list-style-type: none"> • 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 	
APPLICATION DATE	18/09/23
REVISION DATE if applicable	
TITLE Short title by which the project will be known	Noticeboard opposite the Village Hall
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Simon Lowry
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote Commoners’ Committee (WCC) Charity Number 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)	The new board will replace the existing one, which is in a poor state. The board is available for use by the residents of Wolvercote, and provides an excellent means of communication for a wide range of organisations and individuals.
MAIN TASKS A list of the main tasks and if appropriate an initial project plan with timescales.	The board will need to be attached to the posts, and then suitable holes dug, and concrete added to ensure the posts remain securely in place. The work

	should be easily achieved during a work morning, organised by the WCC.
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	The site is part of Wolvercote Green, which is one of the areas of common land managed by the WCC. It is to be placed on the same site as the existing one, so there is no need for consultation
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	It will ensure that the population of Wolvercote can continue to see the relevant notices for the area, in an important position on the corner of Wolvercote Green. This will become an even more important route to the school once the Canalside development is complete.
<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>£1092.00 is the total being sought. The incidental costs of installation will be covered by WCC funds.</p> <p>The grant covers the new board, posts and delivery.</p> <p>Two estimates are 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>	The WCC will be responsible for the maintenance of the noticeboard.
<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</p> <p>No</p>
<p>MONITORING AND REPORTING</p>	The board will continue to attract notices relevant to the local residents.

How will the success of the project be monitored? Over what timescale?	On-going.
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	N/a
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com</p>	

APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA Autumn Round 2023	
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. <ul style="list-style-type: none"> • 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 	
APPLICATION DATE	18.09.2023
REVISION DATE if applicable	
TITLE Short title by which the project will be known	Cuttleslowe Community Centre Cinema
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Stephanie Jankovic
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Cuttleslowe Community Centre, Charity Number: 1154860
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)	Prior to COVID 19 Cuttleslowe Community Centre delivered a monthly Cinema ‘Cutteshowe Cinema’. This was available free of charge to the local community and enabled low-income families to have a cinema experience without costing them any money. It was hugely popular and something we are regularly asked to resume. Currently, we are unable to resume this provision as we ran the Cinema evenings for families by hiring cinema

	<p>equipment from the company ‘Film Oxford’ and it would cost us £500 per cinema for the equipment which was not sustainable long term. We are therefore applying for funding to install a retractable, fixed projector screen, a ceiling mounted, fixed projector and wall mounted Bluetooth speakers. This will enable us to resume delivering monthly cinema screenings for families and make the Centre a more attractive, multi-use space in terms of having audio-visual equipment.</p>
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>Currently we have secured a quote from an Oxford based company to install the audio-visual equipment. They have informed me that once we know that we have secured funding they will be able to install the equipment within a matter of weeks. We, at the Community Centre were hoping to start an Autumn programme of films as the nights get longer, ideally showing a Halloween and Christmas film in the lead up to Christmas though we know this may not be possible due to funding timelines. We would hope to be able to install it ASAP, ideally by Christmas!</p> <p>We are also hoping to deliver a Christmas disco, which the speakers would also enable us to do more effectively and successfully.</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>The Centre is owned by Oxford City Council but we have full control in terms of internal fixtures, fittings and alterations.</p> <p>Our Stakeholders are the families and individuals living in Cutteslowe, Sunnymead and Wolvercote.</p>
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p>	<p>Though Cutteslowe Community Centre does not sit within Wolvercote Neighbourhood itself the area we serve covers both Cutteslowe (surrounding</p>

<p>How does the project enhance or develop our neighbourhood?</p>	<p>Cotteslowe Park) and both Upper and Lower Wolvercote. All of our open access activities provided by or collaborated with Cotteslowe Community Centre.</p> <p>The project falls under the WNF Neighbourhood Plan's goal: Provide '<i>communal facilities that will maintain and enhance social interaction.</i>'</p> <p>The activities we propose to deliver (cinema/disco/quiz evenings) would be promoted through Cotteslowe and Wolvercote Primary Schools as they are the main catchment schools for our main target audience; those living in Cotteslowe Estate (south of Ring Road) and Templar Road Estate (north of Ring Road, part of WNF).</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>We always inform OCC as owners of any work undertaken to the Centre, but this refit would not require formal planning permission, and no structural alterations to the building (other than a new exit through the outside wall for the enhanced extractor unit).</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>We have currently received one quote from an Oxford based company which is attached to this application. We are in the process of obtaining a 2nd quote and will provide WNF with this when we receive it. If subsequent quotes are lower than the first we will modify our funding ask from WNF accordingly.</p> <p>The quote we have received is for £8,704 +VAT (£10,088 total). This figure has already been subject to a nearly 25% reduction from £11,000 +VAT. This is for the supply and installation of a retractable, wall mounted projector screen, a ceiling mounted projector and wall mounted Bluetooth speakers.</p>

	<p>We are applying for £7,500 in funding from WNF and plan to fundraise the remaining £2,588 from a combination of localised fundraising through things like bake sales as well as applying to Oxfordshire Community Foundation for additional grant funding.</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>CCA will maintain the equipment and in the event that it is damaged we would either pay ourselves for it to be fixed or claim through our insurance.</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. We thoroughly risk assess all of the activities delivered by CCA.</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>We will ‘sell’ tickets in advance of cinema/disco/quiz nights even though they will be delivered for free/at minimal cost (i.e. suggested voluntary donation) which will allow us to both monitor uptake easily but also ensure that activities/events are delivered safely in terms of fire regulation numbers etc.</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>City Council data shows us that 20% of children aged 0-15 on Templar Road Estate (WNF area) are growing up under the poverty line (21.9% in Cutteslowe Estate South of the Ring Road). Between Templar Road Estate and Cutteslowe Estate there is also a higher than national average % of households living with 1 (35.4%), 2 (16.5%) and 3 (4.4%) dimensions of deprivation. Oxford City has the second highest level of inequality in the Country and we believe Cutteslowe (N&S of the Ring Road) may have some of the highest levels of inequality in the City. Our aim with the installation of this cinema/AV equipment is to be able to provide regular, long-term, sustainable opportunities for the whole community</p>

	but specifically those struggling with escalating costs to regularly come together and enjoy an evening activity with the family that will not cause them financial stress or additional hardship.
Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com	

APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA Autumn Round 2023	
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. <ul style="list-style-type: none"> • 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 	
APPLICATION DATE	18 September 2023
REVISION DATE if applicable	
TITLE Short title by which the project will be known	Installation of external fire doors
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Dr Valerie E Tate
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote Young People’s Club (WYPC: the “Club”)
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 Club gratefully received Round 3 CIL funding to replace two external fire doors to meet revised fire regulations and to improve energy conservation. Unfortunately, the contractor uncovered structural issues in the surrounding brickwork and frames of both external doors (front and back) which require rectifying before the fire doors can be fitted according to regulations. We are applying for funding to carry out the remedial works

	<p>and fit external fire doors ensuring users of the Club’s premises have safe means of leaving the building in the unlikely event of a fire.</p>
<p>MAIN TASKS A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>No 1 = Door Jamb repair. Remove existing fire doors, ironmongery & frame. Supply and fix 6No 8mmx150mm steel dowels with RKem Resin@ 400c Supply and fix Set-crete Concrete repair to all affected areas. Fix only new fire doors, ironmongery & frame like for like. Decorations</p> <p>No 2 = Door Head Stitching Supply & fix 6mm Helli Bar (as detail) bulkhead & jambs. Repoint bed-joints to match existing. Fix only new fire doors and ironmongery. Decorations</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION (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 meeting appropriate regulations.</p> <p>The correct replacement of fire doors is a requirement to meet fire and safeguarding regulations.</p>
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN 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 wellbeing 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>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>The estimated cost is £3,300 inc VAT (see attached quote). We are applying for £3,630 to include 10% contingency.</p> <p>We are requesting the full project cost. The Club has a consultant fundraiser tasked with continually seeking out alternate sources of funding. None has been identified to date.</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>WYPC Trustees are responsible for ensuring the building is safe for users and meets fire regulations. They ensure that works meet the required standards.</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. 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>A structural engineer surveyed the relevant areas and supplied detailed drawings against which the estimate was supplied.</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com</p>	

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

Autumn 2023 Round 4

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

APPLICATION DATE	18 September 2023
REVISION DATE if necessary	
TITLE	Public EV Charger Installation
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Dr Valerie E Tate
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Wolvercote Young People’s Club (WYPC)
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 UK population is rightly encouraged to reduce dependence on fossil fuels by considering a switch to electric vehicles. There are no public EV charging points in Upper or Lower Wolvercote. A major barrier to uptake in our locality is the lack of suitable space to install chargers in or near many homes. WYPC wishes to support the county’s Carbon Net Zero and local sustainability goals as noted in the

	<p>Wolvercote Neighbourhood Plan’s aim to reduce air pollution. Our plan is to install an Electric Vehicle (EV) Charger Unit providing capacity for two vehicles to charge simultaneously. Surplus income will contribute to running costs.</p> <p>The Charger will be an upright stanchion with two charging outlets, each providing 7.3Kw per hour charge capacity. It will be sited in the Club’s car park accessed from St Peters Road and available 24/7.</p>
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>Scope of Works –</p> <ul style="list-style-type: none"> • Install one 7.3 kW Twin-Point Electric Vehicle Charger enabling concurrent charging for two vehicles • Registration of installation with UK Power Networks (DNO) • Adaptation of electricity supply and distribution units & 40m Armoured 60 Amp Cable • Full project management and certificated installation by NICEIC electrical engineers • 15m Civil works as required (750mm trenching and reinstatement of original surfaces) <p>Installation should take one week.</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g., Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>According to the terms of the Club’s lease from the County Council, permission is not required to install the unit. However, our intention has been brought to the attention of Councillor Andrew Gant, Cabinet Member for Highway Management, who supports the application.</p> <p>The Wolvercote Neighbourhood Plan, approved by the community, highlights the need to improve air quality by encouraging cleaner forms of transport.</p>
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p>	<p>This proposal supports the goals of the Neighbourhood Plan, particularly in</p>

<p>How does the project enhance or develop our neighbourhood?</p>	<p>relation to transport and reducing air pollution, for example:</p> <p><i>there should be an appropriate choice of environmentally friendly facilities for travel.</i></p> <p><i>Residents' access to everyday services is a measure of how well connected the local community is. WNF is keen to improve this connectivity, encouraging the use of existing infrastructure and trying to reduce the environmental impacts of transportation</i></p> <p><i>Private car and goods traffic continues to grow, with associated pollutants, despite efforts being made by the strategic planning authorities to encourage the use of other less-polluting modes of transport and despite cleaner engines and fuels.</i></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>N/A</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>£7,483.48 + VAT: total £8,980.18</p> <p>100% funding for installing the twin-EV charger unit is sought from CIL funding. The Club will insure and service the unit.</p> <p>Supplier Quote 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>The maintenance of the Club, its fixtures and fittings, is the responsibility of the trustees and management team. Surplus income from the charger will be ring-fenced for insurance and servicing.</p>
<p>RISK ASSESSMENT</p> <p>Are there any financial or other risks to the completion of this project?</p>	<p>Risk of accidental damage or vandalism – mitigated through physical barriers, security lighting and addition to insurance policy.</p>

<p>Are there any safety issues associated with the project?</p>	<p>Electrical safety – mitigated through mandatory regular safety checks carried out by accredited electricians.</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>An advertisement will be posted in the area’s quarterly magazine delivered free to every home in the Ward, and on Facebook, to announce the unit’s availability and location. Once the unit is operational, regular reports will be available to monitor usage. Data to be shared with the Neighbourhood Forum and County Council.</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>The chosen supplier, Rydal energy, is a supplier to North Norfolk Council, Norfolk County Council, Ware Town Council and Huntingdonshire County Council.</p> <p>Rydal is an approved supplier to North Norfolk Council. A live charging facility is in operation on behalf of Ware Town Council.</p> <p>The Rydal Group are Crown Commercial Suppliers and OLEV registered suppliers of EV Chargers and partners in the OLEV charging grant scheme.</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com</p>	

APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA Autumn Round 2023	
<p>1. Please read the “Guidance Notes for WNF CIL Funding Applications”</p> <p>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.</p> <p>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.</p> <ul style="list-style-type: none"> • Location within or serving the WNF Community • The recipient operates as a recognised body with a nominated bank account <input type="checkbox"/> The project has agreement in principle from the property or asset owner <input type="checkbox"/> Value for money • Consideration has been given to health and safety requirements <input type="checkbox"/> Environmental sustainability <input type="checkbox"/> Innovation 	
APPLICATION DATE	18th September 2023
REVISION DATE if applicable	
TITLE Short title by which the project will be known	White Hart Community Pub – Kitchen Upgrade Phase II
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 Ltd
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><u>Aims:</u> To provide an upgraded commercial wash up area including dishwasher (currently none on site) with adjustments to plumbing and electrics as required.</p> <p>To maximise storage capacity in both volume, location and range and increase work surface areas for preparation.</p> <p><u>Objectives:</u> To upgrade the pub’s kitchen facilities and efficiency in line with current legislation.</p>

	<p>Specifically, to improve the working environment for staff & to allow the increase in orders to be satisfied more efficiently and speedily.</p> <p><u>Beneficiaries:</u> Local residents and customers who will enjoy the speedier serving of the now wider range of menu options in increased opening hours. This in a period of other pub closures or reduced hours locally.</p> <p>The manager, chef and other staff whose service to customers will be able to satisfy orders more easily and quicker. It will also offer up more food sales opportunities, which at present we are unable to accommodate e.g. Christmas parties for large groups</p>
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>To readjust the pub’s cooking area to accommodate more work surface areas to allow a better food preparation area and storage.</p> <p>To replace sinks and fix a dishwasher in the wash-up area and provide a extra food prep space.</p> <p>To apply new hygienic splash backs and to fit anti-slip flooring throughout.</p> <p>All of these will enable better compliance with Environmental Health regulations.</p> <p>Timescales. Works expected to be completed in a week. The Kitchen will need to close during this time.</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p>	<p>Consultations have taken place with the Directors of the pub and with the freeholder and the project meets with their approval.</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>The pub is a great asset to the local community and very well used. Since the Mill site development, the number of local residents has substantially increased.</p> <p>The pub includes the weekly Warm Space initiative, with a Food Hub on offer to prevent food waste and to provide free produce and toiletries for those who have been affected by the increased cost of living. In Winter it opens with a log fire, free tea, coffee, snacks and soup from the community. The initiative has been funded by grants from the OCC and their HSG and from individual donations both financial and in kind.</p> <p>The pub thus plays its part in supporting the developing social responsibilities here.</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 structural changes would be introduced to this Grade 2 listed building but obviously Building Regulations approval would be sought when and if needed</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 = £19836.25 plus VAT = £23,803.50. Plus an additional £1000 to completely empty the kitchen, store the equipment and level the floor ready for the kitchen installation.</p> <p>Over the last 3 years, we have invested over £25,000 to ensure our kitchen is compliant and our electricity supply can accommodate our planned expansion. Phase 2 will enable the kitchen to function at maximum capacity. CIL funding to match our investment would be appreciated.</p> <p>The grant money would be spent solely on the project.</p>

	<p>One quote only is attached. Another comparable quotation has been promised by week ending 06/10/23. Please note that the quotation includes a fridge and air fryer we feel we do not need so I have deducted these from the quotation total.</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 will be carried out by the manager, chef and other staff as necessary, and equipment's servicing will be followed.</p> <p>There are standard guarantees on the new equipment</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</p> <p>None that will not be addressed by full training of the staff managing the service.</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>The success of the project will be measured by the food income, supplies expenditure, wages costs and anecdotal evidence.</p> <p>Timescale will be weekly, monthly and annual.</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>We are aware that this is a substantial request that we are making, but in order for us to build on the continuing success of this community pub, we need to upgrade our facilities to keep abreast of demand and to bring our resources up to speed with current regulations e.g. Environmental Health.</p> <p>The pub's success is also reflective of the support it has already received from WNF in providing other facilities and its directors, staff and users are openly and truly grateful for this.</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com</p>	