



WNF Steering Committee

Minutes of a meeting held on 29 April 2025 at The White Hart, Wolvercote

Present: John Bleach, Paul Buckley (Chair), Tony Dale, Chris Dawkins, Katherine Kaye, David Stone (arrived late), Cllr Steve Goddard

1. Welcome and apologies

Apologies for absence were received from Mary Brown, Louise Franklin, Richard Lawrence-Wilson, Cllr Andrew Gant, Cllr Jo Sandelson

2. Declarations of interest

PB declared an interest relating to item 5.1, as a governor of Wolvercote Primary School and husband of a trustee of Cutteslowe Community Association.

3. Minutes of the meeting on 26th March 2025

Item 5.1: In the Table, in the row labelled 7.04, replace 'estimates' by 'quotations'. Subject to this correction, the minutes were agreed as a true record of the meeting.

4. Matters arising from the minutes

4.1 Item 4.1: Minutes of the 2024 AGM and notes on the 2024 summer open meeting still needed completion.

Action: PB

4.2 Item 6.2: PB had submitted a WNF objection to the latest public consultation on Cherwell District Council planning application 24/00539/F (OUFC's application to build a stadium on the Triangle).

4.3 Item 6.3: DS had submitted a WNF objection to Oxford City Council planning application 25/00300/FUL (conversion of 14 Harefields to an HMO).

4.4 Item 7.4: PB had reserved Wolvercote Village Hall for the evening of Tuesday 25 November. This was agreed as the date of the 2025 AGM.

5. Community Infrastructure Levy (CIL)

5.1 Spring 2025 CIL round (round 7) – decisions on CIL funding

JB had assembled the comments received from residents on each of the applications: 44 in favour, 11 unsure, 2 against. Informed by these, and after further discussion and clarifications with some applicants, the committee agreed the following decisions on the applications.

Ref	Applicant	Brief Description	Value	Decision and comments
7.01	Cotteslowe Primary School	Refurbishment of the sensory room	£10,000	Agreed
7.02	Wolvercote Cow Co-op	Equipment for community cattle herd	£9380.80	Agreed Considerably amended and reduced from original application
7.03	St Peter's Church	After school Lego club	£300	Agreed
7.04	Wolvercote Primary School	Nursery expansion	£50,000	Agreed A full quotation from ODS will be required (the 'quotation' submitted is only an estimate).
7.05	Wolvercote Local History Society	Wolvercote archives held at Blenheim	£1,980	Agreed
7.06	Wolvercote and Wytham Midsummer Festival	Purchase of materials for the festival	£470	Agreed
7.07	Wolvercote Young Peoples' Club	Replace old and defective light fixtures	£2,961	Agreed
7.08	Cotteslowe Greenhouse Ltd	Materials to improve the Community Allotment	£1,675.80	Agreed
7.09	Wolvercote Cricket Club	Sight Screens etc.	£4,350	Agreed
7.10	Wolvercote Cricket Club	Two hybrid pitches	£24,000	Agreed
7.11	Cotteslowe school friends	Audio visual and projector equipment for school hall	£7,398	Agreed
7.12	Wolvercote & Wytham Midsummer Festival	Eight festival eco banners	£244.93	Agreed
7.13	Cotteslowe and District Community Association	Office improvements	£1,957	Agreed

5.2 Updates from Autumn 2024 CIL round (round 6) and earlier rounds

5.2.1 The electric delivery bicycle: a place for storage of the bicycle had been found, but further information was needed before the application could be progressed further. TD would contact the applicant.

Action: TD

5.2.2 The Baptist Church Hall project (5.05): it was agreed to approve the portion of the application relating to a survey of the work required.

5.2.3 Solar panels for the roof of Wolvercote Mill. It was agreed to approve £15,318, subject to the necessary permissions being granted: from Cala for erection of necessary scaffolding and from the Planning Authority (if needed).

5.3 Planning of CIL Round 8 (Autumn 2025)

A draft schedule of key dates for Autumn 2025 (CIL dates and meeting dates) had been circulated, in which the proposed CIL deadline was 15 September. Other

dates were: launch CIL round 21 July, SC meeting 17 September, publication of applications 29 September, deadline for comments 17 October, decisions by SC 22 October, CIL decisions communicated to applicants 24 October; WNF AGM 25 November; SC meeting 10 December (if needed).

After discussion it was agreed to move the CIL deadline to 10 September, but the other dates were agreed as proposed in the draft.

5.4 Updates on potential future CIL applications

A request had been received from the Summertown Arts Community for us to consider providing CIL funds to assist their purchase of the Summertown United Reform Church. They expected to need to raise £850k by the end of July 2025. Because of their tight timescale, it would require a CIL decision before CIL round 8. After discussion, it was decided, as a special case, to agree their request for a CIL decision outside the WNF CIL schedule: they would need to use the guidance and application form issued for CIL round 7. It was also agreed that, for the SC to approve such an application, to support a facility located well outside the WNF area, there would be a need for convincing evidence that activities enabled by purchase of the church would significantly benefit residents of the WNF area. These considerations would be communicated to the Summertown Arts Community.

Action: PB

6. Local developments and consultations

A list of public consultations on Oxford planning applications appearing since the last meeting had been circulated. MB and PB recommended WNF made no comment on any to them. The meeting agreed.

7. Planning of WNF General Meeting 3 June at Wolvercote Village Hall

7.1 Organisation

WVH was booked for 7pm to 10pm. It was agreed SC members would try to arrive by 7pm. JB would obtain the key and open up. Projection facilities and microphones would be used. PB would provide a laptop. TD would provide a backup laptop. MB would collect details at the door. It was agreed not to attempt to raise money this time. There would be an interval with refreshments provided by Wolvercote W.I.. PB would bring a flip-chart.

7.2 Programme

The programme for the meeting was agreed:

1. Welcome and WNP (including some history of WNF and the role of John Bleach, who was retiring from a prominent role on the SC after 13 years): PB
2. CIL: TD
3. Visiting speaker (TD would invite Val Tate to speak about WYPC, including mention of CIL received)
4. Interval

5. WNF responses to local developments: KK

6. General Discussion and Q&A

It was agreed to show the video created by DS, encouraging participation in the work of WNF: at the start and/or in the interval.

Action: TD

7.3 Publicity

LF had offered to design the poster. PB would arrange for printing of them. It was agreed not to produce a leaflet this time, as there was insufficient time available. LF had agreed to send out emails via MailChimp to all those whose email addresses we have. TD would alert community groups.

Action: LF,PB,TD

8. WNF presence at Wolvercote and Wytham Summer Festival 20-29 June

It was agreed to have a WNF stall at the Festival, preferably shared with WCC. PB would contact Simon Lowry (Chair of WCC) to arrange this. It would, however, be dependent on SC members being available to staff the stall.

Action: PB

9. WNF SC Operational matters

9.1 Recruitment

It was agreed there was a continuing need to recruit more to the Steering Committee, especially in view of JB retiring on 3 June and the current volume of CIL applications to be processed. The committee was pleased to learn Melat Ayele had recently volunteered to help. PB would invite her to the next SC meeting.

9.2 Communication with WNF members

In view of LF's absence, it was agreed to defer this item to the next SC meeting.

9.3 Dates of future meetings (inc. AGM)

These had already been agreed (see items 4.4 and 5.3)

10. Review of the Neighbourhood Plan

It was agreed that an editable version of the current approved plan (still labelled as 'Draft' version 8.3) was needed. Members were asked to check whether they had such a copy. Further discussion of the Plan was deferred to the next SC meeting

11. Any other business

There was no other business

12. Date of next meeting

Wednesday 2 July 2025 was agreed.

PB