

WNF Steering Committee

Draft minutes of a meeting held on 17 September 2025

Present: Paul Buckley (Chair), Tony Dale, Chris Dawkins, Katherine Kaye, Richard Lawrence-Wilson, Melat Ayele, Judith Haverty

1. Apologies

Apologies for absence were received from Mary Brown, Louise Franklin, David Stone, Elaine Chaston, Cllr Andrew Gant, Cllr Steve Goddard, Cllr Jo Sandelson, Cllr Laurence Fouweather.

2. New Committee Members

PB proposed that Melat Ayele, Judith Haverty and Elaine Chaston be co-opted onto the Steering Committee. This was seconded by TD and approved unanimously by the elected members present.

3. Declarations of interest

There were no new declarations.

4. Minutes of the meeting on 2nd July 2025

The draft minutes, previously circulated, were approved as a true record of the meeting.

5. Matters arising from the minutes

Item 6.3: *Planning of CIL Round 8, Autumn 2025* All the agreed preparations for the launch of CIL Round 8 had since been implemented. 16 CIL applications had been received (see Item 6.1).

Item 7.1: *OUFC stadium planning application* It was reported that, on 14 August, Cherwell District Council had granted Planning Permission for OUFC's 16,000-seater stadium at The Triangle.

Item 8.2: *WNF communications* LF had reported that she had transferred to her name all the WNF accounts: Google, MailChimp and 123 Reg (the website), and she had re-named all of them Wolvercote Neighbourhood Forum. She had set up the Google account to be accessible to PB and TD, so as to enable their access to WNF emails. Annual charges for the website were still payable by retired committee member John Bleach (to be refunded by WNF), but this would be remedied before the next payments were due. LF had indicated that she would be retiring from the committee at the forthcoming AGM, but had generously agreed to continue managing these WNF accounts.

It was agreed to attempt to use a leaflet drop to help advertise the AGM and the activities of the WNF SC more generally. KK had investigated with Royal Mail, but it

remained unclear how to communicate to RM the addresses to be delivered to, or whether a list of street names would be adequate. It was also unclear how many leaflets would be needed. KK agreed to attempt to resolve these. KK and TD volunteered to draft wording for the leaflet.

Actions: TD, KK

Item 9: *Review of the Neighbourhood Plan* It was reported that the Government had ceased supporting Locality, which was the source of funds supporting creation or revision of Neighbourhood Plans. It was agreed not to progress further with considering revision of WNP at present.

6. Community Infrastructure Levy

6.1 Review of applications to CIL Round 8, Autumn 2025

Sixteen applications had been received by the deadline of 10 September. TD had circulated a summary of them, together with initial comments on each of them, from the CIL team.

Each application was discussed by the committee, taking account of comments received from MB, and a decision was taken on how to present it in the public consultation: specifically what comments to provide (e.g. any reservations, or need for assurances or more information, before a decision can be made).

Summary of committee's agreed comments

Application	Amount requested	Comments
8.01 Burgess Field Hedge Laying	£1920	More assurance is needed on benefit to Wolvercote residents
8.02 Scout hut equipment replacement	£2357	
8.03 Kitchen extension for Wolvercote Mill	£157,178	Much more information is needed, on exactly what is proposed, how it is justified, and the quotations presented.
8.04 Wolvercote WI display cabinet	£817	
8.05 Safer Paws initiative Phase 2	£707	Strong reservations, because the bid is inconsistent with the previous successful CIL application for Phase 1.
8.06 Wolvercote Cricket Club Roll-on net	£1599	

8.07 Wolvercote Cricket Club shutter for scoreboard	£3205	
8.08 Cutteslowe Primary School acoustic panels	£6957	
8.09 Hay making on Wolvercote Green	£20,868	Reservations. What about the mower previously funded from CIL? Why is a second mower needed? Why not hire the mower?
8.10 Cutteslowe Community Woodland benches	£2671	Benches with back-rests would be preferable.
8.11 Computer upgrades for Cutteslowe Community Association	£2306	More assurance is required that they are really necessary.
8.12 Solar panels for Cutteslowe Primary School	£40,676	More justification is needed for the funding requested, since not based on the lowest quotation. Assurance is needed that necessary permissions are in place.
8.13 Lower Wolvercote playground further improvements	£29,489	
8.14 WYPC improvement to access to facilities	£14,526	
8.15 Cutteslowe Community Greenhouse Phase 1	£50,000	A small part of an expected much bigger CIL request, where WNF will need to be closely involved.
8.16 Cutteslowe Light Trail	£5773	Strong reservations, because lights were already funded by CIL in 2024.

TD would arrange with Steve Roberts for the applications to be uploaded to the WNF website, together with messages encouraging comments from residents. PB would liaise with LF about sending a MailChimp email encouraging residents on the WNF email list to respond to the consultation.

Actions: TD, PB

6.2 Updates from previous CIL rounds

A further application had been received recently from Wolvercote Baptist Church for the services of a Quantity Surveyor, in relation to the proposed refurbishment

of the Baptist Church Hall: estimated at £1000 inc VAT (final figure was to be confirmed). This was approved by the committee as a necessary minor extension to the previously approved Application 5.05.

6.3 Potential future CIL applications

6.3.1 Baptist Church Hall refurbishment This was expected to be a large request (of the order of £100k), but no firm application could be made until after work done by a Quantity Surveyor (see Item 6.2).

6.3.2 FMD Pavilion PB had received verbal assurance from Jim Ruddick (of Summertown Stars) that Oxford City Council had indicated they would not object to the replacement of the existing, inadequate, pavilion. No further information had yet been received on this project.

6.3.3 Wolvercote Village Hall EC had indicated that WVH would be requesting CIL to help fund essential refurbishment of the building. But no application had been received yet.

6.3.4 Wolvercote Primary School No further information had been received yet, on the school's ambition to have a new building to enable their expansion of early years nursery provision.

7. Preliminary Planning of the AGM on 25 November

Wolvercote Village Hall had been booked for the evening of 25 November, with access available from 7pm until 10pm. It was agreed to follow the usual pattern of AGM agendas. There would be two parts to the meeting, with a refreshment break around the middle of the programme. Wolvercote WI had agreed to provide the refreshments.

Part 1 would be presentations on the work of the SC during the year 2024/25, including reports from the Chair and the Treasurer, supplementing their written Annual Reports.

Part 2 would be invited presentations, especially from recent or potential applicants for large CIL grants: potential invitees were Cutteslowe Greenhouse, Wolvercote Mill, Summertown Stars, WVH. Another possible invitee was Oxford North.

Details would be decided at the next meeting.

8. WNF response to local public consultations

8.1 Oxford Local Plan 2042 draft version

PB reported that Comments had been submitted on behalf of the Steering Committee to Oxford City Council in August.

8.2 Other public consultations

From the list of planning applications currently subject to public consultation, it was agreed that the Steering Committee would submit objections on behalf of WNF to two.

25/02082/ADV (two 250m advertising hoardings alongside the A40 and A44), because of the immense size of the advertisements, and the distraction they would cause to users of these main roads. MB or PB would prepare a draft submission for consideration by the committee.

25/02222/FUL (installation of an air source heat pump at 11 Prior's Forge), because of the potential for noise nuisance to a neighbour. PB would prepare a draft submission for consideration by the committee.

Actions: MB, PB

9. Barbeques at the Bathing Place

It was agreed that Oxford City Council's trial of accommodating the public using barbeques at the Bathing Place had been incompetently implemented, resulting in much damage to the grass and picnic tables. When the 'Easter to September' trial was complete, a complaint would be sent on behalf of WNF to the City Councillor responsible, demanding that there be no repeat of it.

10. Any other business

There was no other business.

11. Date of Next Meeting

The next meeting would be held at 7.30pm on Wednesday 22 October.

PB