

WNF Steering Committee

Minutes of a meeting held at 7.30pm on 22 October 2025, at 27 Lakeside

Present: Mary Brown (online), Paul Buckley (Chair), Elaine Chaston, Tony Dale, Chris Dawkins (online from 8.20), Judith Haverty, Richard Lawrence-Wilson (Treasurer), David Stone, Cllr Andrew Gant (online from 8.35)

1. Apologies

Apologies for absence were received from Melat Ayele, Louise Franklin, Katherine Kaye, Cllr Steve Goddard, Cllr Jo Sandelson

2. Declarations of interest

EC as a member of Wolvercote W.I.; MB as a member of Wolvercote Commoners' Committee; AG as a trustee of Wolvercote Young People's Club.

3. Minutes of the meeting on 17 September 2025

Draft minutes had been previously circulated, and were approved as being a true record.

4. Matters arising from the Minutes

There were no matters arising, not already on the agenda.

5. Community Infrastructure Levy

5.1 Applications to CIL Round 8, Autumn 2025

All the 16 applications received had been made publicly available on the WNF website from 29 September to 17 October. Many public comments had been received by email. TD had since circulated to the committee summaries of all these comments.

Taking account of all the comments received, each application was considered in detail, and decisions were taken on how to respond to them – see below.

Application	Amount requested	Decision
8.01 Burgess Field Hedge Laying	£1920	Approved
8.02 Scout hut equipment replacement	£2357	Approved
8.03 Kitchen extension for Wolvercote Mill	£157,178	The request far exceeded any previous bid. It was agreed that WNF needed to

		create a new strategy for how to respond to such large bids, since more detailed scrutiny was necessary. It was agreed to defer the decision until that had been achieved, and then applied to this application. Applicants would be advised accordingly.
8.04 Wolvercote WI display cabinet	£817	Approved
8.05 Safer Paws initiative Phase 2	£707	Declined, because the bid was inconsistent with the previous successful CIL application for Phase 1.
8.06 Wolvercote Cricket Club Roll-on net	£1599	Approved
8.07 Wolvercote Cricket Club shutter for scoreboard	£3205	Approved
8.08 Cutteslowe Primary School acoustic panels	£6957	Approved
8.09 Equipment for hay making on Wolvercote Gren	£20,868	Approved
8.10 Cutteslowe Community Woodland benches	£4092	Approved (for benches with back-rests)
8.11 Computer for Cutteslowe Community Association	£668	Approved
8.12 Solar panels for Cutteslowe Primary School	£40,676	Approved
8.13 Lower Wolvercote playground further improvements	£29,489	Approved
8.14 WYPC improvement to access to facilities	£14,526	Approved, on the basis that WYPC had indicated progress is being made in achieving a further lease extension from the landlord (Oxfordshire County Council).

8.15 Cutteslowe Community Greenhouse Phase 1	£50,000	Approved subject to conditions: 1. £54k has been received from PIA 2. The new lease is in place 3. Insurance of the glass of the greenhouses is in place
8.16 Cutteslowe Light Trail	£5773	Declined, because lights were already funded by CIL in 2024.

In relation to 8.14, AG offered to check with the County Council the current situation with respect to further extension of the WYPC lease.

TD would notify each applicant of the decision on their application, and forward approved applications to Oxford City Council for payment.

Actions: AG, TD

5.2 Updates from previous CIL rounds

The committee also approved a minor extension of £1000 to previous Application 5.05 from Wolvercote Baptist Church, to meet the cost of hiring the services of a Quantity Surveyor, needed for planning refurbishment of the Baptist Church Hall.

5.3 Updates on potential future CIL applications

There was no new progress to report on Davenant Road traffic calming.

PB reported having received an enquiry from Wolvercote Primary School asking whether WNF would be prepared to consider an application for about £350k, to fund a new building, to allow further expansion of nursery provision at the school. After discussion, it was agreed that such a large CIL grant could not be contemplated by WNF at present, as it would consume such a large proportion of CIL money currently available to WNF. It would hinder consideration of several other smaller, but still large bids (£100k+) known to be already in preparation. PB would convey the committee's view to the Head Teacher.

Action: PB

TD reported having received a suggestion of using CIL funds to support the creation of a skate park at Oxford North, on land unusable for other purposes, under the A34 viaduct. TD understood that TWO had been approached and were prepared to consider this. The consensus view of this idea, in principle, was favourable, in view of the need for more local facilities for young people.

The way ahead on large CIL applications. It was agreed that CIL bids as large as 8.03 (£157,000 requested), and others of similar magnitude known to be in preparation, required much more scrutiny than all the smaller bids previously received, and therefore required new procedures to be established for this purpose. It was agreed to hold a special meeting to discuss the principles to be applied in such cases, and

how to implement them. PB would set this meeting up [it was later arranged for Wednesday 5 November at 7.30pm]. RLW agreed to draft, and circulate in advance, a paper highlighting all the issues involved, to provide focus for the discussion. [Following that meeting KK circulated a summary of the principles proposed for guiding CIL decisions on such big bids.]

Action: PB

6. Planning of AGM on 25 November

The AGM was to take place at 7.30pm on Wednesday 25 November, at Wolvercote Village Hall. Access would be available from 7.00pm: committee members were requested to attend by 7pm if possible, to help set up the hall. EC offered to take details of attendees arriving, and to take notes during the meeting, to help with preparing minutes.

The first part of the evening would be devoted to agenda items required by the constitution: Annual Report from the Chair, Report and Accounts from the Treasurer, and any elections required. There would be vacancies for: Chair (PB's two year term was ending), Vice-Chair (following John Bleach's retirement), Secretary (still vacant), and two committee members.

It was agreed that the second part of the evening would feature speakers from the Wolvercote Mill, and from the Cutteslowe Greenhouse project. This would be timely because both had either applied, or would soon be applying, for large CIL grants.

It was agreed on this occasion to include some leafleting to help publicise the meeting. But since it was still unresolved how to engage Royal Mail to deliver leaflets to the specific streets of the WNF area, it was agreed the committee would hand deliver leaflets, but to just a manageable portion of the area. TD agreed to work with LF to design the leaflet. [It was agreed at the meeting on 5 November that leaflet delivery would be carried out by PB, TD, CD, JH and DS].

PB would also ask LF to design posters for the meeting, and would arrange for printing of them.

Actions: EC, TD, LF, PB, CD, JH, DS

7. WNF response to local public consultations

7.1 Planning application 25/02082/ADV

An objection had been submitted on behalf of WNF to Oxford City Council on 3 October.

7.2 Planning application 25/02222/FUL

Since the last meeting, it had been agreed by email not to send an objection, since the potential noise nuisance identified previously was judged, on further consideration, to be not severe.

7.3. Other consultations

Five new consultations on Oxford planning applications in the WNF area had appeared since the last meeting: three were still live. On the recommendation of MB and PB, it was agreed that none required a response.

8. Any other business

There was no other business.

9. Date of Next Meeting

Following the agreed schedule of meetings, the next meeting would be held at 7.30pm on Wednesday 10 December, if it was needed. The Chair would confirm it nearer the date.

JH/PB