

<b>APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT</b> <b>FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA</b> <b>Spring Round 2026</b>	
<ol style="list-style-type: none"> <li>1. Please read the “Guidance Notes for WNF CIL Funding Applications”</li> <li>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.</li> <li>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"> <li>• Location within or serving the WNF Community</li> <li>• The recipient operates as a recognised body with a nominated bank account</li> <li>• The project has agreement in principle from the property or asset owner</li> <li>• Value for money</li> <li>• Consideration has been given to health and safety requirements</li> <li>• Environmental sustainability</li> <li>• Innovation</li> </ul> </li> <li>4. If your application is successful, please <ul style="list-style-type: none"> <li>• Confirm to the Forum receipt of funding from the City Council</li> <li>• Send us photographs of your finished project.</li> </ul> </li> </ol>	
<b>APPLICATION DATE</b>	16/03/26
<b>REVISION DATE</b> if applicable	
<b>TITLE</b> Short title by which the project will be known	Dishwasher for Wolvercote Monday Lunch Club
<b>PROJECT APPLICANT(S)</b> Name of person (not organisation) who has initiated the project. <b>Do not include contact details here: see page 3.</b>	Teresa Woodbridge
<b>APPLICANT ORGANISATION</b> Name and type of organisation, if applicable, charity number.	Wolvercote Monday Lunch Club Voluntary group
<b>OUTLINE PROJECT DESCRIPTION</b> 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. Working with elderly people it is essential that high standards of hygiene should be kept, and that crockery, cutlery, glasses and pans be thoroughly cleaned

	<p>after each session. We have so far been awarded Food Rating of Five Stars by Oxford Council, and to maintain this a dishwasher is essential. Our previous dishwasher stopped functioning suddenly on March 2<sup>nd</sup>, and a replacement was urgently required as soon as possible.</p>
<p><b>MAIN TASKS</b> A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>Sourcing and purchasing of a replacement dishwasher, including delivery, connection and removal of old dishwasher.</p>
<p><b>STAKEHOLDERS &amp; DETAILS OF CONSULTATION</b> (e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>The Baptist Church Deacons, the Lunch Club steering committee and Treasurer have all been consulted over this matter and given their consent,</p>
<p><b>RELEVANCE TO THE NEIGHBOURHOOD PLAN</b> How does the project enhance or develop our neighbourhood?</p>	<p>Most Lunch Club guests are elderly, many with mobility issues 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 twenty or so 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 24 – 30 people sit down to a meal each time. Free 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 few years and to see them form friendships with other residents.</p>
<p><b>CONSENTS REQUIRED</b> 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><b>FINANCE</b> 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</p>	<p>As this was an essential purchase to enable us to continue the service under the terms of our Food Rating, we researched the best possible rate for the Bosch dishwasher and services required,</p>

<p>funding? What will the CIL grant be spent on?</p> <p>PLEASE INCLUDE COPIES OF FIRM QUOTATIONS</p>	<p>which, with a discount, amounted to £450 in total,</p> <p>Receipt attached,</p> <p>The Lunch Club will bear the costs of installation, as an adjustment needs to be made to the electrical supply to ensure safety.</p>
<p><b>MAINTENANCE</b></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 purchase price includes a warranty and any costs incurred after that will be borne by the Lunch Club.</p>
<p><b>RISK ASSESSMENT</b></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><b>MONITORING AND REPORTING</b></p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>N/A</p>
<p><b>OTHER COMMENTS OR INFORMATION</b></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 retrospective application but as outlined above it was not feasible to wait any length of time as it affects the health and safety of our operation.</p>
<p>Completed applications, WITH COPIES OF FIRM QUOTATIONS WHERE APPLICABLE should be sent with a covering email to <a href="mailto:wolvercotenf@gmail.com">wolvercotenf@gmail.com</a></p>	