

APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA Spring Round 2026	
<ol style="list-style-type: none"> 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 4. If your application is successful, please <ul style="list-style-type: none"> • Confirm to the Forum receipt of funding from the City Council • Send us photographs of your finished project. 	
APPLICATION DATE	16 th March 2026
REVISION DATE if applicable	-
TITLE Short title by which the project will be known	Refurbishment of the School Hall at Cutteslowe Primary School
PROJECT APPLICANT(S) Name of person (not organisation) who has initiated the project. Do not include contact details here: see page 3.	John Noble
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Cutteslowe School Friends Charity 1176411
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 objective of this project is to repair and redecorate the school hall at Cutteslowe Primary School. The school hall is one of the most heavily used spaces in the school. It is used daily for assemblies, sport, music/drama, lunch and after-school

	<p>activities. It is also used regularly by local community groups.</p> <p>The hall is in need of repair and redecoration having last been redecorated many years ago.</p> <p>Improving the hall, to create an inspiring space, will support our children’s learning, behaviour and wellbeing, whilst also benefiting the wider community that uses the space, protecting an important community asset for many years to come.</p> <p>In the last year, we have begun a process of transforming spaces within the school – our first project was the library which is now complete (funded by donations to Cutteslowe School Friends) – we welcome visitors to come and see for themselves the difference this has made.</p>
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>If our bid is successful, we aim to complete this work during the school summer holidays in July / August 2026 to minimise disruption to the children.</p> <p>The tasks are broken down in the detailed quotation provided.</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>John Noble, Co-Chair, Cutteslowe School Friends</p> <p>Lee Smith, Business Manager, Cutteslowe School</p> <p>Gillian McDermott, Headteacher, Cutteslowe School</p> <p>Children of Cutteslowe School</p> <p>Parents of Cutteslowe School</p> <p>Community Groups e.g. Cutteslowe Connected Church who use the hall as their primary place of worship</p>

	<p>Teachers, children, parents and community groups who use the hall have been consulted.</p> <p>The school business manager and headteacher have been consulted and are both very supportive of this project and the benefits it would provide.</p>
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>A significant proportion of the children who attend Cutteslowe Primary School live within the Wolvercote Neighbourhood Plan boundary area as a large proportion is within our catchment area.</p> <p>This project is for the benefit of all the children, staff and parents at Cutteslowe Primary School in addition to the various community groups who use the hall during evenings, weekends and school holidays.</p> <p>The school will also be used by many of the children from the Oxford North housing developments.</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 FIRM QUOTATIONS</p>	<p>£2,267 Repairs to stage front panels</p> <p>£316 Repairs to stage back panels</p> <p>£2,581 Repairs / redecoration of high wall panels</p> <p>£12,862 Redecoration of main hall</p> <p>£4,178 Redecoration of stage areas</p> <p>£3,826 Redecoration of adjoining storage rooms (preferred, due to visibility from hall)</p> <p>£26,030 TOTAL</p>

	<p>NB A quotation with a detailed breakdown has been provided.</p> <p>NB Where multiple options have been presented on the quotation we have selected the cheapest practical option.</p> <p>NB Please bear in mind the large size of the room with high ceilings and the need for a scaffold and durable paint finishes.</p> <p>NB We enquired about government schools funding but this is available only for emergency repairs.</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>We are not seeking any on-going maintenance costs.</p> <p>Currently our school caretaker has to repair the stage front panels several times each year, this will no longer be required once they are properly repaired as part of these refurbishments.</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 identified financial risks associated with this project. Appropriate health & safety risk assessment will be carried out as part of the works.</p> <p>The suppliers selected have all either carried out work for the school previously or been recommended.</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>Success of this project will be evaluated through feedback from the staff, children, parents and community groups who use the hall.</p> <p>Photos and an invitation to visit the finished hall will also be provided to the CIL committee.</p>

OTHER COMMENTS OR INFORMATION

Please list anything else of relevance you wish the Committee to be aware of.

Our aim is to create a school environment which is engaging for the children and community and supports them to learn, develop and thrive.

Research consistently shows that the quality of school environments has a significant impact on children's learning, behaviour and wellbeing.

The condition of the environment also influences how people treat it. Evidence suggests that when schools maintain spaces carefully, pupils develop a greater sense of pride and responsibility for their surroundings, making them more likely to keep them tidy and respect shared spaces.

For primary-aged children, environments that feel safe, attractive and valued can strengthen their sense of belonging to the community.

The condition of the hall is continuing to deteriorate, through wear and tear. Investing in preventative maintenance now, will save larger costs in the future.

Completed applications, WITH COPIES OF FIRM QUOTATIONS WHERE APPLICABLE should be sent with a covering email to wolvercotenf@gmail.com