

Wolvercote Commoners AGM
Wednesday 28th May 2025 **Wolvercote Village Hall**

Minutes

Present: Simon Lowry (SL), Rebecca Cariad (RC), Kirsten Berry (KB), John Powers (JP),
Chris Graf (CG), Mike Taylor (MT), Cara Massarano (CM) Julie (JH)

Chair: Simon Lowry

Attending: Jo Sandleson **Councillor**, Mark Lygo **Chair Oxford County Council**,
Peter Smith **Chair Freeman**

1. Apologies

The chair reported apologies from Jo and Nick Malden from Wolvercote Tree Group, EW, MB, BH, TH, ND

1. Minutes

Minutes from 2024 agreed and approved.

1. Matters arising

None outside agenda.

1. Chair's Annual Report

The Chair welcomed all attending to the 96th year of WCC. First established in 1929. He gave a brief history of the three Wolvercote Commons and the history and work of the Commoners Committee. Including Commoners Rights and the permit scheme.

Questions/ Queries:

MT raised the need for a countryside ranger emergency contact number for livestock issues when post is filled. Thanked AD for assistance in latest pony spooking incident.

Jo Sandleson raised the need for board walks by bridges over the meadow/common ditch. Suggested use of CIL funding, SL suggested discussion with council and freeman for works to be carried out.

Bridge by Burgess Field is much better but still muddy - Freeman issue.

JP raised use of Facines (bundled sticks) SL informed that they can't be used around livestock.

MT raised issue of vigorous growth of Himalayan Balsam on Binsey side of the river. SL suggested working with Freeman to manage it. Mapping its presence would be useful.

Scything of Wolvercote Green, how, when, by whom all discussed, possible collaboration with Eynsham Meadow scythers, and Oxford conservation volunteers (scythe OPT land), Scything competition planned for 15/6

Michael A has been noting and photographing orchids on WG- Bee orchid gone after one day, suggestion for little notices to inform passers of the orchids. Meadowsweet alongside path needs cutting. Michael Buck explained about historical mosaic scything of WG and its benefits plus cutting hay early.

Agreed Meadowsweet to be cut back as part of prep for Midsummer festival.

Bench and notice boards by WG in poor condition. SL noted and WCC has

funds for replacement of board plus footing around bench.

1. Treasure's report

KB reported accounts are in credit, due to CIL payments for playground equipment a new notice board amongst other things. KB thanked Richard Wilson for auditing accounts and declared them correct. He has been nominated and accepted for the role next year.

Refreshment break

6.Cow-op and school outreach

RC - outreach with children sessions went well last year. RC intends to host more this year. She is strengthening engagement links to 2schools. Reports from 2nd year school biodiversity sample shows a decrease in flora diversity this year. Explained about the Cow-op project, that 3 cows are being grazed at Fair Close Farm then the commons by 8 shareholders, supported by CIL infrastructure funding and administratively supported by WCC. Long term vision to make cattle keeping on the commoners more accessible. Plans for a cattle keeping awareness 'cow-lidh ceilidh' at WVH in the future. Tony Morris due to give a talk on the history of agriculture on Port Meadow upcoming.

7.Election of Members

The Chair invited attendees to stand for a position on the committee. There is one free position. No takers but attendees were invited to approach the WCC at any point in year to register their interest. Nick and Barry (in absence) agreed to stand for another 3 years -agreed.

8.AOB

Wolvercote Neighbourhood Forum has meeting, public invited to join.
Tuesday 3rd June 7.30

Date of next years AGM TBC

The Chair finished by thanking everyone for attending.

Wolvercote Commoners' Committee
Financial statement, year ending 30th November 2025

Income	2024/25	2023/2024
<i>Routine income</i>		
RPA Stewardship grant	19,036.91	5,363.34
Goose Green hire	0.00	0.00
Surgery rent	395.00	395.00
Allotment rent	30.00	30.00
Way leave	10.00	10.00
Cow Ceilidh	446.80	147.00
Repayment from Pulse8	44.00	
Bank interest	382.23	
Subtotal - routine income	20,344.94	5,945.34
<i>Community Infrastructure Levy (CIL) funding</i>		
WCC haymaking	22,668.00	0.00
Lower Wolvercote Playground Equipment	39,173.94	2,479.24
Cow-Op	9,380.00	
Wolvercote Village Hall notice board		1,092.00
Subtotal - CIL funding	71,221.94	3,571.24
TOTAL INCOME	91,566.88	9,516.58
Expenditure	2024/25	2023/2024
<i>Governance and administration</i>		
Secretarial costs, office expenses, printing	30.00	151.25
Insurance	405.56	405.56
Events - Carols, Cow Cerran and talks	850.62	0.00
AGM	275.00	0.00
Room hire	300.00	1,030.00
CPRE subscription	36.00	36.00
Website hosting (domain name)	157.00	119.88
<i>The Commons and the environment</i>		
Wolvercote Green	1,975.79	20.00
Wolvercote Common	1,332.00	1,332.00
Goose Green	224.99	0.00
CIL - hay making	0.00	91.97
CIL - Lower Wolvercote playground	0.00	2,479.24
CIL - Cow-Op	1,775.00	
CIL - Wolvercote Village Hall notice board		1,092.00
TOTAL EXPENDITURE	7,361.96	6,757.90
SURPLUS or DEFICIT(-)	84,204.92	2,758.68

Balance sheet		
Opening balance at 1 December	23,578.91	20,820.23
Add/subtract surplus/deficit for the year	84,204.92	2,758.68
Closing balance at 30 November	107,783.83	23,578.91
Represented by		
Cash in Bank (Current Account)	87,374.07	23,567.18
Cash in Bank (Deposit Account)	20,382.23	0.00
Petty Cash	27.53	11.73
Current assets	107,783.83	23,578.91
Current liabilities - CIL money	69,446.94	0.00
Net assets	38,336.89	23,578.91

I have examined the financial records of the Committee for the year ended 30 November 2025 and I consider that this statement gives a true and fair view of transactions during the year and of the Committee's assets and liabilities at that date.

(Signed) Richard Lawrence-Wilson, Honorary Auditor, 27 April 2026

Wolvercote Commoners' Committee
Financial statement year ending 30th November 2025

Date	Item	Cost £	Income £	Ref	Notes
6-Dec-24	BAC GBS RE RPA NO2 ACC, PY2372959		19,036.91	1	
17-Dec-24	DPC CARA MASSARANO, WCC REPAYMENT	57.32		2	Christmas Carols
10-Jan-25	DPC WHITE HART PUB , INVOICE 3848	30.00		3	
12-Feb-25	DPC WHITE HART PUB , INVOICE 3885	30.00		4	
3-Mar-25	DPC WHITE HART PUB , INVOICE 3910	30.00		5	
26-Mar-25	DPC NOLL CS LTD , SI-1598	1,500.00		6	Wolvercote Green, fencing
26-Mar-25	DPC K BERRY, WCC EXPENSES	30.00		n/a	OxClean and accounts expenses (printing)
3-Apr-25	DPC WHITE HART PUB , INVOICE 3947	30.00		7	
7-Apr-25	DPC CARA MASSARANO , WCC REPAYMENT	35.00		8	AGM
2-May-25	DPC Transfer to Savings A/C 75095750			n/a	see statement
2-May-25	DPC WHITE HART PUB , INVOICE 3990	30.00		9	
13-May-25	C/R SSE wayleaves		10.00	10	
28-May-25	BAC OXFORD CITY COUNCIL - CIL FUNDING		9,380.00	n/a	CIL, Cow-Op
25-Jun-25	DPC K BERRY, WCC EXPENSES	15.50		11	Wolvercote Green, hay making
25-Jun-25	DPC ANNS MUNCHIES, INV-18328	240.00		12	AGM
14-Jul-25	BAC SUMMERTOWN GROUP P, SHC 0725		395.00		Ground rent
14-Jul-25	DPC NICHOLAS DUNBAR , WCC REPAYMENT	60.29		13	Wolvercote Green, hay making
15-Jul-25	DPC WOLVERCOTE V HALL , COW CEILDH	220.00		14	Cow Ceilidh, including £100 deposit
21-Jul-25	DPC WHITE HART PUB , INVOICE 4063	30.00		15	
24-Jul-25	BAC LOWER WOLVERCOTE ALLOTMENT RENT 25		30.00	n/a	Ground rent
24-Jul-25	DPC EDWARD HAWES, WCC INVOICE 44	1,332.00		n/a	Wolvercote Common, thistle topping
1-Aug-25	D/D PULSE8BROADBAND , PUL06374	44.00		16	Domain name and website
7-Aug-25	DPC WHITE HART PUB , INVOICE 4111	30.00		17	
11-Aug-25	DPC JAMES ROBSON, CIL COWS	1,500.00		18	COW-OP CIL
14-Aug-25	DPC TIMOTHY HOPKINS, GOOSE GREEN BENCH	224.99		19	Goose Green
18-Aug-25	DPC PULSE8 , ACC 6374 INV196228	44.00		n/a	repeat charge in error
19-Aug-25	BAC COMPUCARE COMPUTER, PUL06374 - REFUND		44.00	n/a	repayment
1-Sep-25	D/D PULSE8BROADBAND, PUL06374	23.00		20	Pulse8 charge
8-Sep-25	DPC GALLAGHER , INVOICE 546963692	405.56		21	Insurance
8-Sep-25	DPC WHITE HART PUB , INVOICE 4153	30.00		22	
10-Sep-25	DPC TOM CHAPMAN, INVOICE 21/08/25	275.00		23	COW-OP CIL
16-Sep-25	BAC WOLV VILL HALL , RETD DEPOSIT		100.00	14	Cow Ceilidh deposit
17-Sep-25	BAC CARIAD RJ, CEILIDH		81.00	n/a	Cow Ceilidh door taking
18-Sep-25	DPC MERLIN HARVEY , WCC 25-099 WCC	400.00		24	Wolvercote Green, willows
22-Sep-25	DPC JOHN WINTERBOTTOM, Cow Ceilidh	350.00		25	Cow Ceilidh

22-Sep-25	D/D	CPRE, 019392	36.00			26	Membership
23-Sep-25	BAC	TIMOTHY HOPKINS, Cow Ceilidh		250.00		n/a	Cow Ceilidh ticket sales
		Cow Ceilidh miscellaneous cash receipt		15.80			
1-Oct-25	D/D	PULSE8BROADBAND, PUL06374	23.00			27	Pulse8 charge
2-Oct-25	DPC	WHITE HART PUB , INVOICE 4189	30.00			28	
13-Oct-25	DPC	CARA MASSARANO, WCC REPAYMENT	173.30			29	WCC Talks
3-Nov-25	D/D	PULSE8BROADBAND , PUL06374	23.00			30	Pulse8 charge
4-Nov-25	DPC	WHITE HART PUB , INVOICE 5034	30.00			31	
18-Nov-25	DPC	CARA MASSARANO, WCC REPAYMENT	50.00			n/a	WCC Talks (room hire and refreshments)
25-Nov-25	BAC	OXFORD CITY COUNCIL - CIL FUNDING		22,668.00		n/a	CIL, WCC haymaking kit
25-Nov-25	BAC	OXFORD CITY COUNCIL - CIL FUNDING		39,173.94		n/a	CIL, Lower Wolvercote playground
		Interest - liquidity account		382.23			

Total cash flow	7,361.96	91,566.88
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Cash transactions

Petty cash at 1 December 2024	£11.73
Petty cash at 1 December 2025	£27.53

Completed by Kirsten Berry 24.02.2026

B/S = bank statement
no. = receipt reference
n/a = receipt/documentation not available

Charity Commission Annual Return

Donations and legacies
Other trading activities
Other

KB still to do

total
check

Liquidity Account

	Paid in	Interest
May	20,000.00	52.78
June		58.59
July		57.83
August		51.28
September		56.73
October		55.11
November		49.91
Total interest		382.23
To income account		

CIL tracker

2024-25	Fund value		Spent
Cow-Op	£	9,380.00	1,500.00 275.00
Fund remaining	£	7,605.00	1,775.00

2024-25	Fund value		Spent
Wolvercote Playground	£	39,173.94	0
Fund remaining	£	39,173.94	0

2024-25	Fund value		Spent
WCC Haymaking kit		22,668.00	0
Fund remaining	£	22,668.00	0

Current liabilities

Total of CIL funds remaining (to balance sheet)	£	69,446.94
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Date

11-Aug-25
10-Sep-25

Date

Date

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