

Woodstock Community and Infrastructure Delivery Plan 2019

APPENDIX 14

Community Indoor Venues Assessment Report

September 2019

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Community Indoor Venues Assessment – Introduction

Background – the Woodstock Community and Infrastructure Delivery Plan

In the adopted West Oxfordshire District Council Local Plan 2031 (WOLP), three development sites in Woodstock at Hill Rise, north of Banbury Road and Woodstock East have been allocated. These will provide approximately 600 homes.

In addition, Cherwell District Council is in the process of reviewing its recently adopted local plan to accommodate Oxford's unmet housing need. In *Cherwell Local Plan Part 1 Partial Review- Oxford's unmet housing need*, Cherwell District Council proposes a further allocation of 410 homes, adjoining Woodstock (Policy PR10, Woodstock South-East). This proposal continues to be strenuously opposed by Woodstock Town Council, together with Cherwell's plans to build on the green belt between Oxford and Woodstock. In July 2019, the Planning Inspector came to a preliminary conclusion that this policy should be deleted.

A map of these sites and more detail about them is available at **Appendix 1**.

All these sites are owned by Blenheim Estate. This presents a unique opportunity for a single landowner with an ongoing, multi-generational interest in the town, to implement holistic infrastructure improvements in the town. There are no competing, third party allocated sites in Woodstock. Blenheim Estate also owns several other sites that can be considered in this process.

Blenheim Estate and Woodstock Town Council have agreed to work in partnership to prepare a Community and Infrastructure Delivery Plan (CIDP) with the objective of:

- Ensuring housing developments proposed in and near Woodstock preserve and enhance the special character of the existing communities and facilities within the town.
- The new communities successfully integrate and connect with the town.
- That both the hard and soft infrastructure needed for Woodstock to continue to prosper and thrive is identified and where possible supplied.

Woodstock Town Council and Blenheim Estate have appointed Community First Oxfordshire (CFO) to consult the community about the current and future needs of the town.

The Intent of the Community Indoor Venues Assessment

In order to establish what levels of community indoor space is necessary to support new population growth from forthcoming development in Woodstock, it is necessary to establish the current 'baseline' of indoor space provision. This report assesses existing community indoor spaces/ buildings within Woodstock. It is intended to help in identifying existing gaps in provision and the future needs of the town with an increased population.

Almost every community has a range of indoor venues which may be available for community usage (i.e. those that are potentially hireable by residents). These include, but are not limited to, community halls, sports halls, church halls and community rooms, function rooms in commercial premises such as public houses, hotels and business parks, rooms and halls in primary and secondary schools, and scouts and guides halls etc. Community buildings may be more or less accessible to residents in accordance with the Equality Act 2010.

A range of buildings in Woodstock, have been identified by Community First Oxfordshire (CFO) as being available for community usage or being used to provide community services.

Hireable commercial premises and spaces such as function or meeting rooms in hotels, pubs and business parks etc. **are not included in this assessment** for the following reasons: 1- commercial hire rates tend to be higher (due to profit margins, staffing and insurance), thus less likely to be affordable to voluntary or community group users; 2- commercial premises tend to be geared to commercial hires (e.g. conferences, seminars) and do not have the flexibility/ robust décor suitable for a variety of community uses. There are often charges for staff time in setting/ re-setting the room, and: 3- commercial premises often have tied or restricted catering arrangements (e.g. a specified caterer must be used, or there is an expectation that participants will use the bar).

Methodology

From March to July 2019, CFO conducted desktop research and used community contacts to identify venues, spaces, rooms available for community use in Woodstock. Assessment forms were then sent to representatives of these venues, with respondents providing a range of information regarding physical analysis, hire and usage, and hiring policies. In some case, supplementary information was provided via follow-up contact. The detail noted in the individual assessment is that supplied by these respondents.

Some venues provided more information than others. Where information is scant, more detail would be helpful in order to build up a more detailed understanding of all venues, thereby ascertaining how best they can be supported, individually or collectively.

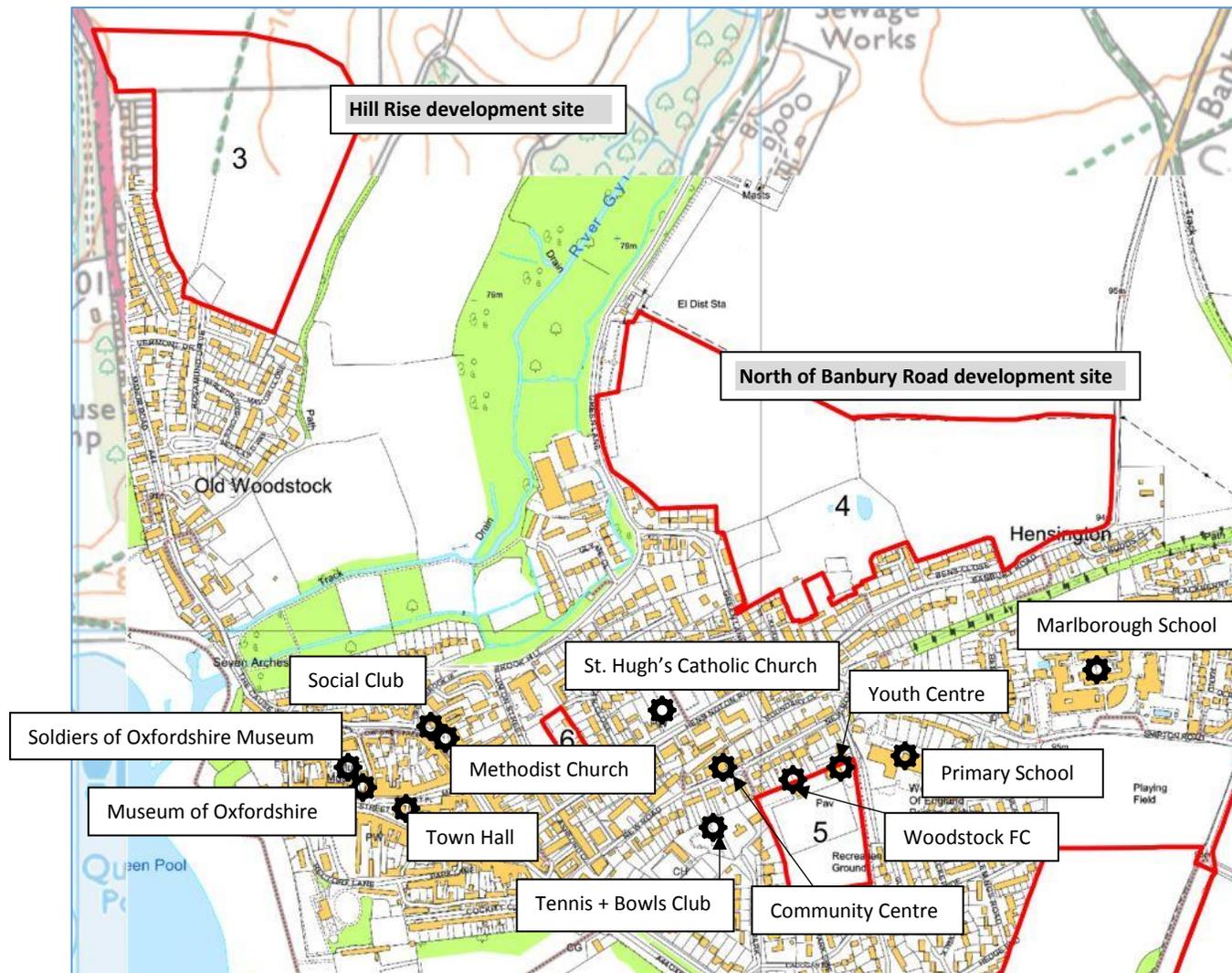
The following community venues are included in this report:

- Woodstock Under Fives Association (WUFA - nursery)
- Woodstock Primary School
- The Marlborough Church of England School, including the Marlborough Enterprise Centre
- Woodstock Tennis and Bowls Club
- Woodstock Town Football Club
- Woodstock Youth Club
- Oxfordshire Museum - The Coach House
- Soldiers of Oxfordshire Museum
- Woodstock Community Centre
- Woodstock Town Hall
- Woodstock Methodist Church
- Woodstock Social Club
- St Hugh's Roman Catholic Church

A map showing the location of these spaces can be seen below.

Unsuccessful efforts were made to contact St. Mary's Church and Woodstock Guide Hut, both of which have rooms available for community use. In addition, CFO has been made aware of a venue available for community use at the Fire Station. However, we were unable to source further information about this venue. Therefore, these three venues are not included in the report. However, the square metreage available for community use at these three venues has been calculated to assist with the analysis presented later in this report regarding the total available space for community usage in Woodstock. The Baptist Church was contacted but advised that it is rarely available for community use. Therefore, it has not been included in the calculation of total space available in the town.

Map 1 – Location of community indoor spaces



Community Buildings – individual assessments

Woodstock under-fives association (WUFA) - nursery

<p>Address and contact details Recreation Road, Woodstock, OX20 1NY</p> <p>Tel: 01993 810044 Email: office@wufa.co.uk Web: www.wufa.co.uk</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none">• Pre-School for children aged 2 – 4 (8.45 am – 3.15 pm)• Breakfast Club and After School Club for children aged 3 – 11 years• Governance status: Charitable Incorporated Organisation• Gender: Mixed• Number of students: 72 (May 2018)• Ofsted rating (2017): Good

Physical analysis	<ul style="list-style-type: none"> • Key constraints: available space and ability to meet demand for early-years provision • Expansion potential: replacement building • Improvement potential: see above • Space available for community usage: 80m²
Hire and usage	<ul style="list-style-type: none"> • Community availability: apart from usage as an early-years setting during the holidays, the building <u>does not suit</u> general hire

Woodstock Primary School

<p>Address and contact details Sipton Road, Woodstock, Oxfordshire OX20 1LL</p> <p>Tel: 01993 812209 Email: office.3145@woodstock.oxon.sch.uk Web: www.woodstock.oxon.sch.uk</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none">• Governance status: Voluntary Controlled CofE School• School type: Primary with nursery• Age range: 3 - 11• Gender: Mixed• Number of students: 338• Capacity: 315 students (May 2018)• Ofsted rating (2013): Outstanding
<p>Physical analysis</p>	<ul style="list-style-type: none">• Expansion potential: <i>no detail provided</i>• Improvement potential: new school hall• Space available for community usage: 172m²

Hire and usage	<ul style="list-style-type: none">• Community availability: used for various after-school clubs and activities; unlikely to have additional capacity to hire out these facilities further
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Marlborough Church of England School, including Marlborough Enterprise Centre

<p>Address and contact details Shipton Road, Woodstock, OX20 1LP</p> <p>Tel: 01993 811431 Email: admin.4560@marlborough.oxon.sch.uk Web: www.marlborough.oxon.sch.uk</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none">• Governance status: Academy Converter• School type: Secondary with 6th form• Age range: 11 - 19• Number of students: 1,015• Capacity: 1,138 students (May 2018)

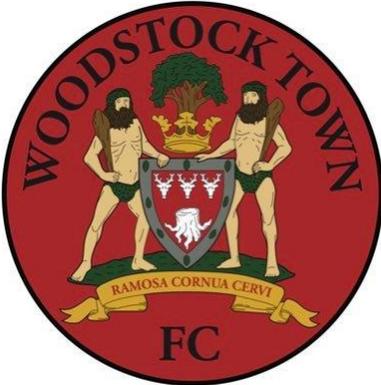
<p>Physical analysis</p>	<ul style="list-style-type: none"> • Key features: <ul style="list-style-type: none"> - MEC: large hall with a wooden floor, sprung for dancing. Mobile stage, fixed stage lighting and a sound room. Own entrance and toilet facilities - Sports Hall: a large hall with a new floor that was fitted in August 2018. Can be used for most indoor sports - 3 x seminar rooms: 20-25 people; interactive whiteboard; overhead digital projector; computers - Community room: up to 30 people; multifunctional space; small kitchen; toilet - Disabled access; kitchenette; toilets; parking (100 cars) • Expansion potential: <i>no detail provided</i> • Improvement potential: <ul style="list-style-type: none"> - MEC: additional stage equipment; changing rooms and toilets; additional space for community education evening classes. If this was self-contained it could be used during the day as well, to reach a wider audience • Space available for community usage: Sports hall- 603m²; MEC Hall- 294 m²
<p>Hire and usage</p>	<ul style="list-style-type: none"> • Community availability: only available at evenings and weekends (safeguarding of students during the day) • User groups: all groups considered except party bookings

Woodstock Tennis & Bowls Club

<p>Address and contact details Cadogan Park, Woodstock, OX20 1UW</p> <p>Tel: 01993 813741 Email: Tennis and Clubhouse hire- woodstocktennisclub@gmail.com Web: www.wbtc.org.uk</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none">• Four all-weather artificial grass tennis courts• Six-rink bowling green• Clubhouse and bar, available for hire, maximum 80 people• Car park• New members welcome

<p>Physical analysis</p>	<ul style="list-style-type: none"> • Key features: hall, bar, kitchen, changing rooms, toilets, conservatory • Expansion potential: limited- this is a large clubhouse that occupies almost all the non-playing space of the site • Improvement potential: solar panels, kitchen refurbishment, heating system upgrade, electrical system upgrade, BBQ area • Space available for community usage: 104m²
<p>Hire and usage</p>	<ul style="list-style-type: none"> • Community availability: available for community use • User groups: currently arts group, mother and toddler group, fitness classes, craft groups, tennis tots • Usage pattern: currently mainly weekday mornings and occasional evenings • Constraints: more limited availability during the summer (esp. on evenings and at weekends) because of club use; cannot open bar to non-members more than 12x per year

Woodstock Town Football Club

<p>Address and contact details New Road, Woodstock, OX20 1PD</p> <p>Email: info@woodstocktownfc.co.uk Web: www.woodstocktown.co.uk</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none"> • Ground capacity, circa 1,000. Hard standing around pitch perimeter. Covered standing adjacent to club house. • Home and away covered dugouts • Hot & cold food available on match day, fully licensed bar & TV • Free parking at ground
<p>Physical analysis</p>	<ul style="list-style-type: none"> • Key features: hall, bar, kitchen, changing rooms, toilets • Expansion potential: the club requires floodlights (and other improvements to facilities) in order to move up the leagues. • Improvement potential: see above. The optimum solution for the club is a facility with 2 floodlit pitches side by side, potentially with a gym. • Space available for community usage: 80m²
<p>Hire and usage</p>	<ul style="list-style-type: none"> • Community availability: available for community use

Woodstock Youth Centre

<p>Address and contact details Recreation Road, Woodstock, OX20 1NY</p> <p>Tel: 01993 811775 Email: info@woodstockyouthclub.info Web: www.woodstockyouthclub.info</p>	 
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none"> • Opened 2018 • Youth club meets every Tuesday night from 6.00 through to 8.30pm • The club is open to everyone aged 8 to 16 in Woodstock and all the surrounding villages
<p>Physical analysis</p>	<ul style="list-style-type: none"> • Key features: free Wi-Fi • Expansion potential: there is some expansion space on the grass that abuts the rear of the building • Improvement potential: grassed area at the rear • Space available for community usage: 149m²
<p>Hire and usage</p>	<ul style="list-style-type: none"> • Community availability: available for hire but very limited current availability due to existing bookings

	<ul style="list-style-type: none">• User groups: Dance groups, Art groups, Pilates, Yoga, Proactive exercise, Woodcraft Folk, WUFA after school club, local business for Health and Safety Training, Musical Minis, Messy Play and individual parties for children and adults
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Oxfordshire Museum – The Coach House

<p>Address and contact details Fletcher's House, Park Street, Woodstock, OX20 1SN</p> <p>Tel: 01993 814106 Web: www.oxfordshire.gov.uk/cms/public-site/oxfordshire-museum</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none"> • Coach House: self-contained block in garden of museum with kitchenette and toilet
<p>Physical analysis</p>	<ul style="list-style-type: none"> • Key features: self-contained block; own kitchenette and toilet; large store of tables and chairs • Expansion potential: none • Improvement potential: <i>no detail provided</i> • Space available for community usage: 160m²

Soldiers of Oxfordshire Museum

<p>Address and contact details</p> <p>Soldiers of Oxfordshire Museum (SOFO), Harrisons Lane, Woodstock OX20 1SS</p> <p>Tel: 01993 810 211 Email: frontofhouse@sofo.org.uk Web: www.sofo.org.uk</p>	
<p>Overview</p>	<ul style="list-style-type: none"> • Modern, purpose-built museum • Shared site with Local Authority (Oxfordshire County Council) For larger events, the meeting room partition wall can be opened to allow easy access into the museum galleries
<p>Physical analysis</p>	<ul style="list-style-type: none"> • Key features: meeting room- maximum capacity 60 people • Expansion potential: none • Improvement potential: huge (<i>no other detail provided</i>) • Space available for community usage: 52m²
<p>Hire and usage</p>	<ul style="list-style-type: none"> • Community availability: available for community use • User groups: all • Usage pattern: restricted by operating site hours

Woodstock Community Centre

<p>Address and contact details 32 New Road, Woodstock, OX20 1PB</p> <p>Tel: 01993 811216 Email: info@woodstock-tc.gov.uk Web: www.woodstock-tc.gov.uk</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none"> • Town Council owned facility • Situated in residential area • Recently fitted audio equipment and staging
<p>Physical analysis</p>	<ul style="list-style-type: none"> • Key features: main hall, kitchen and meeting room • Expansion potential: limited space to extend building and provide parking (which is very limited) • Improvement potential: The area to the back and side of the building could be resurfaced • Space available for community usage: main hall- 144m²; kitchen- 31m²
<p>Hire and usage</p>	<ul style="list-style-type: none"> • Community availability: available for community use • User groups: used for classes, functions and parties • Usage pattern: day and evening usage seven days a week

Woodstock Town Hall

<p>Address and contact details Town Hall, Market Square, Woodstock, OX20 1SL</p> <p>Tel: 01993 811216 Email: info@woodstock-tc.gov.uk Web: www.woodstock-tc.gov.uk</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none"> • Town Council owned – situated in centre of Woodstock
<p>Physical analysis</p>	<ul style="list-style-type: none"> • Key features: assembly room (maximum capacity 60 people); upper committee room/ kitchen (maximum capacity 25 people), Mayor’s parlour/ wedding venue (maximum capacity 60 people); Stair lift available to access the Assembly Room and kitchen • Expansion potential: none • Improvement potential: Disabled access • Space available for community usage: assembly room- 85m²; Mayor’s Parlour- 100m²; upper ancillary room/ kitchen- 51m²
<p>Hire and usage</p>	<ul style="list-style-type: none"> • Community availability: available for community use. Constraint: no site-specific parking • User groups: assembly room used for club meetings, functions and parties

Woodstock Methodist Church

<p>Address and contact details Oxford Street, Woodstock, OX20 1TT</p> <p>Email: bookings@woodstockmethodists.org.uk Web: www.woodstockmethodists.org.uk/index.php/room-hire</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none">• Located in centre of Woodstock.
<p>Physical analysis</p>	<ul style="list-style-type: none">• Key features:<ul style="list-style-type: none">- The church hall has a fully fitted kitchen, collapsible tables and stackable chairs, a screen on the wall, a piano and access to the small patio area out the back with a few outdoor children's toys. It has a maximum capacity of 50;- The meeting room has space for about ten people. There is a coffee bar in one corner;- the church itself is available for hire and seats about 90. The chairs are movable and can be rearranged, if required; there is a stand microphone and a radio mike available, and the building has an inbuilt loop system. It may be possible to make use of the other audio-visual equipment, by arrangement.• Expansion potential: <i>no detail provided</i>

	<ul style="list-style-type: none"> • Improvement potential: <i>no detail provided</i> • Space available for community usage: church hall- 42m²; meeting room- 15m²; main church- 77m²; kitchen- 11m²
Hire and usage	<ul style="list-style-type: none"> • Community availability: available for community use

Woodstock Social Club

<p>Address and contact details 44 Oxford Street, Woodstock, OX20 1TT</p> <p>Tel: 01993 812094 Email: Web: www.woodstocksc.co.uk</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none">• An important social hub for the community with many members saying its where they feel most comfortable
<p>Physical analysis</p>	<ul style="list-style-type: none">• Key features: dance hall- full sound & light system, stage area, HD Projector. Hall can be closed off from the main bar to offer privacy if required; licensed bar• Expansion potential: no detail given• Improvement potential: internal improvements/ decoration• Space available for community usage: dance hall- 170m²

Hire and usage

- **Community availability:** available for community use
- **User groups:** live music most weeks; darts, dominos, Aunt Sally, snooker, cribbage teams; older people sing along sessions; Probus meeting; Suez veterans; RSPCA bingo; weekly tea dances; children's parties

St Hugh's Roman Catholic Church

<p>Address and contact details Hensington Rd, Woodstock OX20 1JL</p> <p>Tel: 01993 812860</p> <p>Web: http://www.catholicparish.kidlingtonandwoodstock.uk/</p>	
<p>Overview</p>	<p>Key features</p> <ul style="list-style-type: none"> • No detail given
<p>Physical analysis</p>	<ul style="list-style-type: none"> • Key constraints: <i>no detail provided</i> • Expansion potential: <i>no detail provided</i> • Improvement potential: <i>no detail provided</i> • Space available for community usage: main hall- 132m²; meeting room- 4m²
<p>Hire and usage</p>	<ul style="list-style-type: none"> • Community availability: available for community usage

As noted above, unsuccessful efforts were made to contact St. Mary's Church, Woodstock Guide Hut and Fire Station, all of which have rooms available for community use. However, to assist with the analysis of total available space for community usage in Woodstock, the size of these facilities has been estimated as per the below:

- Guide hut – 80m² (est.)
- Fire station community room – 60m² (est.)
- St Mary's Church – 280m² (est.)

Community Venues/ Space and New Housing Development – Policy Context

Mitigating the Impact of New Development

For many years, developers have made financial contributions to mitigate the impact of new development. This has been done through Section 106 planning agreements with local authorities.

Since the introduction of the Community Infrastructure Levy (CIL) Regulations 2010, developers are expected to contribute towards the provision of infrastructure such as roads and schools, through a combination of mechanisms: paying a levy through CIL (if adopted at local level), S106 obligations, planning conditions and Section 278 highway contributions, for example. At present, neither West Oxfordshire District Council nor Cherwell District Council have adopted a CIL charging schedule. Therefore, they do not collect any CIL and use Section 106 planning agreements to obtain contributions from developers.

However, West Oxfordshire does intend to introduce CIL: ‘if further consultation is needed [on a new CIL charging schedule], we plan to do this before the end of 2019 and submit for examination in January 2020 with a view to examination and adoption in the spring.’¹

Local authorities are prohibited from using more than five individual S106 planning obligation contributions to fund a single infrastructure project, but this restriction is currently being reviewed by the government. National and local policies provide a framework of requirements and standards to support the negotiation of Section 106 planning agreements with developers

National Policy and Guidance

The revised National Planning Policy Framework (NPPF) was published in February 2019 by the Ministry of Housing Communities & Local Government². Current adopted and draft local plans conform with the policies in the previous version of the NPPF published in 2012. However, the wording and substance of relevant policies has not changed significantly.

Paragraph 20 states:

¹ West Oxfordshire District Council, September 16, 2019. *Community Infrastructure Levy*: <https://www.westoxon.gov.uk/residents/planning-building/planning-policy/local-development-framework/community-infrastructure-levy/>

² Ministry of Housing, Communities and Local Government. February 2019. *National Planning Policy Framework*: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/779764/NPPF_Feb_2019_web.pdf

Strategic policies should set out an overall strategy for the pattern, scale and quality of development, and make sufficient provision for:

- a) housing (including affordable housing), employment, retail, leisure and other commercial development;
- b) infrastructure for transport, telecommunications, security, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat);
- c) community facilities (such as health, education and cultural infrastructure); and
- d) conservation and enhancement of the natural, built and historic environment, including landscapes and green infrastructure, and planning measures to address climate change mitigation and adaptation.

Paragraph 92 states:

To provide the social, recreational and cultural facilities and services the community needs, planning policies and decisions should:

- a) plan positively for the provision and use of shared spaces, community facilities (such as local shops, meeting places, sports venues, open space, cultural buildings, public houses and places of worship) and other local services to enhance the sustainability of communities and residential environments;
- b) take into account and support the delivery of local strategies to improve health, social and cultural well-being for all sections of the community;
- c) guard against the unnecessary loss of valued facilities and services, particularly where this would reduce the community's ability to meet its day-to-day needs;
- d) ensure that established shops, facilities and services are able to develop and modernise, and are retained for the benefit of the community; and
- e) ensure an integrated approach to considering the location of housing, economic uses and community facilities and services.

Paragraph 96 states:

Access to a network of high-quality open spaces and opportunities for sport and physical activity is important for the health and well-being of communities. Planning policies should be based on robust and up-to-date assessments of the need for open space, sport and recreation facilities (including quantitative or qualitative deficits or surpluses) and opportunities for new provision. Information gained from the assessments should be used to determine what open space, sport and recreational provision is needed, which plans should then seek to accommodate.

The Government has also published planning practice guidance on open space, sports and recreation facilities³. The guidance states:

³Ministry of Housing, Communities and Local Government, 2014. *Open space, sports and recreation facilities, public rights of way and local green space*: <https://www.gov.uk/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space>

- Open space, which includes all open space of public value, can take many forms, from formal sports pitches to open areas within a development, linear corridors and country parks.
- It is for local planning authorities to assess the need for open space and opportunities for new provision in their areas.
- Authorities and developers may refer to Sport England’s guidance on how to assess the need for sports and recreation facilities.
- Local planning authorities are required to consult Sport England in certain cases where development affects the use of land as playing fields.
- Where there is no requirement to consult, local planning authorities are advised to consult Sport England in cases where development might lead to loss of, or loss of use for sport, of any major sports facility.

West Oxfordshire District Council Policy and Guidance

The following policies in the West Oxfordshire Local Plan 2031⁴ are relevant in terms of required standards for community buildings and spaces for new housing developments:

Policy EH5:

Sport, recreation and children’s play: new development should not result in the loss of open space, sports and recreational buildings and land unless up to date assessment shows the asset is surplus to requirements or the need for and benefits of the alternative land use clearly outweigh the loss and equivalent replacement provision is made. Where appropriate, development will be expected to provide or contribute towards the provision of necessary improvements to open space, sports and recreational buildings and land. Regard will be had to the Open Space Study (2013) and Playing Pitch Strategy (2014) for West Oxfordshire.

Policy OS5:

Supporting Infrastructure: new development will be required to deliver or contribute towards the timely provision of essential supporting infrastructure either directly as part of the development, or through an appropriate financial contribution. On larger development sites, phasing of development will be required and later phases may be contingent on essential infrastructure being in place. This will include, where applicable the strategic infrastructure items identified within the Council’s Infrastructure Delivery Plan (IDP) and CIL Regulation 123 list as well as non-strategic infrastructure requirements including those associated with individual development proposals. Such provision will be secured through appropriate mechanisms including the use of planning conditions, planning obligations and the Community Infrastructure Levy (CIL).

Policy EW4- [allocation of a site at] land north of Hill Rise, Woodstock:

Proposals for development should be consistent with the following... appropriate provision of and contributions towards supporting infrastructure;

⁴ West Oxfordshire District Council, 2018. *West Oxfordshire Local Plan 2031*. <https://www.westoxon.gov.uk/media/1936509/Local-Plan-BOOK-WEB.pdf>

Policy EW5- [allocation of a site at] land north of Banbury Road, Woodstock:

Proposals for development should be consistent with the following... appropriate provision of and contributions towards supporting infrastructure.

Indoor community space: It should be noted that West Oxfordshire District Council does not have any adopted policies and standards for the provision of indoor community space.

Cherwell District Council Policy and Guidance

Cherwell District Council adopted a Developer Contributions Supplementary Planning Document⁵ (SPD) in February 2018. A summary of relevant contribution obligations is:

Community hall facilities

The local planning authority will expect all residential developments of 10 or more dwellings to contribute towards the provision of new community facilities or the improvement/expansion of existing facilities where there is not enough spare capacity in existing appropriate facilities to meet the needs generated by the development.

The Council's accessibility standard is 800m walking distance for facilities in urban areas, and a 15-minute drive time for residents in rural areas. On-site provision may therefore be sought for smaller developments depending upon the proximity of existing community centres.

In accordance with the recommendation of the 2017 Cherwell Community Spaces and Development Study (CCSDS), a required community hall facility standard of **0.185m²** per person will be applied, when assessing the needs of residents generated by new development. The threshold for provision of community facilities on site is normally a population that supports a minimum community facility of 345m² to include a main hall, kitchen, toilets and adequate storage (i.e. **approx. 750 dwellings**).

Indoor sport and recreation

The Council is currently undertaking a review of the District's indoor sport and recreation provision but at present the following standards apply.

⁵ Cherwell District Council, 2018. *Developer Contributions Supplementary Planning Document*: <https://www.cherwell.gov.uk/downloads/download/1266/developer-contributions-supplementary-planning-document>

There is a need for 0.315 badminton courts (sports hall) or 53.78m² per 1,000 people (or 0.054m² per person). The threshold for provision of indoor sport and recreation facilities on-site is a population that supports a 4-court badminton facility plus circulation, reception and changing space or 683 square metres of floor space. i.e. 12,648 people or 5,080 dwellings if the average occupancy is 2.49 per dwelling. There is also a need for 9.31m² of swimming pool area per 1,000 people or 0.0931m².

In Cherwell District Council's **Partial Review of the Local Plan, 2011-2031, Meeting Oxford's Unmet Needs**, policy PR10 allocates land at south-east Woodstock for housing development. A 'key delivery requirement' of this policy is 'provision of a community facility in accordance with adopted standards'. As noted in the introduction to this report, this plan has not yet been adopted by Cherwell DC. And in July 2019, the Planning Inspector came to a preliminary recommendation that policy PR10 should be deleted asking the District Council to suggest alternative locations to meet this number provision

Community indoor recreational space: existing provision and new housing development

Indoor space provision– a potential standard

There is no national standard for community indoor recreational space provision in the way there is, for example, for sports pitch provision. West Oxfordshire District Council has no local standard.

As part of recent research for Cherwell District Council, Community First Oxfordshire was asked to research and recommend a community indoor recreational space standard for the district.

The research recommended that a figure of **0.185 square metres per head of population of indoor community recreational space**. This is considered to represent a sensible benchmark, having regard to existing provision in Cherwell District where it can be seen to be adequate, is close to the scale of provision that has more recently been secured in Cherwell, and takes heed of experience and good practice elsewhere. This figure was subsequently incorporated into a Supplementary Planning Document.⁶

It would be most useful to assess current community indoor space in Woodstock against a specific, West Oxfordshire DC benchmark. In its absence, the Cherwell benchmark is a useful comparator. This gives rise to the following:

Total available community recreational space in Woodstock	Woodstock population (ONS mid-year estimate 2017) ⁷	Square metreage per head of population	Benchmark space standard per head of population
2896m ²	3345	0.86m ²	0.185m ²

NOTE: total available space has been calculated from the individual assessments set out in this report. Given that a response from the Woodstock Under-fives Association (WUFA) stated that the building does not suit general hire (only early-years provision) it has been discounted as a space/venue available for general community hire and hence from the total of available recreational space. The Baptist Church, which is rarely available for community use, has also not been included in the calculation.

⁶ Cherwell District Council, 2018. Op. cit.

⁷ Oxford City Council and District Data Service, July 2019. *Local Insight profile for 'Woodstock' area*: <https://www.communityfirstoxon.org/wp-content/uploads/2019/02/Local-Insight-report-for-Woodstock-July-2019.pdf>. Next population estimate update is due November 2019.

Indoor space standard – the impact of new development

As previously noted, in Woodstock there are four new housing sites that are allocated in local plans or draft local plans.

East of Woodstock already has planning permission (ref: 16/01364/OUT) and construction is underway. Therefore, developer contributions and obligations have already been extensively agreed. However, planning permission has not been granted for sites South East of Woodstock, North of Hill Rise and North of Banbury Road. Therefore, developer contributions and obligations have not been agreed.

However, a recent indicative opinion (July 2019) from the planning inspector recommended deletion of the site allocation at Woodstock South-East proposed in the draft Cherwell District Council Review of the Local Plan, 2011-2031, Meeting Oxford’s Unmet Needs. It is difficult to know when a final decision on the inclusion or otherwise of the latter site in Cherwell’s development plan will be made, although reasoned estimates suggest a medium-to-long term timescale.

Table 1 sets out the estimated number of new residents if these four developments went ahead. An average household size of 2.49 people has been used to estimate the population of the potential new developments. Cherwell District Council use 2.49 people. This is based on figures derived from Oxfordshire County Council’s Survey of New Housing (2008) and the 2014 Strategic Housing Market Assessment (SHMA) mix, which assume that the average occupancy rate per dwelling for the whole of Oxfordshire is 2.49. This assumes that an average development would contain 15% one bed dwellings, 30% two bed dwellings, 40% three bed dwellings, and 15% four bed dwellings.⁸

Table 1 – New Woodstock housing development and population increase

Site	Potential new homes	Estimated number of residents (avg. 2.49 per home)
South East of Woodstock – CDC	500	1245
North of Hill Rise – WODC	120	299
North of Banbury Road – WODC	180	448
East of Woodstock – WODC	300 (permission granted)	711 (developer’s estimate)
TOTAL	1100	2703

⁸ GL Hearn Limited. *Oxfordshire Strategic Housing Market Assessment*, 2014: https://www.oxford.gov.uk/downloads/file/1753/shma_final_report

Incorporating this data into the space standards analysis gives the following results:

Total available community recreational space in Woodstock	Woodstock population (ONS mid-year estimate 2017)	Scenario 1 population increase: development of east of Woodstock, Hill Rise and north of Banbury Road	Scenario 2 population increase: including SE Woodstock	Square metreage per head of population	Benchmark space standard (Cherwell DC) per head of population
2896m ²	3345	3345 + 1458 = 4803	3345 + 2703 = 6048	<ul style="list-style-type: none"> SCENARIO 1: 0.6m² SCENARIO 2: 0.48m² 	0.185m ²

To summarise, Woodstock's available community indoor recreational space is above the Cherwell standard under the three following population scenarios:

CURRENT POPULATION	<ul style="list-style-type: none"> 0.86m² compared to 0.185m²
CURRENT POPULATION PLUS WOODSTOCK EAST, HILL RISE + NORTH OF BANBURY ROAD	<ul style="list-style-type: none"> 0.6m² compared to 0.185m²
THE ABOVE PLUS WOODSTOCK SOUTH-EAST	<ul style="list-style-type: none"> 0.48m² compared to 0.185m²

However, ease of access to community facilities is also an important consideration.

Cherwell District Council sets out an 800m accessibility standard for facilities in urban areas in its Developer Contributions SPD. 800 metres is equivalent to a 10-minute walk. Distance from existing facilities as well as size of development is a key determinant of the type and scale of community infrastructure that developers will be required to provide.

Table 2 sets out how far proposed new Woodstock developments are from existing community venues which provided detail for this report. The distance from the estimated centre point of each proposed development site to each venue following existing pavements has been estimated using [mapometer](#). Cells coloured blue mean that the distance exceeds Cherwell District Council's 800m accessibility standard.

Table 2 - Estimate of walking distances from existing facilities

Community indoor facility	South East of Woodstock	North of Hill Rise	North of Banbury Road
Woodstock Primary School	0.9 miles 1448 metres	1.3 miles 2000 metres	0.4 miles 640 metres
Marlborough C of E School	0.6 miles 965 metres	1.5 miles 2400 metres	0.5 miles 800 metres
Community Centre	1 mile 1600 metres	1.1 miles 1800 metres	0.4 miles 640 metres
Town Hall	1.2 miles 1900 metres	0.89 miles 1400 metres	0.7 miles 1120 metres
Social club	1.16 miles 1850 metres	0.78 miles 1250 metres	0.7 miles 1120 metres
Youth centre	1 mile 1600 metres	1.3 miles 2100 metres	0.35 miles 560 metres
Methodist Church	1.1 miles 1800 metres	0.81 miles 1300 metres	0.65 miles 1050 metres
Tennis and bowls club	1 mile 1600 metres	1.2 miles 1900 metres	0.8 miles 1290 metres
Football club	1.1 miles 1800 metres	1.2 miles 1900 metres	0.5 miles 800 metres
Oxfordshire Museum	1.25 miles 2000 metres	0.79 miles 1271 metres	0.75 miles 1200 metres
Soldiers of Oxfordshire museum	1.25 miles 2000 metres	0.79 miles 1271 metres	0.75 miles 1200 metres
St Hugh's Catholic Church	1.2 miles 1900 metres	1 mile 1600 metres	0.5 miles 800 metres

Conclusions and Recommendations

Existing Community Venues in Woodstock

From March to September 2019, CFO researched non-commercial premises in Woodstock which offered space (rooms, halls etc.) for community hire. Feedback (with varying levels of detail) was received from 14 facilities. Some venues provided more information than others. Where information is scant, more detail would be helpful in order to build up a more detailed understanding of all venues, thereby ascertaining how best they can be supported, individually or collectively. However, two of these fourteen (Woodstock Under-Fives Association and the Baptist Church are not available/ suitable for general community hire).

There are three other facilities which offer space for community usage from which feedback has not been received to date. An estimation of available space regarding these three venues has been made for the purposes of this report.

This gives a total of fifteen venues available for community usage/ hire in Woodstock. As an example, this number compares very well with the larger, nearby community of Eynsham. There, some eleven venues serve a population of 5015 (ONS mid-year estimate 2016⁹) compared to Woodstock's population of 3345 (ONS mid-year estimate 2017¹⁰).

However, from research and follow-up discussions with administration and management responsibilities, it is clear that Woodstock's venues face challenges. These are predominantly related to the following:

- **Usage:** most venues had 'down-times' when they were less-widely used/ booked. Conversely, others had fully-booked time slots when they couldn't take additional bookings despite demand
- **State of repair:** most spaces surveyed noted that technology/ fixtures and fittings/ accessibility etc. improvements were required or would be beneficial
- **Expansion potential:** most spaces surveyed had limited expansion or development potential, being constricted by their existing footprint and surrounding buildings, including large and/ or important venues such as Woodstock Community Centre, Town Hall, social club, and the museum of

⁹ Oxford City Council and District Data Service, July 2019. *Local Insight profile for 'Eynsham'*: https://www.oxford.gov.uk/districtdata/homepage/10/reports_-_west_oxfordshire.

¹⁰ Oxford City Council and District Data Service, July 2019. *Local Insight profile for 'Woodstock' area*. Op. cit.

Oxfordshire. This gives rise to the potential for venues/ sites to be consolidated to create better, more flexible spaces and economies of scale and cost.¹¹

- **Communication:** understandably, time-pressed (and often volunteer) administrators were most focused on their own responsibilities and challenges. There was limited evidence of regular liaison between venues.

In addition, it is also noted that only a limited number of venues are listed for hire on key, public-facing websites such as those of The Town Council and Wake up to Woodstock.

It is to be expected that a proportion of new residents at Woodstock East, north of Hill Rise and North of Banbury Road will seek to meet its social, cultural and recreational needs within Woodstock, at already existing venues. This could lead to increased demand on these venues. Potential demand may also increase should the development at south-east Woodstock eventually go ahead, notwithstanding any building of a new community facility on-site.

In practice, the agreement of provision of any new facilities will also be affected by the quality, quantity and location of existing facilities in Woodstock. With this in mind, it should be noted that Woodstock's currently available community indoor recreational space per person is already significantly higher than the standard set by Cherwell District Council.

Even assuming that four development sites come forward (Woodstock east, north of Hill Rise, north of Banbury Road and Woodstock South-East), the projected community indoor space per person remains higher than the Cherwell standard. Therefore, it should not be assumed that the estimates in this report will translate into legal developer obligations and contributions and actual provision, if planning permission for the developments is granted.

The totality of this research and discussion points to several recommendations:

- **RECOMMENDATION 1: New developments will likely mean more demand on existing community spaces. Forthcoming development may provide a funding avenue for improvements to or expansion to existing community facilities. Therefore, follow-up work should be undertaken with representatives of community spaces to ascertain in more detail the type of improvements or consolidation that might be required/ feasibility of expansion/ associated costs etc.**
- **RECOMMENDATION 2: A central list/ directory of community spaces available for hire (with contact details) should be developed and made available on key community websites, and also placed in town noticeboards**

¹¹ It should be noted that while provision has been made in a Section 106 agreement on the Woodstock East site regarding expansion of Woodstock Primary and the Marlborough school, these contributions may not explicitly relate to the improvement of space that is or could be available for community usage.

- **RECOMMENDATION 3: Peer to peer support for community facilities administrators should be nurtured. Quarterly meetings could be arranged to discuss common challenges and allow for the sharing of ideas and solutions etc. This will also encourage better communication between facilities, for example helping ensure that potential bookings which one facility is unable to take could be passed to another. A WhatsApp group may also be a useful tool in this regard.**

New Community Venues in Woodstock

National planning policy supports positive planning for social, recreational and cultural facilities and services, while West Oxfordshire Local Plan policy EW5 states that: 'Where appropriate, development will be expected to provide or contribute towards the provision of necessary improvements to open space, sports and recreational buildings and land.' In addition, the allocations policy for each of these sites states that: 'Proposals for development should be consistent with the following... appropriate provision of and contributions towards supporting infrastructure.'

Community venues are hubs of social, recreational, cultural etc. activity. The availability of and access to such venues are therefore important to providing, supporting and developing such social infrastructure.

Unlike Cherwell District Council, West Oxfordshire District Council does not have agreed standards for new community space (e.g. size of new facility relative to the population or square metreage of space per person).

North of Hill Rise

As **Map 1** makes clear, existing community venues are somewhat distant from the Hill Rise site. **Table 2** notes the distances from the site to these existing venues. None of these venues are within 800m walking distance for facilities in urban areas, which is the accessibility standard applied by the neighbouring Cherwell District Council. Indeed, none is closer than c. 1300m.

At the same time, with an expectation of c. 120 new homes, the threshold of 750 new homes for the provision of community facilities on site as applied by Cherwell DC is also not met on the Hill Rise site.

To access existing venues in the town, new residents would have to walk, drive or use public transport. Neither is an optimum choice: to walk means a minimum round trip of 2600m. This may also be more difficult for those with mobility issues or who have children; to drive means an added impact on an already problematic issue of parking, has a negative impact with regard to environmental sustainability and puts those without access to a car at a disadvantage; to take public transport is an option but current services are relatively infrequent. The cumulative impact of this situation could be to put new

residents at a relative disadvantage in terms of meeting their social, cultural and recreational needs. However, given the community priority identified in The Woodstock Community and Infrastructure Delivery Plan to provide alternative routes from the old Woodstock area to the town centre, distances to different venues may well reduce, making them more accessible.

The particular circumstance of distance from Hill Rise to existing community venues suggests that there could be merit in the developer investigating the possibility of providing a small community venue on-site in the new Hill Rise development. However, given 1- the relative overprovision of existing community indoor space in Woodstock, 2- the number of new residents on the new Hill Rise site not being large enough to justify a new on-site facility and 3- the possibility of infrastructure improvements in the vicinity making existing venues more accessible, it is considered that **Recommendations 1-3 (above) offer the most reasonable means of helping meet the social, recreational and cultural needs of residents at Hill Rise.**

North of Banbury Road

Again, the c. 180 new homes on this site (approx. 450 new residents) does not meet the threshold applied by neighbouring Cherwell District Council for a new community hall facility on-site (750 new homes). At the same time, 6 of the 12 venues in table 2 are within 800m walking distance of this development. Therefore, these existing spaces are accessible enough to meet the needs of some new residents.

However, the situation is complicated by the fact that an overall population increase may increase demand on these facilities, especially those with limited or no expansion potential and reduce the number of new (and existing) residents from being able to access social, cultural and recreational activities provided at these venues. At the same time, there may be scope to increase capacity at other venues in the vicinity, particularly at the primary school and secondary school, which are within 800m walk from the site.

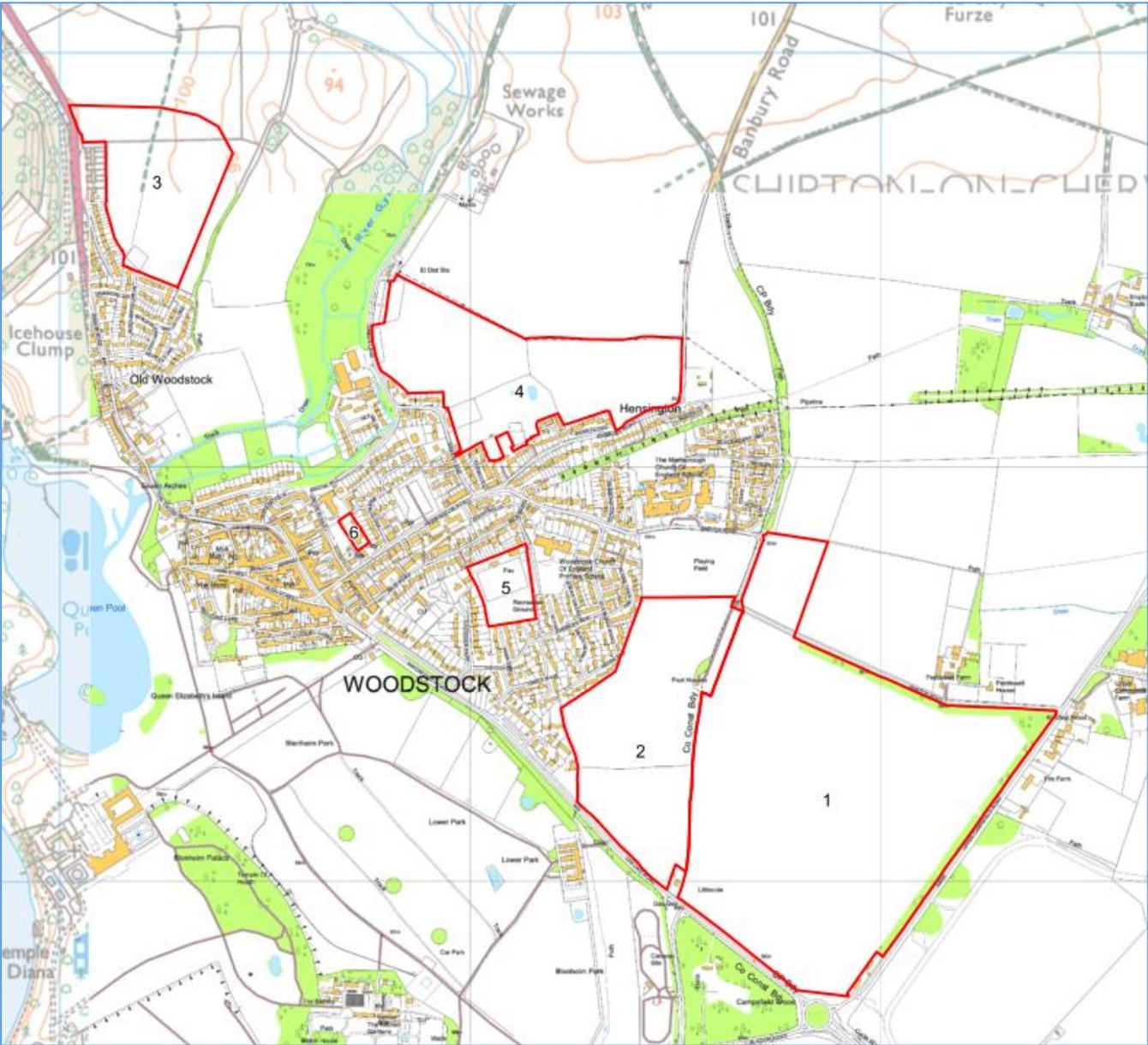
Recommendations 1-3 (above) may be the most productive avenues to pursue with regard to helping meet the social, recreational and cultural needs of new residents at north of Banbury Road.

Land at South-east Woodstock

The situation here is more challenging. As noted above, In July 2019, the Planning Inspector came to a preliminary conclusion that the policy allocating this site for 500 homes in Cherwell District Council's *Partial Review of the Local Plan, 2011-2031, Meeting Oxford's Unmet Needs* should be considered for deletion. Therefore, it is extremely difficult to predict if and when this site will eventually be subject to a planning application. Recent discussion suggest it could be up to 18-months before there is clarity about the final status of this site. Given the uncertainty, any recommendations would be purely speculative and potentially unhelpful.

However, if development does eventually go ahead as currently foreseen in Policy PR10, it would lead to c. 1000 new residents. All existing venues are more than 800m distant from the estimated centre of the site, the closest being almost a mile away. As such, the current draft policy requires the building of a new, on-site community facility. This will undoubtedly meet some of the needs of future residents. It may also meet some of the needs of new residents at the nearby north of Banbury road site. At this point, it might be logical to consider a larger facility, better able to meet the needs of new residents at both south-east Woodstock *and* north of Banbury Road.

Appendix 1 – Potential housing development and facilitation sites in Woodstock



- **Site 1- Woodstock South-East:** 500 new homes; Proposed allocation in draft Cherwell Local Plan Part 1 2011-2031 Partial review: Meeting Oxford's need (Policy PR10); Development opposed by Woodstock Town Council
- **Site 2- Woodstock East:** 300 new homes; allocation in adopted West Oxfordshire Local Plan 2031 (Policy EW3); Permission granted (ref: 16/01364/OUT) and construction underway. The development is expected to take up to 6 years to complete
- **Site 3- land north of Hill Rise:** 120 new homes; allocation in adopted West Oxfordshire Local Plan 2031 (Policy EW4); Submission of planning application anticipated late 2019. Construction start on site anticipated 2021/24. The development is expected to take 3 years to complete
- **Site 4- land north of Banbury Road:** 180 new homes; allocation in adopted West Oxfordshire Local Plan 2031 (Policy EW5); submission of planning application anticipated late 2019. Construction start on site anticipated 2020/22. The development is expected to take 4 years to complete.

The following sites are not allocated in Local Plans but are within the Blenheim Estates control. These sites are suitable for development of community facilities and inclusion in the Woodstock Community and Infrastructure Development Plan, should community priorities require it.

- **Site 5- Woodstock Football Club:** owned by Blenheim and leased to the football club. Football club could relocate.
- **Site 6- Woodstock Police Station:** owned by Blenheim and let to Thames Valley Police. Site no longer required by police in the long term.