

To Councillors: J Aldridge, A Baker, S Compton, M Gemmell Smith, A Layland, M McArthur (Chair), S McGregor, V Parker, A Read, J Streets, S Sumner, B Todd.

Notice is hereby given of a Community Infrastructure Board Committee Meeting to be held in Rickards Hall on 4 March 2024 at 7:00 pm, which Councillors are summonsed to attend.

Town Clerk
28 February 2024

To assist in the speedy and efficient dispatch of business members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

Council Meetings may be recorded. Any person intending to make recordings is advised to notify the Clerk in advance so that appropriate arrangements can be made

Agenda

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Meeting Papers & Report

1 **Election of Chair of the CIL Board for the ensuing year**


2 **To receive apologies for absence**

3 **Declarations of Interests or Predetermination**

The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.

A declaration has been granted to all members to enable them to discuss matters relating to Land and Buildings the Council owns and Council facilities

4 **To receive, adopt and sign the report from the CIL Board Meeting held On 27 February 2023 pages 9880-9882**

 Community Infrastructure Board | 27 February 2023 v.1 - Minutes (Pages PRE-117/9880-9882)


5 **To receive the Annual Return for SDC (year-end 31 March 2023) and note submitted to SDC 03 November 2023**

The annual return to SDC was completed and submitted within the time frame allowed; and published on the website (link below and attached).

Summary for 2022-23

- year-end balance £278,883.88 (CIL receipts); with interest included £282,783.69.
- total income receipt were £66,529.45
- total CIL awards/expenditure £344,375.03

 <https://www.edenbridgetowncouncil.gov.uk/community-infrastructure-levy-cil/>

 Annex 1: 23 11 CIL Return 2022-22-23 PC-TC Reporting signed_redacted.pdf

6 **To receive an update on the CIL funding and receipts**

Summary 2023-24 up to 31 December 2023 (to balance with EDGE reports period lock):

- Total receipts received (SDC): £15,353.01 (from Star Inn; Hamsell Mead & Gabriels Farm)
- Total interest 31.12.23: £4549.59
- Total CIL awards paid out: £148,243.28

Balance of funds £154,443.01 of which £126,921.96 is allocated to other awards approved; **unallocated CIL funds £27,521.05.**

Next payment expected, April 2024 will be for £14,478.30 (Star Inn, Wheatshift Inn, and Bella Vita).

 Annex 2: 231231 CIL Balances for CIL Board 240304.pdf

7 **To receive an update of approved CIL funding schemes**

Awards waiting to claim update:

Edenbridge Town Council: Promotional Infrastructure for Visit Edenbridge – balance £9890 (resolution February 2020 5.3 £12k) Outstanding is the walks app/GPS and reproducing the walks leaflets. Work has started, hoped to complete 2024.

Edenbridge Town Council: Contribution towards Electric Car Charging Points via KSTS for Edenbridge – £7,500 (October 2021 7.2.) EVCs installed MYCP x 4. Awaiting invoice.

Edenbridge Rugby Club – Pavilion Refurbishment - £8,275 (resolution February 2022 5.2.) Details of the refurbishment schedule and works yet to be finalised to the Council.

Edenbridge Medical Centre: Moving to the new building, costs for new clinical couches and other associated costs - balance £6,416.44 (resolution November 22 7.1. £25k)

Edenbridge Town Council: Recreation Ground (Lingfield Road) Sports Pavilion windows replacement with shutters – £85,000 (resolution November 2022 7.2.) Tender awarded; works planned June 2024.

Friends of Hever Primary School - Hever School Sports Pitch/Playground Improvements - £3,000 (resolution February 2023 6.1).

One award to consider: Edenbridge Town Council: Road Safety measure - Main Road, Hilders Lane and Hillcrest Road junction - balance £4980.57 (resolution February 2022 5.5 £10k). This award for the 40mph buffer zone at Main Road which is now completed: the surveys, road paintings and 40mph signs. However, part of the project to help with raising awareness on the approach to Edenbridge was to consider white gates, This is currently being investigated and a speed survey s being carried out to measure the effectiveness of the buffer zone (Planning & Transportation has supported this on the HIP). **Are Members happy to keep the balance in CIL funds for potential additional signage/white gates improvements at the approach to Edenbridge following the review of buffer zone effectiveness and recommendations, or do they want to release the funds in to unallocated?**

8

Date of Next Meeting - 25 November

CIL Report

Parish/Town Council Edenbridge Town Council

This report is to be completed in line with the following legislation:

Regulation 121B of the Community Infrastructure Levy Regulations 2010 (as amended)
Section 151 of the Local Government Act 1972
Accounts and Audit (England) Regulations 2011.

For Financial year – April ...2022.... - March ...2023.....

1. The Total CIL Receipts for the reported year:

A*	B*	Total
23,950.59	45,578.86	66,529.45

2. The total CIL expenditure for the financial year:

A*	B*	Total
145,535.18	198,839.85	344,375.03

3. Items (projects) that CIL has been applied to for this financial year:

A*	B*

4. The amount of CIL expenditure on each Item:

Infrastructure Project	Year	Amount Spent under A*	Amount Spent under B*	Total Amount Spent
Tourism website - addon	May 2022	80.00		80.00
Skate Park	April 2022	11,964.00	11,965.00	23,929.00
Hever School - shepherds Hut/classroom	June 2022		8,600	8,600.00
Westways new streetlighting	July 2022	3471.75		3,471.75
Mian Road - Traffic calming - news 40mph buffer zone	November 2022	5,019.43		5,019.43
New playground - Rec	July 2022	100,000.00	72,390.05	172,390.05
New footpath - Recreation Ground	August 2022		4980.00	4,980.00
Artificial Cricket pitch - cricket club	June 2022		9,154.80	9,154.80
New Medical Centre	October 2022	25,000.00	75,000.00	100,000.00
WI Hall - new Stage lighting	January 2023		16,750.00	16,750.00

5. Details of any Recovery Notices Received:

(Note- this is where Sevenoaks District Council (SDC) has served a notice on your Council in the following situation:

- a) *The money received from SDC has not been spent with 5 years of receipt; or*
- b) *The money has not been spent correctly (under the definitions sent out in your Notice of Payment letter).*

i) The total value of CIL receipts subject to Notices served during the financial year:

A*	B*	Total
N/A	N/A	N/A

ii) The total value of CIL receipts subject to a Notice served during the financial year that have not yet been paid to SDC:

A*	B*	Total
N/A	N/A	N/A

6. The total amount of CIL receipts for the reported year **retained** at the end of the year:

A*	B*	Total
39,868.85	239,015.03	278,883.88 Plus interest since 2019 to 31/03/23 3,899.81

7. CIL receipts from previous years **retained** at the end of the reported year:

Year	CIL Amount Retained for A*	CIL Amount Retained for B*	Total CIL Amount Retained
2022/23	23,950.59	42,578.86	66,529.45
2021/22	15,918.26	30,447.95	46,366.21
2020/21		37,191.82	37,191.82
2019/20		128,796.40	128,796.40
2018/19			
2017/18	0	0	0
2016/17	0	0	0

8. Items (projects) that have been committed to for the next financial year:


A*	B*
Tourism £9,890 Electric Car Charging £3,750 Pavilion Windows (A&B share £85k)	Skate Park £20k Rec Playground Electric Car Charging Electric Car Charging £3,750 100k medical centre plus other grants St Paulins floor £5k Hever school sport £3k Hever School play £24,659.72 Medical practice 25k Pavilion Windows (A&B £85k share) Rugby refub £8k

In accordance with regulation 121B of the Community Infrastructure Levy Regulations 2010 (as amended) you must:

- Publish this report on your website on or before 31st December following the reported year.
- Or ask us to display on SDC's website if you do not have one.
- Send a copy of the report to the Charging Authority (SDC) no later than 31st December of each year for the financial year ending in March that year. (As noted in the original CIL letter sent to you, we would ask that this information be provided by the end of November for the financial year ending in March each year to ensure that it can be used as part of SDC's Report on CIL spending and especially if you wish SDC to publish the information on your behalf).

Please be aware that any false reporting will be dealt with in line with the above Legislation.

Please sign this document below to confirm who has provided the above information and that it is correct.

Signed.....  Name..... *Caroline Leat*
Position..... *Town Clerk*

Yours Sincerely

Richard Morris
Chief Planning Officer

Key:

A* = Proportions of CIL receipts as laid out in Section 59A of the CIL Regulations where SDC has a duty to pay you

B* = The equalisation of CIL receipts paid at the discretion of the Sevenoaks District Council Cabinet, to ensure you receive 25% of the total CIL receipts received.

FINANCIAL SUMMARY

CIL updated 31 Dec 2024 (match EDGE Period end)

INCOME

Date received	Comments	CIL Receipts	Of which Payment A	Payment B
17/10/2016		£ 41,746.88	£ 15,029.55	£ 26,717.33 ✓
19/05/2017		£ 36.00	£ 14.05	£ 21.95 ✓
27/10/2017		£ 11,391.87	£ 4,101.06	£ 7,290.81 ✓
27/04/2018		£ 6,753.13	£ 2,657.22	£ 4,095.91 ✓
12/04/2019	SDC CIL GRANT Public Toilets	£ 34,000.00	£	£ 34,000.00 ✓
26/10/2018	St Johns Way & High St	£ 383,954.89	£ 138,223.76	£ 245,731.13 ✓
26/04/2019	Skeynes Road	£ 2,168.75	£ 780.75	£ 1,388.00 ✓
28/10/2019	P9 Cedar Dr/St Johns Way	£ 306,568.47	£ 110,364.65	£ 196,203.82 ✓
24/04/2020	P10	£ 3,791.81	£ 1,365.05	£ 2,426.76 20/21
23/10/2020	P11	£ 54,320.41	£ 19,555.35	£ 34,765.06 20/21
28/10/2021	P13 - St JW & 92 High St	£ 47,621.79	£ 17,143.84	£ 30,477.95 21/22
21/04/2022	P14 - Apex, E.Police, PkAv	£ 14,508.58	£ 5,223.08	£ 9,285.50 20/21
20/10/2022	P15 - Tony's; Star Inn	£ 52,020.87	£ 18,727.51	£ 33,293.36 20/21
24/04/2023	P16	£ 2,994.81	£ 1,078.13	£ 1,914.68 21/22
20/10/2023	P17	£ 12,358.20	£ 4,448.95	£ 7,909.25 21/22

SUB-TOTALS:

	£ 974,236.46 ✓
less SDC Grant	£ 940,236.46
plus expected income	2994.81
	£ 943,231.27 ✓

EXPENDITURE

EQY rtn	A/B rtn	CIL BID Awards	SDC conf A/B	Date paid	Award to	Comments
✓		£ 20,816.66			Securing Sites ETC Open Spaces	
✓		£ 60,345.00		29/03; 25/05;17/07/19	ETC Public Toilets	
✓		£ 4,969.00		05/08/2019	ETC Blossoms Park defences	Blossoms rail & gate
✓		£ 10,140.00		13/03/2020	ETC Public Toilets	
✓		£ 35,000.00	A or B	19/12/2019	Spitals Cross Playground	July 2019 Council
✓		£ 10,059.00	A or B	04/05/2020	Cricket Club v	
✓		£ 25,000.00	A or B	07/05/2020	Cricket Club v	
		£34k expenditure inc in above Public Toilets			Grant awarded to SDC CIL Spending Board	
		£ 40,000.00	A or B		2019/20 for Public toilets	
		£ 20,054.00	A or B		Mar-20 Recent CIL Application Re Spitals Cross PG	
		£ 10,776.00	A or B	Paid June 2020	WI hall - toilet refurb v	
		£ 72,500.00	A&B 50/50 vnet	14.09/20.10/21	up to E73k Outdoor Gym&MUGA	
		£ 331.35	A or B	Dec-20	part of Outdoor gym project OSC	
		£ 2,030.00	A	Jun-21	Tourism Website	
		£ 15,000.00	A or B	Sep-21	Stangrove Park playground fencing	
		£ 8,603.53	A or B	Jan-22	Speed Indicator Device (£12k approved)	
		£ 80.00	A	May-22	Toursim redesigned of WhatsOn	
		£ 23,929.00	A or B	Apr-22	Skate Park	
		£ 8,600.00	A or B	Jun-22	Hever School	
		£ 3,471.75	A or B	Jul-22	Westways Lighting UKPN & Streetlighting	
		£ 5,019.43	A or B	Nov-22	Kent Highways - 2 payments (CIL rtn 4980.57)	
		£ 172,390.05	A or B	Jul-22	Recreation Playground Refurb+bin teenage end	
		£ 4,980.00	A or B	Aug-22	ETC Recreation Ground footpath	
		£ 9,154.80	A or B	Jun-22	Cricket Club - Artificial pitch	
		£ 100,000.00	A or B	Paid Oct 22	NHS Kent/Medical Centre	
		£ 16,750.00	A or B	Paid 24/01/23	WI Hall - new stage lighting - 21/11/22	
		£ 100,000.00	A or B	Paid	NHS Kent/Medical Centre extended 11/22	Pay when windows ready to go in
		£ 24,659.72	A or B	Paid	Hever School pta - outdoor play area 21/1/25	
		£ 5,000.00	A or B	Paid	St Paulins Centre Hall floor 27/2/23	
		£ 18,583.56				
		£ 828,242.85				
		Total CIL remaining				£ 145,993.61

Interest

03/06/2019- 31/03/21	£ 1,429.15
adjusted 31.03.22 Anomaly c/o historic re int.	-£ 9.78
Apr 21 to Mar 22 Barclays Interest	£ 46.95
Apr 21 to Mar 23 CCLA Interest	£ 67.78
2022-23 interim CCLA Interest	£ 1,265.28
"" Barclays Interest	£ 262.38
06/02/2023 CCLA Interest	£ 303.46
03/03/2023 CCLA Interest	£ 295.17
06/03/2023 Barclays Interest	£ 239.42
upto 31.12.23 Barclays Interest	£ 680.80
up to 31.12.23 CCLA Interest	£ 3,868.79

£ 8,449.40

ALLOCATED FUNDS

SDC conf A/B	Date	Award to	Comments
A	Agreed Feb 2020	ETC - tourism	
A or B	Agreed 15/03/21	ETC - Rec playground refurbishment	addition 14,250 28.02.22
A or B	Agreed 05/10/21	ETC - KCC KSTS Electric Car Charging points	
A or B	Agreed 28/02/22	Rugby Club - Pavilion Refurbishment	
A or B	Agreed 21/11/22	Medical Practice Moving costs total award £25k	
A or B	Agreed 21/11/23	ETC Pavilion Windows	
A or B	Agreed 28/02/22	Kent Highways - 40mph buffer zone	
A or B	Agreed 27/02/23	Hever School pta - sport resurfacing	

£ 126,921.96

sub total Same as in the Allocated CIL Reserves

£ 955,164.81

TOTALS

£ 982,685.86

Total CIL less interest £ 974,236.46

Unallocated funds £ 27,521.05 Same in the CIL Reserves

£ 982,685.86

all, Spent & un All

Summary	Received	Spent	CIL Fund (balance sheet)	Interest	CIL Fund& I (balance sheet)
Bank statements 31/01/23					
Barclays CIL	£85,328.09				
CCLA PSDF	£100,000.00				
Total	£185,328.09				
				£ 8,449.40	
					£154,443.01

Difference £30,885.08

NB CIL BANK a/c transfers to be done to GR