

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

Notice is hereby given of a Community Infrastructure Board Committee Meeting to be held in Rickards Hall on 25 November 2024 at 7:45 pm, which Councillors are summonsed to attend.

Town Clerk  
20 November 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

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## Agenda

<b>1</b>	<b>To receive apologies for absence</b>	<b>2</b>
<b>2</b>	<b>Declarations of Interests or Predetermination</b>	<b>2</b>
<b>3</b>	<b>To receive, adopt and sign the report from the CIL Board Meeting held On 04 March 2024 pages 2023-40/01-02</b>	<b>2</b>
<b>4</b>	<b>To receive the Annual Return for SDC (year-end 31 March 2024) and note submitted to SDC 15 October 2024</b>	<b>2</b>
<b>5</b>	<b>To receive an update on the CIL funding and receipts</b>	<b>2</b>
<b>6</b>	<b>To receive an update of approved CIL funding schemes</b>	<b>2</b>
<b>7</b>	<b>To consider applications for funding from Edenbridge Town Council's CIL Fund</b>	<b>3</b>
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	7.3 St Paulinus Centre: kitchen floor, replace floor and support structure - £6,000	4
	7.4 WI Hall: Flooring repairs in WI Hall - £7,960	4
<b>8</b>	<b>Date of Next Meeting - 10 February 2025</b>	<b>4</b>

# Meeting Papers & Report

## 1 To receive apologies for absence

## 2 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

## 3 To receive, adopt and sign the report from the CIL Board Meeting held On 04 March 2024 pages 2023-40/01-02


 Community Infrastructure Board | 04 March 2024 v.1 - Minutes (Pages 2023-040/1-2)

## 4 To receive the Annual Return for SDC (year-end 31 March 2024) and note submitted to SDC 15 October 2024

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

### Summary for 2023-24

- year-end balance £145,993.61 (CIL receipts); plus interest since 2019 £10,099.94.
- total income receipt were £15,353.01
- total CIL awards/expenditure £148,243.28

 <https://www.edenbridgetowncouncil.gov.uk/wp-content/uploads/2024/10/24-10-CIL-Return-2024-23-24-PC-TC-Reporting.pdf>

## 5 To receive an update on the CIL funding and receipts

Summary 2024-25 (up to 20 November):

- Total receipts received: £87,225.09 (from Skeynes Road; Wheatsheaf; King & Queen; Apex House)
- Total interest: £4977.77
- Total CIL awards paid out: £71,845.59

Balance of funds £176,450.82 of which £55,076 is allocated to other awards approved; **unallocated CIL funds £121,374.45** (March 24 was £27,521.05).

SDC CIL portal indicates one further payment expected £49.81 (October to March 2025).

### Do Members have any questions?

 Annex 1: 2024-25 records CIL balances 21.11.24.pdf

## 6 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. Progress update: The 10 walks have been walked with GPS co-ordinates; the new leaflets have been outlined with the mapping data currently being transferred to QGIS files. A graphic designer is in the process of being engaged. Next will be printing and transferring data to suitable Walks App.

*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, and claim by the Club to be made.

### **Recent claims:**

Edenbridge Medical Centre: Moving to the new building, costs for new clinical couches and other associated costs. Total funding £25k, paid in two amounts.  
Friends of Hever Primary School - Hever School Sports Pitch/Playground Improvements - £3,000 (resolution February 2023 6.1). Claimed September 2024.

### **Projects with surplus remaining:**

Edenbridge Town Council: Recreation Ground (Lingfield Road) Sports Pavilion windows replacement with shutters – £85,000 (resolution November 2022 7.2.) Works completed July 2024; total spend £62,429.15.

### **Do Members confirm the release of the unspent funds of £22,570.85 back in to unallocated CIL funds?**

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. Outstanding white gates on the entry to Edenbridge (reconfirmed March 24). Update - Kent Highways has now confirmed one white gate for this location (supported by P&T committee). Some funding has since been secured through the Kent County Councillor Margot McArthur's Members Fund, but the shortfall is £2858.12 (total cost is £3551.71).

### **Do Members confirm the release of £2858.12 towards the Main Road white gate, and to release the balance of £2122.45 to unallocated CIL?**

The Recreation Ground Playground project has £1859.95 which could be returned to unallocated.

### **Do Members confirm release of £1859.95 to unallocated CIL funds?**

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### **To consider applications for funding from Edenbridge Town Council's CIL Fund**

Representation(s) will be received from the company/person/body submitting the Bid; (CIL Board Meeting Procedures and Speaking Protocol are published with the CIL guidelines and procedures on the Town Council's website; link below).


All applications received were submitted to SDC to confirm eligibility as part of the validation process.


<https://www.edenbridgetowncouncil.gov.uk/wp-content/uploads/2021/02/21-02-Adopted-19-12-CIL-Guidance-procedure-updated-15.02.21.pdf>

 Confidential Annex 2 (omitted from public documents):

7.1 **To note the invalidated bids received**


One application was received, but at this stage, does not pass the validation stage.

 Confidential Annex 3 (omitted from public documents):

 Confidential Annex 4 (omitted from public documents):


7.2 **Hever School: Outdoor classroom and wellbeing space - £10,000**

**How do Members want to proceed?**

 Confidential Annex 5 (omitted from public documents):


7.3 **St Paulinus Centre: kitchen floor, replace floor and support structure - £6,000**

**How do Members want to proceed?**

 Confidential Annex 6 (omitted from public documents):

7.4 **WI Hall: Flooring repairs in WI Hall - £7,960**

**How do Members want to proceed?**

 Confidential Annex 7 (omitted from public documents):

8 **Date of Next Meeting - 10 February 2025**