

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 1 December 2025 at 7:30 pm, which Councillors are summonsed to attend.

Town Clerk
26 November 2025

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 **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 dispensation has been granted to all members to enable them to discuss matters relating to Land and Buildings the Council owns and Council facilities.

3 **Public Questions and Statements**

Members of the public, and members with prejudicial interests on items on the Agenda, may make representations, answer, ask questions and give evidence at this meeting in respect of items on the Agenda. (This is the only opportunity for members of the public to make a contribution during the meeting.)

Both public and members are limited to three minutes per person to speak and the total time designated for public questions shall not exceed fifteen minutes unless directed by the Chairman of the meeting.

Representations from CIL applicants will be received and considered under item 8.

4 **To receive, approve and sign the minutes of the Community Infrastructure Board Meetings held on 10 February 2025 (pages 2023-085/1-4).**

 Community Infrastructure Board | 10 February 2025 v.1 - Minutes (Pages 2023-085/1-4)

5 **To receive an update on the CIL funding and receipts Summary 2025-26 (up to 31 October 2025)**

- Total receipts received: £257,189.10 (from British Legion - 13 High Street, Farmstead Drive, 4 Ridge Way and Jewson)
- Total interest: £5,274.45
- Total CIL awards paid out: £21,709.00

Balance: £411,959.29, of which £137,098.12 is allocated to other approved projects; unallocated CIL funds balance **£274,861.17**.

The two CIL bank/investment accounts has a total of £423,068.47 but £11,109.18 is yet to moved back into council bank account following payment of CIL invoices. October receipt of £223,495.91, will transfer £200k into the CCLA account for high interest returns.

Do members have any questions?

 Annex 1: 251126 CIL I&E to 31.10.25.pdf

6 **To agree the Annual Return for SDC (year-End 31 March 2025)**

The annual return to SDC has been completed and submitted within the time frame allowed; and published on the website (link below). Summary balance for 2024-25 year-end balance:

- Year-end total CIL funds £153,431.11; plus interest £7,691.69 (+ £10,099.94 from 2019-2024).
- Income/ receipts £87,225.09
- CIL awards/expenditure £79,805.59.

Do members have any questions?

https://www.edenbridgetowncouncil.gov.uk/document_category/cil-reports/

7 **To receive an update of approved CIL Funding Schemes**

Edenbridge Town Council: Promotional Infrastructure for Visit Edenbridge – balance £7,765 (resolution February 2020 5.3 £12k; reconfirmed commitment from funds 2024).

10 walks leaflets have been completed but were part funded via a KCC Members grant so less CIL was needed. There are now three trails being rewritten, and funding of walks envelope which will be funded via the CIL award. The walks app/GPS is also outstanding. It is likely most of the above award will be released back to CIL funds.

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, though the terms of the EVCs has changed and the Council will not be receiving an income from these. It is likely this money can be released back to CIL.

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.

Kent Highways - 40mph buffer zone

November 2024 it was agreed to release some of the unspent funding back to CIL, leaving £2,858.45 to pay the balance of the white gate.

Hever PTA Primary School - outdoor classroom, £10,000 (resolution November 2024 076-7.2)

Edenbridge Town Council - Pavilion heating & boilers, £100k

The project for the heating, new boilers, and mains water is progressing with the first phase having completed the tender and these now being considered. SDC has also supported with £110k, and ETC has funded professional fees. Unfortunately, the costs for the works are above initial budget.

Edenbridge Town Council - Pavilion gutters repaint and repairs, £4,700

This has come in under budget with £700 surplus. Works were completed in May. **Do members confirm to release £700 back to the general CIL funds?**

Recent claims:

Edenbridge Town Council: walks leaflets (tourism) £2,125, Pavilion gutters repairs and repaint £4,000; Rickards Hall flooring repairs £5,000.

St Paulinus: Kitchen floor £6,000.

Edenbridge Allotment Association: new door and brickwork to repair garage £4,584.

Do members have any questions?

8 **To consider applications for funding from the 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).

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

<https://www.edenbridgetowncouncil.gov.uk/what-we-do/town-council-services/cil/>

- 8.1 **Eden Valley Museum - replacement covers for display cabinets, £1,950**
How do members want to proceed?
📄 Confidential Annex 2 (omitted from public documents):
- 8.2 **Edenbridge Allotment Gardens - replacement composting toilet, £5,867.99**
How do members want to proceed?
📄 Confidential Annex 3 (omitted from public documents):
- 8.3 **Edenbridge Cricket Club - irrigation system, £12,000**
How do members want to proceed?
📄 Confidential Annex 4 (omitted from public documents):
- 8.4 **WI Hall - refurbishment and electricals, £9,587**
How do members want to proceed?
📄 Confidential Annex 5 (omitted from public documents):
- 8.5 **Edenbridge Town Council - Bandstand Stangrove Park, £22,570**
How do Members want to proceed?
📄 Confidential Annex 6 (omitted from public documents):
- 8.6 **Edenbridge Town Council - Pavilion disable access ramps, £2,800**
How do Members want to proceed?
📄 Confidential Annex 7 (omitted from public documents):
- 8.7 **Edenbridge Town Council - Pavilion mains water connection and removal of water tanks, £50,000**
How do members want to proceed?
📄 Confidential Annex 8 (omitted from public documents):
- 8.8 **Edenbridge Town Council - new replacement Playground Marsh Green, £70,000**
How do members want to proceed?
📄 Confidential Annex 9 (omitted from public documents):
- 8.9 **Edenbridge Town Council - replacement streetlight columns Cedar Drive and Park Avenue, £40,000**
How do members want to proceed?
📄 Confidential Annex 10 (omitted from public documents):
- 8.10 **Edenbridge Town Council - new streetlight Church Street, £6,000**
How do members want to proceed?
📄 Confidential Annex 11 (omitted from public documents):

FINANCIAL SUMMARY

CIL April 2025 reviewed 26.11.25 updated CIL income 31.10.25

INCOME

Date received	Comments	CIL Receipts	Of which Payment A	Payment B
2016-31/03/2024	total receipts	£ 974,236.46	338,712.95	635,523.51
19/04/2024	P18 - Skeynes Rd; Wheatsheaf; F	£ 78,590.01	£ 28,292.40	£ 50,297.61
16/10/2024	P19 - King&Queen; Apex Hse	£ 8,635.08	£ 3,108.63	£ 5,526.45
28/04/2025	P20	£ 223,495.91	£ 80,458.53	£ 143,037.38
21/10/2025	P21	£ 33,693.19	£ 12,129.55	£ 21,563.64

EXPENDITURE

EQY rtn	A/B/rtn	CIL BID Awards	SDC cont A/	Date paid	Award to	Comments
		£ 828,242.85				CIL payments made up to 31 March 2024
		£ 62,429.15	A or B	Paid May/July 24	Rugby Club windows & shutters project	
		£ 6,416.44	A or B	Paid Oct 24	Edenbridge Medical Practice last of £25k award	
		£ 3,000.00	A or B	Paid Sept 2024	Hever School pta - sport surfacing	
		£ 7,960.00	A or B	Paid Jan 2025	Wl Hall hall floor repairs 25.111.24	
		£ 1,900.00		Paid May 2025	Tourism Walk leaflets	
		£ 225.00		Paid June 2025	Tourism Walk leaflets	
		£ 2,000.00		Paid April 25	Painting of Gutters at Pavillion	
		£ 5,000.00		Paid July 25&Sept2	part towards Rickards Hall Repairs (CIL 10.02.25)	
		£ 6,000.00		Paid Aug 25	St Paulinus kitchen floor (CIL 25.11.24)	
		£ 4,584.00		Paid July 25	EAGA - new doors & brick repair to garage (CIL 10.02.25)	
		£ 2,000.00		Paid April /may25	ETC Pavillion gutters repaint & repairs (CIL 10.02.25)	

SUB-TOTALS:

£ 1,318,650.65 ✓

£ 929,757.44

Total CIL remaining £ 388,893.21

Interest

2019 to 31/03/24	Interest	£ 10,099.94	
April-July 24	CCLA Interest	£ 2,229.01	
Sept-Oct 24	CCLA Interest	£ 1,606.89	
June-Sept 24	Barclays Interest	£ 407.58	
Nov 24 (int. oct)	CCLA Interest	£ 734.29	
Dec&Jan (Nov&Dec)	CCLA Interest	£ 1,397.30	
Oct-Dec 24	Barclays Interest	£ 14.44	
Feb	CCLA Interest	£ 701.00	
Feb	Barclays Interest	£ 9.92	
Mar	CCLA Interest	£ 591.26	
01/06/2025	Barclays Interest	£ 317.76	
Apr/May/Jun	CCLA Interest	£ 1,865.55	
Jul/Aug/Sep	CCLA Interest	£ 1,768.80	
Sept	Barclays Interest	£ 753.92	£ 4,706.03
October	CCLA Interest	£ 568.42	

£ 23,066.08

ALLOCATED FUNDS SDC cont A/B

£ 7,765.00	A	Agreed Feb 2020	ETC - tourism	Project inhand will complete 2025
£ 7,500.00	A or B	Agreed 05/10/21	ETC - KCC KSTS Electric Car Charging points	Installed 2023/24 awaiting KCC invoice
£ 8,275.00	A or B	Agreed 28/02/22	Rugby Club - Pavillion Refurbishment	
£ 2,858.12	A or B	Agreed 28/02/22	Kent Highways - 40mph buffer zone	
£ 10,000.00	A or B?	Agreed 25/11/24	Hever PTA outdoor classroom	
£ 700.00	A or B	Agreed 10/02/25	ETC Pavillion gutters repaint & repairs	remaining - can release 700
£ 100,000.00	A or B	Agreed 10/02/25	ETC Pavillion heating repairs / poss replacement	

upto

upto

£ 137,098.12 ✓

sub total

Same as in the Allocated CIL Reserves

£ 1,066,855.56

TOTALS

£ 1,341,716.73

Total CIL less interest £ 1,318,650.65

Unallocated funds £ 274,861.17 Same in the CIL Reserves

£ 411,959.29 ✓

£ 1,341,716.73

all, Spent & un All

Bank statements 31/10/255		Summary	
£256,028.47	Barclays CIL	Received	£1,318,650.65
£167,040.00	CCLA PSDF	Spent	£929,757.44
£423,068.47	Total	CIL Fund (balance sheet)	£388,893.21
		Interest	£ 23,066.08
		CIL Fund& I (balance sheet)	£411,959.29

£423,068.47

Diffrence - CIL to move back to Council a/cs

£11,109.18

To balance at YE consolidate balance sheet