

**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 23 February 2026 at 7:30 pm, which Councillors are summonsed to attend.

Town Clerk  
18 February 2026

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, approve and sign the minutes of the Community Infrastructure Board Meeting held on 1 December 2025 (pages 2023-117/1-7).</b>	<b>2</b>
<b>4</b>	<b>To receive an update on the CIL funding and receipts</b>	<b>2</b>
<b>5</b>	<b>CIL Funding and Local Government Reorganisation impact</b>	<b>2</b>
<b>6</b>	<b>To receive an update of approved CIL Funding Schemes</b>	<b>4</b>
	6.1 Edenbridge Rugby Club – Confirmation of CIL Award (£8,725 resolution 2022)	5
<b>7</b>	<b>To consider applications for funding from the Edenbridge Town Council's CIL Fund</b>	<b>5</b>
	7.1 Hever Primary School - Outdoor Classroom and Wellbeing Space - additional funding £12,000	5
	7.2 Edenbridge Cricket Club - Enhanced car park with disability access - £45,000	5
<b>8</b>	<b>Date of Next Meeting</b>	<b>5</b>
<b>Annex 1</b>	<b>2025-26 records CIL balances.xlsx</b>	<b>6</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, approve and sign the minutes of the Community Infrastructure Board Meeting held on 1 December 2025 (pages 2023-117/1-7).**

 Community Infrastructure Board | 01 December 2025 v.1 - Minutes (Pages 2023-117/1-7)

## 4 **To receive an update on the CIL funding and receipts**

Summary 2025-26 (up to 31 December 2025)

- Total receipts received: £257,189.10 (from British Legion - 13 High Street, Farmstead Drive, 4 Ridge Way and Jewson)
- Total interest: £7,306.26
- Total CIL awards paid out: £26,194.00
- Balance: £409,823.86 of which £352,688.11 is allocated to other approved projects
- Unallocated CIL funds balance £57,135.75

The two CIL bank/investment accounts has a total of £409,823.86. The December meeting reported that £200k would be transferred from the Barclay CIL to CCLA account which has a higher interest return. This is in the process of being done, and should appear in the February statements.

### **Do members have any questions?**

 Annex 1: 180226 CIL receipts & payments.pdf

## 5 **CIL Funding and Local Government Reorganisation impact**

Comments in sector seminars and inter authority meetings have suggested that Community Infrastructure Levy (CIL) might be centralised or redistributed under reorganisation. However, research does not support this and does not appear in official publications.

To provide more clarity on whether the move to unitary authorities affects parish and town councils' entitlement to receive CIL funding, and to set out potential local implications for the Sevenoaks area, below sets out the national position and the local risks for Sevenoaks parish and town councils.

### **CIL funding to parish and town councils, there is no evidence to indicate CIL is being removed under local government reorganisation:**

No government policy, White Paper, parliamentary briefing or legislation indicates that the neighbourhood portion of CIL will stop being passed down following unitarisation.

## **Legislation governing CIL payments to parishes**

Community Infrastructure Levy Regulations 2010 (as amended) sets out the legally binding rules requiring charging authorities (district or unitary) to pass a share of CIL to parish and town councils. They specify:

- 15% neighbourhood portion
- 25% where a made Neighbourhood Plan exists
- A statutory duty for the charging authority to transfer these funds

Localism Act 2011 created the wider neighbourhood planning system and established the principle that communities should benefit directly from development. While it does not set CIL percentages itself, it is the Act that introduced the policy intention for a meaningful community share of developer contributions.

Together, these two frameworks explain both the legal duty and the community empowerment policy. This legislation remains in force and is not altered by local government reorganisation; Regulations 59A–59F (link below):

- The duty to pass funds
- How much is passed
- Spending powers
- Payment timings
- Reporting and recovery
- Arrangements where no parish exists

## **Parish and town councils remain unchanged under unitarisation**

Local government restructuring affects county and district tiers only. Parish and town councils continue as the lowest tier of government, with no proposed changes to their powers or existence.

- No national proposal to change CIL distribution rules
- All reorganisation documentation focuses on governance, boundaries and service delivery. Not developer contributions.

However, Sevenoaks-specific considerations:

1. Sevenoaks' current 25% for all parishes is discretionary. SDC Council currently pays 25% CIL to all parishes, regardless of Neighbourhood Plan status. This is more generous than the statutory minimum and is a local policy choice. A future unitary authority would not be required to continue this enhanced rate and may revert to the statutory minimum (15% or 25% only where a Plan exists).
2. Some other districts do not consistently pass on CIL at all in Kent. Charging authorities practices vary with some that do not pass CIL to parishes, contrary to the spirit of national guidance, and sometimes due to differing interpretations or legacy practices.

It is currently unknown which model a new unitary authority would adopt, meaning Sevenoaks parishes could see reduced CIL income after the move to the new unitary authorities structure.

These risks arise from local variation, not from national legislation.

## **Summary**

National law continues to protect parish and town councils' entitlement to a neighbourhood share of CIL under the CIL Regulations 2010. The Localism Act 2011 provides the policy foundation for this community benefit. Any risk to CIL income in Sevenoaks arises solely from

potential changes to local discretionary policy once a new unitary authority has established its policies and practices across the county. At this stage, it is not yet known the approach the new unitary authority will adopt.

#### **Members need to note and consider:**

- Statutory CIL neighbourhood funding remains unchanged at national level.
- **Local discretion in Sevenoaks (universal 25%) is vulnerable under unitarisation.**
- Variation across Kent means CIL income may decrease after the full move to unitary authorities.
- **Parishes without a Neighbourhood Plan may reduce from 25% to 15%.**
- Members should continue planning, but factor in potential future reductions.

#### **Do members have any comments?**

<https://www.legislation.gov.uk/ukxi/2010/948/contents>

#### **6 To receive an update of approved CIL Funding Schemes**

**Edenbridge Town Council Promotional Infrastructure for Visit Edenbridge – balance £7,765 (resolution February 2020 9324 5.3 £12,000** reconfirmed commitment from funds 2024): Phase 1 - 10 walks leaflets completed; Phase 2 - three trails, almost completed, at printers; Phase 3 - Walks App outstanding. Remaining balance £7,765. It is expected to be able to release 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 9607 7.2.):** EVCs installed MYCP x 4. Terms of the EVCs has changed with the Council not receiving an income from these. It is likely this money can be released back to CIL.

**Kent Highways - 40mph buffer zone (resolution February 2022 9688-5.5):** 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 (awaiting invoice).

**Hever PTA Primary School - outdoor classroom £10,000 (resolution November 2024 076-7.2):** An update was provided by email in December advising that they remain committed to creating an outdoor classroom environment, but due to unforeseen circumstances and now slightly more space available the area has been redesigned bringing the classroom forward and incorporating an expanded sensory area around it. A second application has been received (agenda item 5.1) for further funding.

**Edenbridge Town Council - Pavilion heating, boilers and water, £100,000 (resolution February 2025 085-7.5) & further £50,000 (resolution December 2025 117-8.7):** The project for the heating, new boilers, and mains water is progressing. The tender has been awarded with works commencing 23 February, and planned completion late week 20 April. SDC has also supported with £110k, and ETC has funded professional fees. A further award of £50k to progress with the mains water connection was agreed December meeting. The tender documentation is currently being prepared.

#### **Awarded at the December 2025 meeting:**

- **Eden Valley Museum - replacement covers for display cabinets, £1,950 (resolution 117-8.1)**
- **Edenbridge Allotment Gardens - replacement composting toilet, £5,867.99 (resolution 117-8.2)**
- **Edenbridge Cricket Club - irrigation system, £12,000 (resolution 117-8.3)**
- **WI Hall - refurbishment and electricals, £9,587 (resolution 117-8.4)**
- **Edenbridge Town Council - Pavilion disable access ramps, £2,800 (resolution 117-8.6)**

- **Edenbridge Town Council - new replacement Playground Marsh Green, £70,000 (resolution 8.8)**
- **Edenbridge Town Council - replacement streetlight columns Cedar Drive and Park Avenue, £40,000 (resolution 8.9)**
- **Edenbridge Town Council - new streetlight Church Street, £6,000 (resolution 8.10)**

**Recent claims:**

WI Hall - part payment, £4,485 toward electrical works and refurbishment works.

**Do members have any questions?**

6.1 **Edenbridge Rugby Club – Confirmation of CIL Award (£8,725 resolution 2022)**

In February 2022 (resolution 9687-5.2), the CIL Board awarded the Rugby Club £8,275 towards the refurbishment of the Pavilion to improve facilities for users and the wider community. The original application stated:

“The club plan to expand use of its facilities to all sections of the community and is seeking to decorate and refurbish to provide a better environment for all.”

The Club’s new committee has now brought forward a phased refurbishment proposal, including improvements to the kitchen, toilets, bar area and electrical provision within the main hall, with a focus on improving hygiene, compliance, accessibility and overall usability of the Pavilion

As some time has passed since the original award, **Members are asked to confirm that they are satisfied that the proposed works remain consistent with the original funding purpose and CIL award criteria.**

📄 Confidential Annex 2 (omitted from public documents):

7 **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)

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

7.1 **Hever Primary School - Outdoor Classroom and Wellbeing Space - additional funding £12,000**

**How do members want to proceed?**

📄 Confidential Annex 3 (omitted from public documents):

📄 Confidential Annex 4 (omitted from public documents):

7.2 **Edenbridge Cricket Club - Enhanced car park with disability access - £45,000**

**How do members want to proceed?**

📄 Confidential Annex 5 (omitted from public documents):

8 **Date of Next Meeting**

- Annex 1 | 2025-26 records CIL balances.xlsx -

CIL April 2025 January updated

INCOME		Of which			EXPENDITURE						
Date received	Comments	CIL Receipts	Payment A	Payment B	EOY rtn	A/B rtn	CIL BID Awards	SPC cont A/	Date paid	Award to	Comments
2016-31/03/2024	total receipts	£ 974,236.46	338,712.95	635,523.51	£		828,242.85		CIL payments made up to 31 March 2024		
19/04/2024	P18 - Skeynes Rd; Wheatsheaf; F	£ 78,590.01	£ 28,292.40	£ 50,297.61	£		62,429.15	A or B	Paid May/July 24	Rugby Club windows & shutters project	
16/10/2024	P19 - King&Queen; Apex Hse	£ 8,635.08	£ 3,108.63	£ 5,526.45	£		6,416.44	A or B	Paid Oct 24	Edenbridge Medical Practice last of £25k award	
28/04/2025	P20 - Jewsons, Ridgeway, Spital	£ 223,495.91	£ 80,458.53	£ 143,037.38	£		3,000.00	A or B	Paid Sept 2024	Hever School pta - sport surfacing	
21/10/2025	P21 - RBL	£ 33,693.19	£ 12,129.55	£ 21,563.64	£		7,960.00	A or B	Paid Jan 2025	WI 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	Paid March 2025
					£		5,000.00		Paid July 25&Sept25	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)	
					£		4,485.00		Paid Jan 2026	WI Hall part towards Referbishment	
<b>SUB-TOTALS:</b>		<b>£ 1,318,650.65</b>					<b>£ 934,242.44</b>				
					Total CIL remaining	£	384,408.21				
<b>Interest</b>					<b>ALLOCATED FUNDS SPC cont A/B</b>						
2019 to 31/03/24	Interest	£ 10,099.94			£		7,765.00	A	Agreed Feb 2020	ETC - tourism	3xtrails & GPS app outstanding
April-July 24	CCLA Interest	£ 2,229.01			£		7,500.00	A or B	Agreed 05/10/21	ETC - KCC KSTS Electric Car Charging points	Installed 2023/24 awaiting KCC invoice
Sept-Oct 24	CCLA Interest	£ 1,606.89			£		8,275.00	A or B	Agreed 28/02/22	Rugby Club - Pavillion Refurbishment	
June-Sept 24	Barclays Interest	£ 407.58			£		2,858.12	A or B	Agreed 28/02/22	Kent Highways - 40mph buffer zone	
Nov 24 (int. oct)	CCLA Interest	£ 734.29			£		10,000.00	A or B?	Agreed 25/11/24	Hever PTA outdoor classroom	
Dec&Jan (Nov&Dec)	CCLA Interest	£ 1,397.30			upto		100,000.00	A or B	Agreed 10/02/25	ETC Pavillion heating repairs / poss replacement	
Oct-Dec 24	Barclays Interest	£ 14.44			£		2,800.00		Agreed 01/12/25	ETC Pavillion Disabled Access	
Feb	CCLA Interest	£ 701.00			£		1,950.00		Agreed 01/12/25	Museum Cabinets	
Feb	Barclays Interest	£ 9.92			£		5,867.99		Agreed 01/12/25	Edenbridge Allotments for Compostable Toilet	
Mar	CCLA Interest	£ 591.26			£		12,000.00		Agreed 01/12/25	Edenbridge Cricket Club Irrigation System	
01/06/2025	Barclays Interest	£ 317.76			£		5,102.00		Agreed 01/12/25	WI Hall Referbishment and electrics	Part paid Jan 26
Apr/May/Jun	CCLA Interest	£ 1,865.55			£		22,570.00		Agreed 01/12/25	ETC Bandstand	
Jul/Aug/Sep	CCLA Interest	£ 1,768.80			£		6,000.00		Agreed 01/12/25	ETC Church Street Streetlight	
Sept	Barclays Interest	£ 753.92			£		40,000.00		Agreed 01/12/25	ETC Cedar Drive Streetlights	
Sept	CCLA Interest	£ 552.60			£		70,000.00		Agreed 01/12/25	ETC Marsh Green Playground	
Oct	CCLA Interest	£ 568.42			£		50,000.00		Agreed 01/12/25	ETC Pavillion Heat works increase	
Nov	CCLA Interest	£ 546.55									
Sept- Dec	Barclays Interest	£ 696.34									
Dec	CCLA Interest	£ 554.08									
		<b>£ 25,415.65</b>					<b>£ 352,688.11</b>		sub total	<b>Same as in the Allocated CIL Reserves</b>	
							<b>£ 1,286,930.55</b>			Summary	
<b>TOTALS</b>		<b>£ 1,344,066.30</b>			Bank statements 31/12/2025						
Total CIL less interest		£ 1,318,650.65			£242,783.86		Barclays CIL		Received	£1,318,650.65	✓
					£167,040.00		CCLA PSDF		Spent	£934,242.44	✓
					£409,823.86		Total		CIL Fund (balance sheet)	£384,408.21	✓
									Interest	£ 25,415.65	✓
									CIL Fund& I (balance sheet)	<b>£409,823.86</b>	✓
					£ 409,823.86		✓				
					£ 1,344,066.30		✓				
					all, Spent & un All				<b>Diffrence - CIL to move back to Council a/cs)</b>	<b>£0.00</b>	
									To balance at YE consolidate balance sheet		
<b>Summary</b>											
Total CIL Awards Paid	£	934,242.44	Total CIL Receipts	£ 1,318,650.65							
Total Awards Allocated - v	£	352,688.11	Total Interest	£ 25,415.65							
<b>Totals</b>	<b>£</b>	<b>1,286,930.55</b>		<b>£ 1,344,066.30</b>							
<b>Unallocated funds</b>		<b>£ 57,135.75</b>									