



Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



To: Cllrs Mrs J Davison, A Layland, M McArthur (Chairman for this meeting), S McGregor and J Scholey, Town Clerk and Responsible Finance Office.

A meeting Edenbridge Community Infrastructure Levy Board will take place at approx. 7.45pm on Monday 28 January following the Extra Ordinary Council meeting at Rickards Hall

Town Clerk
23/01/2019

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.

1. **TO RECEIVE APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTERESTS OR PREDETERMINATION**
A declaration has been granted to all members to enable them to discuss matters relating to Land and Buildings the Council owns
3. **TO RECEIVE, THE REPORT OF THE CIL BOARD MEETING HELD ON 16 OCTOBER 2018**
4. **TO APPROVED THE PROCEDURES AND SPEAKING PROTOCOL AND THE KEY CONSIDERATIONS**
5. **TO CONSIDER APPLICATIONS FOR FUNDING FROM EDENBRIDGE TOWN COUNCIL'S CIL FUND**
 - 5.1 Edenbridge Cricket Club – Max Cox Community Pavilion - £10,059
 - 5.2 Edenbridge Health and Wellbeing Centre – new facility - £100,000
 - 5.3 Edenbridge Open Spaces and Boundary installations - to deter travellers - £21,450
 - 5.4 Edenbridge Public Toilets – major refurbishment - £34,000
6. **NOTIFICATION OF FUTURE APPLICATION**
 - 6.1 Edenbridge Scouts- new facilities - tbc
7. **APPLICATIONS TO SDC CIL BOARD**
 - 7.1 Edenbridge Public Toilets - major refurbishment - £35,000
8. **ONGOING PROJECT MONITORING - none**
9. **CIL FUND/ANNUAL RETURN - attached**
In view of the confidential nature of the following items to be discussed, the chairman will move that the press and public be excluded from the Chamber. Public Bodies (admission to meetings) Act 1960.
10. **Confidential Item**
Edenbridge Leisure Centre

Council offices: Doggetts Barn, 72A High Street, Edenbridge, Kent TN8 5AR

Office hours: Monday – Friday 9.00am – 5.00pm **Tel:** (01732) 865368 **Fax:** (01732) 866749

Email: townclerk@edenbridgetowncouncil.gov.uk **Web:** www.edenbridgetowncouncil.gov.uk

CIL Board meeting took place at 2pm on Tuesday 16 October 2018 at Doggetts Barn

Agenda

Invited

J Davison No

A Layland Yes (Chairman for this meeting)

M McArthur Yes

S McGregor Yes

J Scholey Yes

Items for discussion

Notes from last meeting - noted

CIL Board Items for discussion

1. Process for dealing with applications and schedule of meeting dates

How are requests for funding to be made, How often does the board need to meet, when best to fit in with SDC/ Forward Planning

The Community Infrastructure Levy is finally bedding in and this Council expects to start receiving significant developer funds via the District Council for the homes behind St Johns Way and Enterprise Way. SDC has recently revised the systems it plans to use for processing CIL payments, and having now had some experience of offering and bidding for grants the ETC Board wished to review its procedures.

It quickly became apparent that the only certainty remains the dates that funds will be received from the District Council, April and October. As a matter of principle Members believe that the funds should be received before applications are requested, and projects submitted should be ready to go. The Clerk was asked to establish what 'advertising' the District undertakes to attract bids and to set this Council's policy along the same lines. *It has been established that the District send targeted messages to organisations that are involved in providing infrastructure in the area and to all Town and Parish Councils. If other local groups are planning projects they are added to the circulation list.*

To enable applicants wishing to apply for funds it was proposed that notification of date of the Edenbridge CIL Board meeting, and deadline for return of applications, should take place in early November and remain open for six to eight weeks. Upon receipt officers of the Council to check for completeness and prepare papers for presentation to the Board. The organisation requesting funding to be asked to come and speak briefly on their proposal, and be prepared to answer questions. The Agenda to be published and an opportunity offered to one person to register to speak against any of the proposals under consideration. It is proposed that some adjustments are made to the list of Council meeting dates to move the Councillor training from 28 January to 18 February and the 1 July Emergency Planning committee to 22 July. CIL Board meeting to be programmed for 28 January 2019 and 1 July 2019. Retrospective applications would normally only be accepted from the Town Council. The Town Council may earmark funds for future projects

providing they have been identified in its Forward Plan. The Lead partner on projects to be responsible for providing evidence to support claim.

Members of the Board considered and amended a draft application form.

2. Applications to SDC CIL Board

Edenbridge Public Toilets The application for the renovation of the toilets (Item 8.6 Council July 17 and 8.2 Nov 17) has been re- submitted for consideration at the Sevenoaks Board on 18 December 2018. Planning permission has been granted for the proposal.

3. Application to ETC CIL Board

Applications will considered at the Board Meeting on 28 January.

4. Info on Leisure centre -Sensio has advised that they are developing plans for improvements and intent to make a bid to this Council for facilities improvements in due course.

5. Ongoing project update

Info on All Weather Pitch - This Council has been asked to confirm that it has earmarked 10K from its CIL reserve for the redevelopment of the All Weather Pitch

6. Finances

The fund currently stands at 59,927.88 with the first large tranche of funding expected in October..

Board structure, procedures and speaking protocol

1. The RFO will be invited to introduce a summary of CIL at the beginning of the meeting to include: - Summary of CIL Legislation - Amount of funding available - Where CIL receipts have come from.
2. Each bid will then be discussed individually.
3. Only one public speaker supporting the application and one against will be permitted.
4. The Chairman will read out the project title and summarise the recommendation.
5. The company/person/body submitting the Bid will be expected to present their Bid to the Spending Board. Visual aids are allowed by speakers. Speakers will be invited to do so by the Chairman in the following order for a maximum of 3 minutes:
 - Company/person/body responsible for the Bid
 - A member of the public wishing to speak for the Bid.
 - A member of the public wishing to speak against the Bid
 - A Local Council representative.
 - The Chairman retains discretion to allow additional speakers.
6. Members of the CIL Board will have the opportunity to ask questions of the speakers.
7. Members of the CIL Board will then have an opportunity to ask questions of the officers present.
8. Discussion of each Bid will take place.
9. A decision on each Bid will only be made at the end of the meeting, after all the Bids are discussed.
10. A vote will then be taken on each Bid after a motion has been moved (and seconded if necessary). Any motion put forward should usually be for one of the following recommendations
 - Funding for the scheme is recommended for approval
 - Partial funding for the scheme is recommended for approval
 - Funding for the scheme is not recommended for approval on the basis that the other proposed schemes have been given greater priority
 - Funding for the scheme is not recommended for approval on the basis that insufficient evidence has been provided to justify it
 - Funding for the scheme is not recommended for approval on the basis that the scheme is not considered appropriate for the use of CIL.
11. A vote will take place and the Chairman will advise the meeting of the result.

Key Considerations

The CIL Board's key considerations will be whether there is a public benefit from the proposed scheme for residents in Edenbridge and whether the scheme constitutes value for money. In determining this, the CIL board will consider the following issues in making its recommendation

- a) Whether sufficient evidence has been provided to demonstrate a strong social, environmental or economic justification for the scheme.
- b) Whether the scheme forms part of a planned strategy to address the need for infrastructure.
- c) Whether the CIL contribution will be matched by funding from other sources.
- d) Whether the use of other funding sources has been maximised.
- e) Whether there is sufficient certainty that the scheme will be delivered. Schemes that do not require funds within 3 years are unlikely to be accepted.
- f) Whether evidence has been provided to demonstrate that there are sufficient maintenance arrangements in place.

The board may also take into account other factors that it considers relevant. There is limited CIL funding available and it is unlikely that it will fund all of the infrastructure schemes that are considered necessary to support development. Where it is necessary to choose between schemes that could both be appropriate uses of CIL (i.e. they satisfy all of the considerations set out above), the board will give particular consideration to the public benefit of the schemes for residents in Edenbridge and the link between the development and the scheme.

Types of recommendation

2. The board may make the following recommendations to Council for it to ratify:

- a) Funding for the scheme is approved.
- b) Funding for the scheme is not approved on the basis that other proposed schemes have been given greater priority.
- c) Funding for the scheme is not approved on the basis that insufficient evidence has been provided to justify it.
- d) Funding for the scheme is not approved on the basis that the scheme is not considered to be an appropriate use of CIL.

These recommendations should give bidders an indication of whether they should consider bidding for this scheme again and what additional information, if anything, should be provided with any resubmission.

Summary for CIL Board Meeting

What can the Community Infrastructure Levy be spent on?

The levy can be used to fund a wide range of infrastructure, including transport, flood defences, schools, hospitals, and other health and social care facilities (for further details, see section 216(2) of the Planning Act 2008, as amended in 2012 and 2013. This definition allows the levy to be used to fund a very broad range of facilities such as play areas, parks and green spaces, cultural and sports facilities, academies and free schools, district heating schemes and police stations and other community safety facilities. This flexibility gives local areas the opportunity to choose what infrastructure they need to deliver their relevant Plans.

Parish, town or community councils must spend the levy on infrastructure needed to support the development of their area, and they will decide what infrastructure is needed. The levy is intended to focus on the provision of new infrastructure and should not be used to remedy pre-existing deficiencies in infrastructure provision, unless those deficiencies will be made more severe by new development. The levy can be used to increase the capacity of existing infrastructure or to repair failing existing infrastructure, if that is necessary to support development.

The neighbourhood portion of the levy can be spent on a wider range of things than the rest of the levy, provided that it meets the requirement to 'support the development of the area' (see regulation 59C for details). The wider definition means that the neighbourhood portion can be spent on things other than infrastructure (as defined in the Community Infrastructure Levy regulations). For example, the pot could be used to fund affordable housing where it would support the development of the area by addressing the demands that development places on the area.

Can the neighbourhood portion be paid 'in kind', as land or infrastructure, as well as cash?




Developers may offer to pay the levy as land or infrastructure as well as by cash, if the charging authority chooses to accept these alternatives. The relevant percentage of the cash value of levy receipts must be passed on to a parish, town or community council in cash.

Funding

In Sevenoaks District, Town and Parish Councils will benefit from 25% of the levy revenues arising from the development that takes place in their area, however the wider spending powers that apply to the neighbourhood funding element of the levy will not apply to any additional funds passed to a parish, town or community council.

The levy must be paid by the District Council every 6 months, at the end of October and the end of April.

If a parish, town or community council does not spend its levy share within 5 years of receipt, or does not spend it on initiatives that support the development of the area, the charging authority may require it to repay some or all of those funds to the charging authority.

| Application Details | | | | | |
|---------------------|---|-------------|---------------------------|--------------------|---|
| Reference | ADDRESS | Parish Name | Period | Due To Parish | Details |
| 18/00076/FUL | 128 High Street Edenbridge KENT TN8 5AY | Edenbridge | 07 (Apr 18 - Sep 18) | £368.75 |  |
| 17/01626/REM | Land North Of Railway Line And West Of St Johns Way St Johns Way Edenbridge KENT | Edenbridge | 07 (Apr 18 - Sep 18) | £114,389.06 |  |
| 17/01625/REM | Land North Of Railway Line And West Of St Johns Way St Johns Way Edenbridge KENT | Edenbridge | 07 (Apr 18 - Sep 18) | £269,197.08 |  |
| | Information only available from period 7 onwards | Edenbridge | 01 - 06 (Apr 15 - Mar 18) | £59,927.88 | |
| Total | | | | £443,882.77 | |

Community Infrastructure Levy Spending Board

Bid for Funding Pro-forma

| | |
|---|---|
| Scheme name: | Matthew Cox Community Pavilion at Edenbridge Cricket Club |
| Description of Scheme: | The old cricket pavilion at Blossoms Park, which dated from the 1960s, along with the adjacent public toilet block, has been demolished and is being replaced by a new modern larger community pavilion incorporating facilities for the disabled and better provisions for female cricketers in the form of additional private changing and shower rooms. |
| Is this scheme promoted by your organisation in partnership with another organisation (s)? | <p>No</p> <p>Who is involved in the Partnership. Organisation Name (s):</p> <p>Responsible individuals (s):</p> <p>Signature (s) on behalf of other supporting organisations (s):</p> <p>Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme from each organisation.</p> |
| Is planning permission required for the scheme? | <p>Yes</p> <p>If yes, has it been applied for? Yes, planning permission has been granted under reference SE/17/02469/FUL</p> <p>If no - please explain why?</p> |
| Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Govt Bodies): | <p>Consent required: No other consent required.</p> <p>Date applied for / granted:</p> |

Need for the Scheme

Why is this scheme needed and how many people will benefit from the scheme:

The old cricket pavilion at Blossoms Park dated from the 1960's. It was a timber structure set on a concrete base. The windows were single glazed and there was no insulation. In several areas, the wooden structure had warped, doors no longer closed tightly and holes were beginning to appear around the base of the building.

Each spring, the cricket club undertook a series of repairs commonly involving leaking plumbing, repainting and repairs to damaged roof tiles. Despite the best efforts of the cricket club the reality was that the building was past its best, beyond its expected timeline, and in need of replacement.

The old building was also no longer suitable for the requirements of modern cricket. The home changing room was adequately sized but the visitors changing room was too small. The shower room was shared by both teams rather than being separated and the toilets were located in a separate building. The cricket club was thwarted in efforts to support female cricket owing to an inability to guarantee privacy for female players. Furthermore, the old pavilion made no provision for the access and comfort of people with disabilities.

The new building has been designed to address all of these deficiencies and meet the standards laid out by Sport England and the England & Wales Cricket Board (ECB). Changing rooms will be larger and of equal size. A third changing room will be available for female players. Shower and toilet facilities will be provided to all changing rooms. Public toilets will be incorporated within the single building, which will also provide facilities for those with disabilities. Further, the club room of the new pavilion will be sufficient to accommodate more cricket club events and provide for additional community activities.

The scheme will benefit in excess of 100 people including senior cricket club playing members, non-playing members and club associates, junior players, parents, coaches, and members of opposition teams. There is also the potential to provide benefit to many other members of the local community who may require the use of a venue within a safe parkland setting.

| | |
|--|--|
| Please provide any information you have to support the need: | |
|--|--|

Please provide an explanation of the 'public benefit' of the scheme proposed for residents in Edenbridge:

| | |
|---------------|--|
| Economic | <p>A thriving cricket club with junior section, women's section and senior men's teams will attract players and spectators to the Town from the surrounding area. Others may choose to relocate to Edenbridge. Additional residents and visitors to the Town will bring economic benefit through local spend.</p> <p>Furthermore, the construction of the new pavilion is being carried out by TrueBuild, a local company based in Edenbridge, employing workers from Edenbridge and the local area.</p> |
| Social | <p>A thriving local cricket club provides a friendly environment for social interaction between people of different ages, backgrounds and cultures. The new cricket pavilion will provide a local hub and venue for sports enthusiasts to gather.</p> |
| Environmental | <p>As its condition deteriorated, the old cricket pavilion was becoming a bit of an eyesore within the parkland of Blossoms Park. A separate toilet block and two steel containers for grounds equipment presented a somewhat disjointed appearance. The new pavilion will house everything in one building with the construction designed to blend into the local surroundings, improving the local environment through appearance, function and facilities.</p> |

Funding

| | |
|----------------------------|-------------------------------|
| Total project cost: | £409,928 including VAT |
| Funding required from CIL: | £10,059 |

| | |
|--|---|
| <p>Identify other funding sources for this project, what contribution they are making and why these can not be used to fund the scheme in its entirety</p> | <p>1) Self-fund raising by Edenbridge Cricket Club members, associated and friends through a series of many fund raising activities and donations. Current total raised at £148,269</p> |
| | <p>2) ECB grant £100,000</p> |
| | <p>3) Sport England grant £50,000</p> |
| | <p>4) The Great Stonebridge Trust grant £25,000 5) The John Colman Trust grant £5,000 6) Aberdeen Asset Management grant £5,000 7) The Warren Meadows Trust grant £5,000</p> |
| | <p>8) Kent County Council grant £8,000 9) Edenbridge Town Council grants £2,100 10) Gatwick Community Trust grant £1,500</p> |
| | <p>11) Interest Free Loan from ECB £50,000</p> |
| <p>Is this bid for staged payments?</p> <p>Will staged payments be accepted?</p> | <p>No</p> <p>Yes, if necessary</p> <p>Details of anticipated funding requirements and timetable:</p> <p>£10,059 is required in April 2019 to complete the project</p> |

| | |
|--|--|
| | and make the final payment to the construction company. |
| Has a bid(s) for CIL funding been made to the District Council? | <p>Bid made: No</p> <p>Details of bid:</p> <p>Decision made: Yes / No</p> <p>Details of decision:</p> |
| Would the scheme be fully funded if the Edenbridge CIL contribution is agreed: | Yes. The Edenbridge CIL contribution requested would close the funding gap and mean the project is fully funded. |
| Has this scheme benefited from CIL funding previously: | <p>No</p> <p>If Yes; Please provide further justification as to why further CIL funding is required for this project.</p> |
| <u>Deliverability</u> | |
| Does your organisation have the legal right to carry out the proposed scheme? | <p>Yes</p> <p>If not, you must attach documentation showing that the statutory provider of this service supports this scheme.</p> |
| Anticipated start date for delivery of the scheme: | Construction began on 10th September 2018 |
| Anticipated finish date for the delivery of the scheme: | The main construction project is scheduled to complete by 26th April 2019 |
| Anticipated date when CIL funding will need to be made available: | 1st April 2019 |
| Does land need to be purchased to facilitate the scheme: | <p>No</p> <p>Details:</p> |

| | |
|---|--|
| Please provide a plan to let Edenbridge Town Council know when they can expect progress reports on the project. | Progress reports have been, and will continue to be, supplied to Edenbridge Town Council on a regular basis. The next update report is due to be provided before the end of January 2019. |
| Please provide details of the management and timescales of the project. | <p>Day to day project management is with TrueBuild, the construction partner. The project is overseen by the Committee of Edenbridge Cricket Club. Project auditing is provided by Apt Technical Design Ltd through a fortnightly site visit.</p> <p>Timescales are as mentioned above and the project is currently on schedule.</p> |
| Has consultation been carried out on the scheme or is any planned? | <p>Yes, Carried out</p> <p>Details: Local neighbours were invited to meet Edenbridge Cricket Club committee on 5th May 2016. Further comments from neighbours were invited in April 2017 by the cricket club committee. As part of the planning application process, Sevenoaks District Council issued consultation process letters on 22nd May 2017. Responses are available with the planning application under reference SE/17/02469/FUL</p> <p>(Note: Results can be attached separately if necessary.)</p> |
| Maintenance | |
| Which organisation will be responsible for ongoing maintenance: | Edenbridge Cricket Club |
| Are funding arrangements in place for maintenance: | <p>Yes</p> <p>Details: The cricket club has created a cash flow forecast for seven years up to 2024. This plan provides for up to £7,000 per year to be allocated to maintenance of the pavilion and surrounding grounds.</p> |
| Any further comments: | |

Edenbridge Town Council

Community Infrastructure Levy Spending Board

Bid for Funding Pro-forma

| | | | | | | | | | | | |
|---|---|----------------|--------------------------|---------------|------------------------|----------------------|--------------------------------|--------------|--------------------------------|----------------|-------------------------|
| Scheme name: | Edenbridge Health and Wellbeing Centre | | | | | | | | | | |
| Description of Scheme: | Provision of a replacement building to the Edenbridge Memorial Hospital and the Edenbridge Doctors Surgery. The creation of a purposed designed and built Health and Wellbeing Centre to serve the local community in Edenbridge. | | | | | | | | | | |
| Is this scheme promoted by your organisation in partnership with another organisation (s)? | <p>YES</p> <p>Who is involved in the Partnership. Organisation Names: -</p> <p>The Kent Community NHS Foundation Trust Edenbridge Medical Practice NHS West Kent Clinical Commissioning Group</p> <p>Responsible individuals: -</p> <p>The Governance arrangements of the project are precisely described. The Project is managed by a Project Board which takes decisions based on its terms of reference. The membership of the Board is drawn from the three partnership organisations and includes the following: -</p> <table border="0"> <tr> <td>Natalie Davies</td> <td>- Project Director KCHFT</td> </tr> <tr> <td>Adam Wickings</td> <td>- Project Director CCG</td> </tr> <tr> <td>Dr Anna Louise Malan</td> <td>- Practice lead Edenbridge GPs</td> </tr> <tr> <td>Joanna Brown</td> <td>- Practice lead Edenbridge GPs</td> </tr> <tr> <td>Anthony Wiffen</td> <td>- Project Manager KCHFT</td> </tr> </table> <p>Signature on behalf of supporting organisations: -</p> <p><i>Tony Wiffen</i></p> <p>Anthony Wiffen</p> <p>Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme</p> | Natalie Davies | - Project Director KCHFT | Adam Wickings | - Project Director CCG | Dr Anna Louise Malan | - Practice lead Edenbridge GPs | Joanna Brown | - Practice lead Edenbridge GPs | Anthony Wiffen | - Project Manager KCHFT |
| Natalie Davies | - Project Director KCHFT | | | | | | | | | | |
| Adam Wickings | - Project Director CCG | | | | | | | | | | |
| Dr Anna Louise Malan | - Practice lead Edenbridge GPs | | | | | | | | | | |
| Joanna Brown | - Practice lead Edenbridge GPs | | | | | | | | | | |
| Anthony Wiffen | - Project Manager KCHFT | | | | | | | | | | |

| | |
|---|---|
| | <p>from each organisation.</p> <p>There are high level agreements in place between two of the three organisations namely, The Kent Community Health NHS Foundation Trust and The NHS West Kent Clinical Commissioning Group CCG who have agreed that the project will be funded equally between the two organisations.</p> |
| Is planning permission required for the scheme? | <p>YES</p> <p>If yes, has it been applied for: - NO</p> <p>If no - please explain why: - Kent Community Health NHS Foundation Trust are in the process of making a formal town planning submission.</p> |
| Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Govt Bodies): | <p>Consent required: - None although the specific environmental conditions will need to be complied with of Natural England and in particular those related to Bats and Great Crested Newts. Compliance with all planning conditions including S106 conditions of the District Council following planning consent will be necessary. In addition, any requirements that the town council may have, would be complied with as far as possible.</p> <p>Date applied for / granted : - Monday 14th January, 2019</p> |
| <u>Need for the Scheme</u> | |
| Why is this scheme needed and how many people will benefit from the scheme: | <ul style="list-style-type: none"> The people of Edenbridge have a unique and proud history of providing Health care facilities in Edenbridge town. In memory of the service men and civilians that lost their lives during war, the Edenbridge Memorial Hospital was provided by donations from local Edenbridge residents. Not only was the land donated and the Hospital built, it was also staffed by volunteers for many years. To the present day the friends of Edenbridge Memorial Hospital support NHS professionals in providing Health care services. The original focus of the memorial Hospital was on the betterment of the lives of those suffering injuries during war. This has evolved into maintaining the Health of the people of Edenbridge. The Hospital has been a great success over many years. It is time therefore to renew this success and replace the old hospital with new world class facilities that all parties can be proud of and which can support modern clinical techniques and state of the art equipment. |

| | |
|--|--|
| | <ul style="list-style-type: none"> • The Edenbridge Doctors Surgery has serviced the local community for many years with great clinical services provided by a range of high class NHS Health professionals. It has earned its reputation as a good GP practice but now is lacking space and facilities to support modern medicine in the environment of a rapidly expanding local population. Extending the surgery on site is not feasible and a new approach is needed. • A decision was adopted by the partners of the practice to seek partners to develop a new surgery in Edenbridge. This far-sighted decision was initiated in 2014 originally and work has been progressing albeit slowly in the background since that time. • The work has now progressed to the point of making a formal town planning submission to Sevenoaks District Council. The Trust is therefore seeking the support of the town council in its ambition to move to the implementation phase of this very important project which will benefit all local people in Edenbridge and surrounding areas. • It is considered that currently 15,000 people will directly benefit within the expanding locality of Edenbridge and an additional five thousand from outlying areas within Kent. |
| Please provide any information you have to support the need: | <p>The Trust has undertaken a series of extensive consultations within the local community involving local stakeholders people and NHS staff and voluntary organisations. Attached in a formal report on the views of these groups including statistical analysis. This information proves the need for The Edenbridge Health and Wellbeing Centre.</p> |

| <u>Please provide an explanation of the 'public benefit' of the scheme proposed for residents in Edenbridge:</u> | |
|---|---|
| Economic | <ul style="list-style-type: none"> • Edenbridge will benefit greatly from the provision of a new Health and Wellbeing Centre. The development of this area of the town will increase the activity of the local economy of Edenbridge and the surrounding area. |

| | |
|---------------|--|
| | <ul style="list-style-type: none"> • The building works will bring valuable jobs to the area during the construction process. • The ongoing activity will bring income to the town and the maintenance elements of the development will provide sustainable work for the local community. |
| Social | <ul style="list-style-type: none"> • The local community will benefit from the development of the Edenbridge Health and Wellbeing Centre. • It will provide a focal point for the towns activities relating to the health and well-being of the local people. • There will be long term rewards in travel distances for residents. • The feel of the town and or village will be enhanced by the creation of a focal point for long term health needs of local people. As people grow older and tend to live with multiple health issues and one stop approach in the locality is considered to be an optimum approach for these age groups. • Specialist activities, regular exercise and healthy eating may be promoted which will provide a social dimension to the use of the building as well as performing its more serious clinical functionality. |
| Environmental | <ul style="list-style-type: none"> • The new building will be a state of the art environmentally designed building incorporating the latest in energy saving devices. • It will be carefully designed to blend in with and complement the existing environment. • The building may feature a green roof. |

| | |
|---|--|
| | <ul style="list-style-type: none"> • The building may feature an environmentally sustainable swale drainage arrangement. • There may be plans to harness energy from the sun with photovoltaic cells. |
| Funding | |
| Total project cost: | £ 16 million |
| Funding required from CIL: | <p>£ 100,000</p> <p>It is proposed that for the ease of administration that the Trust seek a contribution towards the cost of Windows and External Doors for the new building. The initial cost plan from the Quantity Surveyor states this value to be £201,590.</p> <p>The Trust would be extremely grateful if a contribution towards this cost could be achieved by the Town Council of £100,000.</p> |
| Identify other funding sources for this project, what contribution they are making and why these can not be used to fund the scheme in its entirety | <p>1) The Strategic Transformation Planning organisation have formally declined to contribute to fund the new Centre.</p> <p>2) The NHS West Kent Clinical Commissioning Group - (CCG) have agreed in principle to fund 50% of the value of the project but these monies may not be either fully available or available within the necessary time frame to complete the project.</p> <p>3) The Kent Community Health NHS Foundation Trust has agreed in principle to fund 50% of the value of the project but these monies may need to be provided from NHS England. It is hoped that funding will be provided in time to commence the work in the event that the town planning application is successful.</p> <p>4) The local Community may wish to assist with funding this exciting project especially some of the stakeholder organisations and local charities. The Trust have no confirmation of funding from these sources.</p> |

| | |
|--|---|
| | 5) The Trust may wish to consider a funding partner in the future. |
| Is this bid for staged payments? | Yes/No NO |
| Will staged payments be accepted? | Yes/No YES Details of anticipated funding requirements and timetable: - The Trust suggests that they enter into a legal agreement with the town council which may be similar to the legal agreement reached between the Trust and District Council. The Trust will provide quarterly reports to inform the town council of progress of the project. It is envisaged that funding may be expended in 2019 Q3 to 2020 Q4. |
| Has a bid(s) for CIL funding been made to the District Council? | Bid made: Yes / No YES Decision made: Yes / No YES Details of decision: - Positive Details of bid: - The CIL bid was successful and the Trust are waiting for formal confirmation of the CIL funding of £ 600,000. |
| Would the scheme be fully funded if the Edenbridge CIL contribution is agreed: | Yes / No NO |
| Has this scheme benefited from CIL funding previously: | Yes / No YES If Yes; Please provide further justification as to why further CIL funding is required for this project. The Trust has been informed of a successful CIL funding application from Sevenoaks District Council. Although this award cannot be finally confirmed at this time. The award is likely to be £600,000 which is a relatively small value in comparison with the total cost of the Edenbridge Health and Wellbeing Centre. The Trust is |

| | |
|---|--|
| | specifically seeking additional CIL funding of £ 100,000 from the town council to contribute to the cost of the buildings, fit out and medical equipment. |
| <u>Deliverability</u> | |
| Does your organisation have the legal right to carry out the proposed scheme? | Yes / No YES If not, you must attach documentation showing that the statutory provider of this service supports this scheme. |
| Anticipated start date for delivery of the scheme: | 1 st October 2019 |
| Anticipated finish date for the delivery of the scheme: | 18 th January 2021 |
| Anticipated date when CIL funding will need to be made available: | 6 th April, 2020 |
| Does land need to be purchased to facilitate the scheme: | Yes / No YES Details: - The Trust are in the process of dealing with the procurement of the necessary land with the land owners. |
| Please provide a plan to let Edenbridge Town Council know when they can expect progress reports on the project. | Typically, these would be provided as quarterly update reports and would be provided in March, July, October and December each year until completion of the project. The Trust may provide reports at significant gateways to the project for information such as Planning submission stage. |
| Please provide details of the management and timescales of the project. | The Edenbridge Health and Wellbeing Centre Project will be managed by the Trust and the project manager is Anthony Wiffen. The timescales are subject to the design process, planning and construction. Typically on site between October 2019 and January 2021. |
| Has consultation | Carried out / Planned / No Consultation planned |

| | |
|---|---|
| been carried out on the scheme or is any planned? | <p>Details:- There is an attached consultation report which details the types of consultation undertaken and provides an analysis of the results.</p> <p>(Note: Results can be attached separately if necessary.)</p> |
| <u>Maintenance</u> | |
| Which organisation will be responsible for ongoing maintenance: | Kent Community Health NHS Foundation Trust will be responsible for undertaking ongoing maintenance of the new Edenbridge Health and Wellbeing Centre when the building has been handed over and is operational. |
| Are funding arrangements in place for maintenance: | <p>YES</p> <p>Details: -</p> <p>A budget of typically 5 to 10 % of the cost of specific building work will generally be allocated for the ongoing maintenance budget.</p> |
| Any further comments: | Where necessary there maybe additional funds provided to periodically deal with the renewal of areas and or specialist equipment. |
| <u>Privacy Policy</u> | |
| <p>The information collected, by Edenbridge Town Council, on this form and from supporting evidence, will be used to process your application.</p> <p>We may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties, or give information to them to check the accuracy of information, to prevent or detect crime, or to protect public funds in other way, as permitted by law. These third parties may include Government Departments and Local Authorities.</p> <p>Edenbridge Town Council is the Data Controller for the purpose of the General Data Protection Regulation 2018 (GDPR).</p> <p>You can find out more about how we use your data from the 'Privacy Notice' on our website http://www.edenbridgetowncouncil.gov.uk/policies/website-policy/ or from the Council Office.</p> <p>By signing this document you are confirming that you have read our privacy notice and agree for us to process your personal data.</p> | |
| | |

Edenbridge Town Council

Community Infrastructure Levy Spending Board

Bid for Funding Pro-forma

| | |
|---|--|
| Scheme name: | Open Spaces access and boundary installations |
| Description of Scheme: | Installation of increased boundary fencing/bollards/gates at three sites to improve defences against unauthorised vehicle access and encampments: Marsh Green, Stangrove Park, and Mowshurst |
| Is this scheme promoted by your organisation in partnership with another organisation (s)? | <p>Yes/No</p> <p>Who is involved in the Partnership. Organisation Name (s):</p> <p>Responsible individuals (s):</p> <p>Signature (s) on behalf of other supporting organisations (s):</p> <p>Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme from each organisation.</p> |
| Is planning permission required for the scheme? | <p>Yes / No</p> <p>If yes, has it been applied for?</p> <p>If no - please explain why?</p> |
| Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Govt Bodies): | <p>Consent required: N/A</p> <p>Date applied for / granted:</p> |

| | |
|---|---|
| | |
| <u>Need for the Scheme</u> | |
| Why is this scheme needed and how many people will benefit from the scheme: | In the past 3 years several open spaces in Edenbridge parish have experienced increasing instances of unauthorised vehicle access and encampment by travellers in the summer months. This has resulted in growing expense to the community to serve notice, and subsequently employ bailiffs for enforcement, and security for other sites, as well as the periodic loss of use of amenity space. Installing additional boundary defences involving bollards, fencing, and gates at these sites is intended to deter these incursions and therefore benefit the whole community by reducing the annual costs of taking action, and preventing restricted use of the amenity spaces for local residents which occurs during the period of unauthorised occupation. |
| Please provide any information you have to support the need: | <p>2018 3 incursions ETC land (plus one on other land owner)</p> <p>2017 5 incursions ETC land</p> <p>2016 3 incursions ETC land (plus two on other land owners)</p> |

| | |
|---|---|
| <u>Please provide an explanation of the ‘public benefit’ of the scheme proposed for residents in Edenbridge:</u> | |
| Economic | Installing additional boundary defences involving bollards, fencing, and gates at the sites is intended to deter these incursions and therefore benefit the whole community by reducing the annual costs of taking action to remove unauthorised encampments, and of repairing any damage caused. There can also be a cost for removal of rubbish from sites. |

| | |
|---|---|
| Social | Preventing unauthorised encampments will reduce the frustration within the resident community when their use of open space facilities is restricted by the presence of encampments, which are viewed as a threat and the source of anti-social behaviour. There is a growing risk of confrontation if the situation is not addressed. |
| Environmental | Unauthorised vehicles can cause damage to the ground surfaces, depending on weather conditions, and when travellers have been moved on, there is frequently unsightly rubbish, and human waste left at locations to be cleared. |
| <u>Funding</u> | |
| Total project cost: | £21,450 plus VAT |
| Funding required from CIL: | £21,450 plus VAT |
| Identify other funding sources for this project, what contribution they are making and why these can not be used to fund the scheme in its entirety | 1) |
| | 2) |
| | 3) |
| | 4) |

| | |
|---|---|
| | 5) |
| | 6) |
| <p>Is this bid for staged payments?</p> <p>Will staged payments be accepted?</p> | <p>Yes/No</p> <p>Yes/No</p> <p>Details of anticipated funding requirements and timetable:</p> |
| <p>Has a bid(s) for CIL funding been made to the District Council?</p> | <p>Bid made: Yes / No</p> <p>Details of bid:</p> <p>Decision made: Yes / No</p> <p>Details of decision:</p> |
| <p>Would the scheme be fully funded if the Edenbridge CIL contribution is agreed:</p> | <p>Yes / No</p> |
| <p>Has this scheme benefited from CIL funding previously:</p> | <p>Yes / No</p> <p>If Yes; Please provide further justification as to why further CIL funding is required for this project.</p> |
| <p><u>Deliverability</u></p> | |

| | |
|---|---|
| Does your organisation have the legal right to carry out the proposed scheme? | Yes / No If not, you must attach documentation showing that the statutory provider of this service supports this scheme. |
| Anticipated start date for delivery of the scheme: | July 2018 |
| Anticipated finish date for the delivery of the scheme: | October 2018 |
| Anticipated date when CIL funding will need to be made available: | As soon as possible |
| Does land need to be purchased to facilitate the scheme: | Yes / No Details: |
| Please provide a plan to let Edenbridge Town Council know when they can expect progress reports on the project. | Reporting to Open Spaces committee July and September 2018 |
| Please provide details of the management and timescales of the project. | Deputy Clerk liaising directly with contractors |
| Has consultation been carried out on the scheme or is any planned? | Carried out / Planned / No Consultation planned Details: Residents affected by past incursions of various sites have made their views clear in comments to the Town Council on the need to prevent further unauthorised access to open spaces. Residents of Marsh Green village in particular have met with councillors to discuss how that location could be protected. (Note: Results can be attached separately if necessary.) |
| <u>Maintenance</u> | |
| Which organisation | |

| | |
|--|---|
| will be responsible for ongoing maintenance: | Edenbridge Town Council |
| Are funding arrangements in place for maintenance: | Yes / No Details: ETC 10-year and 30-year Open spaces Maintenance Plans |
| Any further comments: | |

Privacy Policy

The information collected, by Edenbridge Town Council, on this form and from supporting evidence, will be used to process your application.

We may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties, or give information to them to check the accuracy of information, to prevent or detect crime, or to protect public funds in other way, as permitted by law. These third parties may include Government Departments and Local Authorities.

Edenbridge Town Council is the Data Controller for the purpose of the General Data Protection Regulation 2018 (GDPR).

You can find out more about how we use your data from the 'Privacy Notice' on our website <http://www.edenbridgetowncouncil.gov.uk/policies/website-policy/> or from the Council Office.

By signing this document you are confirming that you have read our privacy notice and agree for us to process your personal data.

Declaration

Edenbridge Town Council

Community Infrastructure Levy Spending Board

Bid for Funding Pro-forma

| | |
|---|---|
| Scheme name: | Edenbridge Public Toilets |
| Description of Scheme: | Major refurbishment of town centre toilets to provide modern attractive facilities, to comply with current standards, to improve hygiene with the addition of a hot water supply. |
| Is this scheme promoted by your organisation in partnership with another organisation (s)? | <p>Yes/No YES</p> <p>Who is involved in the Partnership.</p> <p>Organisation Name (s):</p> <p>Great Stone Bridge Trust</p> <p>Eden Valley Chamber of Commerce</p> <p>Responsible individuals (s):</p> <p>Michael Ross / Clive Pearman</p> <p>Terry Blake</p> <p>Signature (s) on behalf of other supporting organisations (s):</p> |

| | |
|---|--|
| | <p>Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme from each organisation.</p> <p>Great Stonebridge Trust Grant (0.7%) Chamber of Commerce Grant (0.7%)</p> |
| Is planning permission required for the scheme? | <p>Yes / No YES</p> <p>If yes, has it been applied for? YES</p> <p>If no - please explain why?</p> |
| Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Govt Bodies): | <p>Consent required: Conservation Area</p> <p>Date applied for / granted: 31st July 2018</p> |
| <u>Need for the Scheme</u> | |
| Why is this scheme needed and how many people will benefit from the scheme: | <p>This scheme is needed to provide public toilets which meet current standards for hygiene and accessibility and to improve the quality of provision in the town.</p> |
| Please provide any information you have to support the need: | |

Please provide an explanation of the 'public benefit' of the scheme proposed for residents in Edenbridge:

| | |
|---|--|
| Economic | <p>To encourage local residents and visitors to spend longer in the town centre with flexible opening hours.</p> <p>To facilitate the operation of a weekly market.</p> <p>To attract a wider range of visitors to the town, including those with disabilities.</p> <p>To reduce maintenance costs to the community.</p> |
| Social | <p>Improved convenience for the residents.</p> <p>More flexible opening hours will support improved evening economy and activities.</p> <p>Benefits the whole community.</p> <p>Reconfiguration of entrances improves accessibility, especially for elderly and disabled users.</p> |
| Environmental | <p>Improved standards of hygiene with significant reduction in water use.</p> <p>Improved visual amenity. Design reflects the historic nature of Edenbridge rural market town as a local shopping and tourist destination.</p> <p>Crime potential reduction by design and improved visibility of entrance.</p> |
| <u>Funding</u> | |
| Total project cost: | £70,000 ex VAT |
| Funding required from CIL: | £34,000 |
| Identify other funding sources for this project, what contribution they are making and why these can not be | <p>1) Edenbridge Town Council</p> <p>£35,000</p> |

| | |
|---|--|
| used to fund the scheme in its entirety | 2) Great Stone Bridge Trust £500 |
| | 3) Eden Valley Chamber of Commerce £500 |
| | 4) |
| | 5) |
| | 6) |
| Is this bid for staged payments? | Yes/No NO |
| Will staged payments be accepted? | Yes/No NO Details of anticipated funding requirements and timetable: Funding required 1st Quarter 2019 |
| Has a bid(s) for CIL funding been made to the District Council? | Bid made: Yes / No YES |

| | |
|--|--|
| | <p>Details of bid: Town Council project</p> <p>Decision made: Yes / No YES</p> <p>Details of decision:</p> <p>Town Council agreed funding of 50% of total project cost at the Full Council Meeting on 13th November 2017 Item 8.2</p> |
| Would the scheme be fully funded if the Edenbridge CIL contribution is agreed: | Yes / No YES |
| Has this scheme benefited from CIL funding previously: | <p>Yes / No NO</p> <p>If Yes; Please provide further justification as to why further CIL funding is required for this project.</p> |
| <u>Deliverability</u> | |
| Does your organisation have the legal right to carry out the proposed scheme? | <p>Yes / No YES</p> <p>If not, you must attach documentation showing that the statutory provider of this service supports this scheme.</p> |
| Anticipated start date for delivery of the scheme: | March 2019 |
| Anticipated finish date for the delivery of the scheme: | March 2019 |

| | |
|---|---|
| Anticipated date when CIL funding will need to be made available: | 1 st Quarter 2019 |
| Does land need to be purchased to facilitate the scheme: | Yes / No NO Details: |
| Please provide a plan to let Edenbridge Town Council know when they can expect progress reports on the project. | The proposed start and finish dates will be reported to the Council when finalised. |
| Please provide details of the management and timescales of the project. | The Building Manager will manage the project which is anticipated to take 3 weeks to complete after commencement. |
| Has consultation been carried out on the scheme or is any planned? | Carried out / Planned / No Consultation planned YES Details: Neighbourhood Plan policy to retain/enhance community facilities was supported during its consultation. (Note: Results can be attached separately if necessary.) |
| <u>Maintenance</u> | |
| Which organisation will be responsible for ongoing maintenance: | Edenbridge Town Council |

| | |
|--|--|
| Are funding arrangements in place for maintenance: | <div> <div>Yes / No</div> <div>YES</div> </div> <div> Details: The 10 year buildings maintenance plan includes provision for public toilet maintenance. </div> |
| Any further comments: | |

Privacy Policy

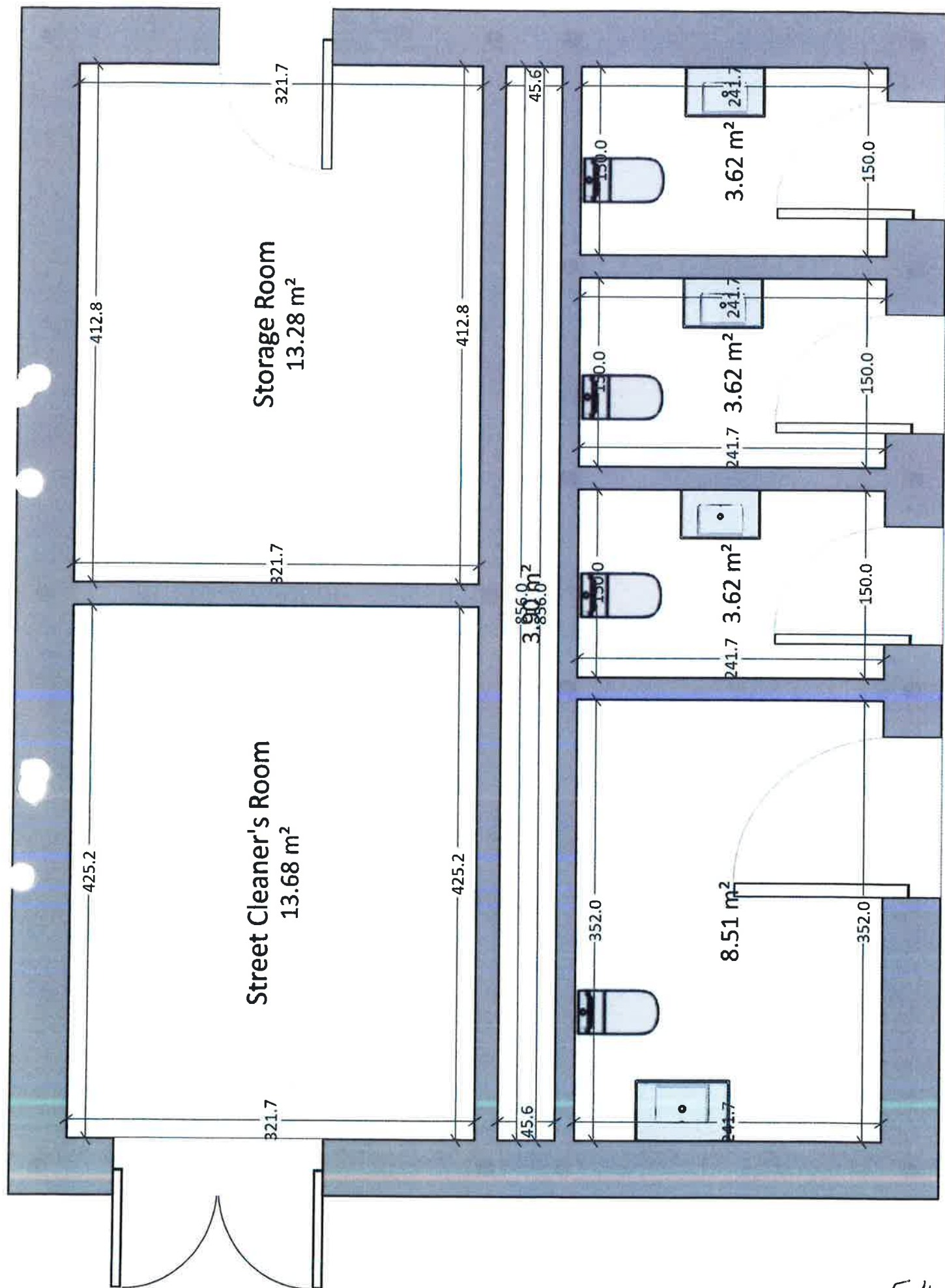
The information collected, by Edenbridge Town Council, on this form and from supporting evidence, will be used to process your application.

We may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties, or give information to them to check the accuracy of information, to prevent or detect crime, or to protect public funds in other way, as permitted by law. These third parties may include Government Departments and Local Authorities.

Edenbridge Town Council is the Data Controller for the purpose of the General Data Protection Regulation 2018 (GDPR).

You can find out more about how we use your data from the 'Privacy Notice' on our website <http://www.edenbridgetowncouncil.gov.uk/policies/website-policy/> or from the Council Office.

By signing this document you are confirming that you have read our privacy notice and agree for us to process your personal data.







Edenbridge Scout Group
Scout HQ
Station Rd
Edenbridge
Kent TN8 5BE

17 October 2018

Edenbridge Town Council
Doggetts Barn
72a High St
Edenbridge TN8 5AR

Dear Edenbridge Town Council,

We represent Edenbridge Scout Group and are starting the process of expanding our facilities to cope with the rapid growth we are seeing in numbers of young people joining the group.

In the last ten months we have seen a forty percent growth, opened new beaver and cub sections, with an additional scout section planned for next year, our facilities are now reaching capacity. We currently have forty young people on our waiting list, which is growing by the week.

With the planned population growth in the Edenbridge area the pressure on us to provide more spaces will only increase and we need to plan for this expansion. What would the council be able to offer in the assistance of helping us to expand and meet the needs of the young people of Edenbridge.

We are currently looking at two options to expand the group:

Option 1

Our preferred option would be to find a new site within the Edenbridge area, easily accessible, which would give us access to outside space and woods as well be able to offer a new Scout HQ to meet the needs of the group. (two halls with meeting rooms, storage facilities etc)

Option 2

Develop our current site in to two halls, meeting rooms and storage facilities etc. Plus a second site for outside activities.

We have started to approach local developers, one of which is Coopers Estates to see what they are willing to do for us. Plus look in to other avenues for support and funding for our expansion plans.

We would like to ask if Edenbridge Town council would be able to help us with funding and land.

- Would Edenbridge Town council provide funding or part funding towards new facilities?
- Would the Edenbridge Town council support planning applications?
- Do Edenbridge Town Council have any land which would be suitable for us which they could either gift or let use for a peppercorn rent?

As Scouts, we believe in preparing young people with skills for life. We currently have six sections, Beavers two sections, Cubs two sections, Scouts and Explorer Scouts and are planning on opening more sections the next year.

We encourage young people to do more, learn more and be more. Each week, we help over 140 young people aged 6-18 from the local community around the Edenbridge area, enjoy fun and adventure while developing the skills they need to succeed, now and in the future.

We teach teamwork, leadership and resilience – skills that have helped Scouts become everything from teachers and social workers to astronauts and Olympians. We help young people develop and improve key life skills.

We believe in bringing people together. We celebrate diversity and stand against intolerance, always. We're part of a worldwide movement, creating stronger communities and inspiring positive futures.

Young people in the Scouts take part in an exciting programme of activities from kayaking to coding. They develop character skills like resilience, initiative and tenacity; employability skills such as leadership, teamwork and problem solving; and practical skills like cooking and first aid.

We look forward to hearing from the council on their response to this letter, if there is anything else that we can assist you with please do not hesitate to contact us.



Best regards,
Paul Tibbert Group Chairman
Chris Barrow Group Scout Leader

CIL Chart

| Date | Amount received | Spent | Amount | Request to SDC for Funding |
|-------------------------------|-------------------|----------------------------------|-------------------|----------------------------|
| 17/10/2016 | 41,746.88 | Securing Marsh Green (August 18) | 4,724.66 | |
| 19/05/2017 | 36.00 | Securing various sites | 16,092.00 | |
| 27/10/2017 | 11,391.87 | | | |
| 27/04/2018 | 6,753.13 | | | |
| 26/10/2018 | 383,954.89 | | | |
| | 443,882.77 | | 20,816.66 | |
| Earmarked Projects | | | | |
| Public Toilets | | | 40,000.00 | 40,000.00 |
| All Weather Pitch | | | 10,000.00 | |
| | | | 50,000.00 | |
| Estimates /Aspirations | | | | |
| Reopening car park entrance | | | 12,500.00 | |
| Wayfinder Scheme | | | 17,500.00 | |
| Gateway signs | | | 15,000.00 | |
| Leisure centre | | | 50,000.00 | |
| All weather Pitch (extra) | | | 10,000.00 | |
| Health services | | | 100,000.00 | |
| Tourist Improvement (Website) | | | 25,000.00 | |
| War memorial | | | 10,000.00 | |
| Spittals Cross Playground | | | 46,000.00 | 40,000 |
| ESTIMATES | | | 286,000.00 | |
| 31/10/2019 | 278,304.66 | | | |
| | 722,187.43 | | 356,816.66 | 40,000.00 |
| Finance/CIL/Cil chart 01/19 | | | | |