



Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



To: Cllrs Angela Baker, James Barnett, Alan Layland, Nick Lloyd, Margot McArthur, Stuart McGregor, John Scholey, Peter Smith
To attend: Town Clerk and Responsible Finance Office.

A meeting Edenbridge Community Infrastructure Levy Board will take place at approx. 7.30 pm on Monday 1 July 2019 following the Extra Ordinary Council meeting at Rickards Hall

Town Clerk
26/06/2019

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 APPOINT A CHAIRMAN FOR THE COMMUNITY INFRASTRUCTURE LEVY BOARD**
(Standing Orders 4.d)
2. **TO APPOINT A VICE-CHAIRMAN FOR THE COMMUNITY INFRASTRUCTURE LEVY BOARD**
3. **TO RECEIVE APOLOGIES FOR ABSENCE**
4. **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
5. **TO RECEIVE, THE REPORT OF THE CIL BOARD MEETING HELD ON 28 JANUARY 2019**
6. **TO CONSIDER APPLICATIONS FOR FUNDING FROM EDENBRIDGE TOWN COUNCIL'S CIL FUND UNDER THE APPROVED PROCEDURES AND SPEAKING PROTOCOL AND THE KEY CONSIDERATIONS TAKING INTO ACCOUNT THE FUNDING GUIDELINES:**
 - 6.1 **Kent Community NHS Foundations/Edenbridge Medical Practice/NHS West Kent Clinical Commissioning Group –To establish Edenbridge Health and Wellbeing Centre. Total project estimated costs 12.884million. Requesting an additional £75,000. This is an additional application to the already agreed award of £100k (Resolution February 2019, 8.1)**
 - 6.2 **Edenbridge Town Council – Blossoms Park Boundary and access installation to improve defences against unauthorized vehicle access and encampments. Request for total project cost £4,969**
 - 6.3 **Edenbridge Town Council – Spitals Cross playground equipment, major refurbishment of the existing playground facilities to provide modern facilities for children with two distant sections to serve 0-5 years and 6-13 years; total project cost £80k. Request for £35,000**
This is a proposed partnership project WKH (£5k approved) and Sevenoaks CIL (application to be made)

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- 6.4 Eden Valley Community and Business Support Centre – to create a Community and Business Support Centre at Vincent House; project development estimated costs £200k. Request for CIL funding - £25,000

7. NOTIFICATION OF FUTURE APPLICATION

- 7.1 Edenbridge Cricket Club – support towards new training nets

8. APPLICATIONS TO SDC CIL BOARD

- 8.1 Edenbridge Town Council – Spitals Cross playground equipment, major refurbishment of the existing playground facilities to provide modern facilities for children with two distant section to serve 0-5 years and 6-13 years. Approval to submit an application for the shortfall of £40,000

This is a proposed partnership project WKH (£5k approved) and ETC

9. TO RECEIVE THE INCOME AND EXPENDITURE REPORT, AND FUTURE ASPIRATIONS SUMMARY REPORT

10. TO REVIEW THE ONGOING PROJECT MONITORING REPORT

11. CIL FUND/ANNUAL RETURN – attached for noting

12. DATE OF THE NEXT MEETING – tbc



Edenbridge Community Infrastructure Board 28 January 2019

Present: Cllrs Mrs J Davison, A Layland, M McArthur (Chairman for this meeting), S McGregor and Town Clerk

Cllrs J Barnett, Clive Pearman, Zoe Roberts Smith were also present along with Chris Martin, Chairman Edenbridge Cricket Club and Anthony Wiffen, Project Manager Edenbridge Health and Wellbeing Centre for Kent Community Health NHS Foundation Trust.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr J Scholey and the Responsible Finance Officer

2. DECLARATIONS OF INTERESTS OR PREDETERMINATION

A dispensation has been granted to all members to enable them to discuss matters relating to Land and Buildings the Council owns or has interest in.

3. TO RECEIVE, THE REPORT OF THE CIL BOARD MEETING HELD ON 16 OCTOBER 2018

Agreed: That the notes of the Community Infrastructure Board meeting held on 16 October 2018 be approved and signed as a true record of the meeting.

4. TO APPROVE THE PROCEDURES AND SPEAKING PROTOCOL AND THE KEY CONSIDERATIONS

Agreed: to adopt as presented for use at this and future meetings.

5. TO CONSIDER APPLICATIONS FOR FUNDING FROM EDENBRIDGE TOWN COUNCIL'S CIL FUND

The Clerk presented a report which advised that Community Infrastructure Levy (CIL) contributions had been received from the District Council from qualifying developments. Currently all Parish and Town Councils in the District receive 25% of CIL contributions collected calculated against the top CIL charging rate, resulting in discretionary 'top up' payments made by the District Council.

The Levy can be spent on a range of infrastructure needed to support the development of Edenbridge but should not be used to remedy pre-existing deficiencies, unless they will be made more severe by new development.

5.1 Edenbridge Cricket Club – Max Cox Community Pavilion

The application was for £10,059 to provide the final payment for the major scheme to demolish the 1960's pavilion and toilet block and replace with a new modern community pavilion that will incorporate facilities for the disabled, and better provision for female cricketers in the form of additional private changing and shower rooms.

The proposal demonstrated strong economic, social and environmental benefits to the community and partnership working with other organisations. Planning permission had been granted and there was considered to be sufficient certainty that the scheme would be delivered. It meets the requirement to extend the offer currently available which would be inadequate to accommodate demand from new residents.

The Board was addressed by the following speakers:

Company/person/body responsible for the bid - Chris Martin, Chairman Cricket Club

For the bid -

Against the bid -

ETC Representative -

Members asked questions of the speaker. The speaker explained that this contribution would mean that the scheme was fully funded with the Club having obtained grants of £251,600 and having raised £148,269 themselves.

Members had no questions for the Officer present.

5.2 Edenbridge Health and Wellbeing Centre – new facility

The application was for £100,000 to provide funding towards the cost of the windows and external doors (quoted as £201,590 by the Quantity Surveyor) for the Health and Wellbeing Centre proposed by the Kent Community NHS Trust, Edenbridge Medical Practice and NHS West Kent Clinical Commissioning Group. The cost of the entire project is £16 Million.

The centre is to replace the Edenbridge War Memorial Hospital and the Edenbridge Doctors Surgery creating a purpose designed and built Health and Wellbeing centre to serve the local community in Edenbridge.

The proposal demonstrated strong economic, social and environmental benefits to the community and partnership working with other organisations. Planning permission is expected to be submitted shortly. Some funding has been obtained from SDC CIL Spending Board with agreement 'in principle' from the CCG and NHS Health Trust. Significant consultations have taken place and a site has been identified in the Draft Local Plan. The CCG Board meeting 1 July 2018 supported the scheme.

The Board was addressed by the following speakers:

Company/person/body responsible for the bid - Tony Wiffen, Project manager Edenbridge Health and Wellbeing Centre

For the bid -

Against the bid -

ETC Representative –

Members asked questions of the speaker. He explained that although nobody could be 100% certain that the funding would be forthcoming, and that there were a number of Planning and Environmental issues to address, the organisations involved had a duty to provide services and he was confident that they would do so.

Members had no questions for the Officer present.

5.3 Edenbridge Open Spaces and Boundary installations - to deter travellers

The application was for £21,450 to provide infrastructure to provide boundary fencing, bollards and gates to the community parks and open spaces at Stangrove Park, Blossoms Park and Marsh Green.

On eleven occasions in the last three years residents' access has been limited due to unlawful encampments and these new infrastructure measures will improve defences to ensure the availability of recreation areas for existing and new residents. The proposal demonstrated strong economic,

social and environmental benefits to the community. Planning permission was not required and if successful this bid would fund the entire project.

The Board was addressed by the following speakers:

Company/person/body responsible for the bid - Cllr T Bryant

For the bid -

Against the bid -

ETC Representative – Cllr T Bryant

Members asked no questions of the speaker.

Members had no questions for the Officer present.

5.4 Edenbridge Public Toilets – major refurbishment

The application initially sought £34,000.00 to complete the fund for a major refurbishment of the public toilets in the Market Yard Car Park. The project had been delayed with the introduction of a two stage process for the District Council CIL Board and the contractors had advised that the costs had risen. The application was amended to reflect this and the amount requested increased to £36,000

The toilets would be available for use by businesses, residents and visitors. The refurbishment would modernise the existing facilities, improve hygiene standards to increase usage as well as providing a hot water supply to the facility. Planning permission had been granted and the project is ready to go. Funding has been approved by the District Council. The proposal demonstrated strong economic, social and environmental benefits to the community.

Company/person/body responsible for the bid - Cllr A Layland

For the bid -

Against the bid -

ETC Representative – Cllr A Layland

Members asked no questions of the speaker.

Members had no questions for the Officer present.

Members debated the applications and

Agreed: to recommend to Council that **Edenbridge Cricket Club – Max Cox Community Pavilion** application for **£10,059** be approved on the grounds

- Strong economic, social and environmental benefits to the community
- The scheme addresses an infrastructure need
- Funding from other sources has been achieved
- The scheme is deliverable within 3 years
- Sufficient maintenance arrangements are in place

Monitoring - The scheme to be monitored and payment made on the provision of a copy of the final invoice approved by the Quantity Surveyor and by a visual check being carried out.

Agreed: to recommend to Council that **Edenbridge Health and Wellbeing Centre – new facility** application for **£100,000** be approved on the grounds

- Strong economic, social and environmental benefits to the community
- The scheme addresses an infrastructure need
- Some funding from other sources has been achieved
- The CCG and Trust have a responsibility to ensure sufficient future maintenance arrangements will be place.

Monitoring - The scheme to be monitored and payment made on the provision of a copy of the invoice approved by the Quantity Surveyor containing the installation of exterior windows and doors and by a visual check being carried out. This offer to be time limited to four years (January 2023), after this funding offer would be withdrawn for failure to ensure the effective management of CIL funds. Subsequent applications would be assessed on their merits and considered at the time against any other requests.

Agreed: to recommend to Council that the application for **Edenbridge Open Spaces and Boundary installations - to deter travellers** application for **£21,450** be approved on the grounds

- Strong economic, social and environmental benefits to the community
- The scheme addresses an infrastructure need
- The scheme is deliverable within 3 years
- Edenbridge Town Council will be responsible for the future maintenance.

Monitoring - the scheme to be monitored and payment made on the provision of a copy of the paid invoices approved by Edenbridge Town Council and by a visual check being carried out.

Agreed: to recommend to Council that the application for **Public Toilets – major refurbishment** for **£36,000** be approved on the grounds

- Strong economic, social and environmental benefits to the community
- The scheme addresses an infrastructure need
- The scheme is deliverable within 3 years
- Edenbridge Town Council will be responsible for the future maintenance.

Monitoring - the scheme to be monitored and payment made on the provision of a copy of the paid invoices approved by Edenbridge Town Council and by a visual check being carried out.

6. NOTIFICATION OF FUTURE APPLICATION

6.1 Edenbridge Scouts- new facilities

Members considered the correspondence from Edenbridge Scouts. Whilst this Council does not have land which it could offer, a site has been identified in the Local Plan. The Board would welcome an

application when the project is ready to submit one. The Board is planned to meet twice a year with the next meeting on 1 July 2019

7. APPLICATIONS TO SDC CIL BOARD

7.1 Edenbridge Public Toilets - major refurbishment - £35,000

The application has been approved and confirmation expected to arrive shortly.

8. ONGOING PROJECT MONITORING - none

9. CIL FUND/ANNUAL RETURN – submitted in April

In view of the confidential nature of the following items to be discussed, the chairman moved that the press and public be excluded from the Chamber. Public Bodies (admission to meetings) Act 1960.

10. Confidential Item

Edenbridge Leisure Centre

Members welcomed the information provided and look forward to receiving a formal bid in the near future. They anticipate looking favourably at it, providing that a sound future maintenance plan accompanies it.

The meeting closed at 9.35pm

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 defenses, 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.

Funding has been received April 2019 £2,168.75 from the development 22 Skeynes Road.
Expected in October 2019 £193,297.33.

Details of the CIL funding is available on the Sevenoaks District Council Website (https://www.sevenoaks.gov.uk/info/20075/community_infrastrucure_levy/285/what_is_cil_and_w_hen_does_it_apply - click on the interactive tool)

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> <p>Natalie Davies - Project Director KCHFT Adam Wickings - Project Director CCG Mark Sage - Practice lead Edenbridge GPs Joanna Brown - Practice lead Edenbridge GPs Anthony Wiffen - Project Manager KCHFT</p> <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>

	<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 17 June 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 will be plans to harness energy from the sun with photovoltaic cells.
Funding	
Total project cost:	£ 12.884 million
Funding required from CIL:	£ 75,000
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	<ol style="list-style-type: none"> 1) The Strategic Transformation Planning organisation have formally declined to contribute to fund the new Centre. 2) The ETTF were recently approached and turned down a funding bid for £ 4.85 m. 3) The NHS West Kent Clinical Commissioning Group - (CCG) have agreed in principle to fund 50% of the value of the set up cost of the project but these monies may not be either fully available or available within the necessary time frame to complete the project. 4) 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. 5) 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. 6) The Trust may wish to consider a funding partner in the future.
Is this bid for staged payments?	

<p>Will staged payments be accepted?</p>	<p>Yes/No NO</p> <p>Yes/No YES</p> <p>Details of anticipated funding requirements and timetable: -</p> <p>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.</p>
<p>Has a bid(s) for CIL funding been made to the District Council?</p>	<p>Bid made: Yes / No YES</p> <p>Decision made: Yes / No YES</p> <p>Details of decision: - Positive</p> <p>Details of bid: -</p> <p>The CIL bid was successful and the Trust are waiting for formal confirmation of the CIL funding of £ 600,000.</p>
<p>Would the scheme be fully funded if the Edenbridge CIL contribution is agreed:</p>	<p>Yes / No NO</p>
<p>Has this scheme benefited from CIL funding previously:</p>	<p>Yes / No YES</p> <p>If Yes; Please provide further justification as to why further CIL funding is required for this project.</p> <p>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 seeking additional CIL funding from the town council to contribute to the cost of the buildings, fit out and medical equipment.</p>
<p><u>Deliverability</u></p>	

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:	1 November 2019
Anticipated finish date for the delivery of the scheme:	March 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:	<p>Yes / No YES</p> <p>Details: -</p> <p>The Trust are in the process of dealing with the procurement of the necessary land with the land owners. There has been a delay in the land purchase.</p>
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 November 2019 and March 2021.
Has consultation been carried out on the scheme or is any planned?	<p>Carried out / Planned / No Consultation planned</p> <p>Details:- There is an attached consultation report which details the types of consultation undertaken and provides an analysis of the results.</p>

	(Note: Results can be attached separately if necessary.)
<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>	
<p><i>Tony Wiffen</i></p> <p><u>Declaration</u></p>	

I am authorised to submit this bid for funding on behalf of the organisation that I represent. At the time of writing, the information contained in this submission (including appendices) is correct and true to the best of my knowledge. If CIL funding is committed and circumstances change prior to the completion of the scheme, the organisation that I represent will notify Edenbridge Town Council. The Council will reserve the right to reconsider the allocation of funding. If CIL funding is committed to the above project then the organisation that I represent commits to providing Edenbridge Town Council with sufficient information to enable it to undertake its reporting requirements under the CIL Regulations 2010 (as amended), or any subsequent relevant regulations.

Signature	<i>Tony Wiffen</i>
Name	Anthony Wiffen
Position	Project Manager
Organisation	Kent Community Health NHS Foundation Trust
Name, role and contact details of the person that will be attending ETC's CIL Spending Board to support this bid:	Anthony Wiffen Project Manager – Edenbridge Health and wellbeing Centre

To be completed by Edenbridge Town Council

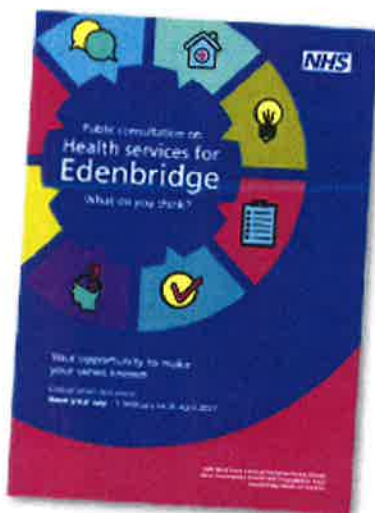
Award Given

£

Date.....

Special conditions if any

Go-ahead for combined hospital and GP surgery in Edenbridge



A new combined hospital and GP surgery in Edenbridge has moved a step closer after NHS West Kent Clinical Commissioning Group (CCG) decided to progress its preferred option, having received overwhelming support from the public.

At its meeting on 25 July, the CCG's Governing Body heard that:

- 94 per cent (1,089) of the 1,159 people (1,089) responding to a survey carried out as part of a three-month public consultation backed a combined hospital/surgery
- 79 per cent (915) supported the preferred option – for services to be provided in a new building, on a new site, with additional day services (such as intravenous drips) and no inpatient beds.

[Read the report on the consultation](#)

All responses were collated and analysed by the University of Kent.

The key findings of the consultation were:

- 94 per cent agreed there should be a combined hospital/surgery
- 79 per cent supported the preferred option of a new building on a new site, with increased day care and no inpatient beds
- 8 per cent wanted inpatient beds
- 84 per cent supported building on a new site
- The top statement people thought was most important to consider when planning future care for the area was reducing travel (68 per cent), followed by designing healthcare to meet changing needs (60 per cent)
- Bottom priority was protecting the environment by re-using existing space (9 per cent)
- The top additional services people would like to see in Edenbridge were preventative health checks (39 per cent) and maternity services, antenatal care and post-natal parenting support (37 per cent).

Contact us

NHS West Kent CCG
Wharf House Medway Wharf Road Tonbridge Kent TN9 1RE
Telephone: 01732 375200
Email: westkent.ccg@nhs.net

Join the Health Network

Email:

[Send](#)

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<u>Need for the Scheme</u>	
Why is this scheme needed and how many people will benefit from the scheme:	<p>In the past 4 years several open spaces in Edenbridge parish experienced increasing instances of unauthorised vehicle access and encampment by travellers in the summer months. This resulted in growing expense to the community to serve notice, and subsequently employ bailiffs for enforcement, and security for other sites, as well as periodic loss of use of amenity space.</p> <p>Additional boundary and access defences were installed at three other sites in 2018 to deter incursions - to benefit the whole community by reducing the annual costs of taking action, and by preventing restricted use of the amenity spaces which occurs during the period of occupation.</p> <p>There has subsequently been incursion on the car park adjacent to the Leisure Centre (at which the District Council in April installed a height restriction barrier at the site access) also at the overflow car park on Four Elms Road serving the Eden Centre, and on land at Fircroft Way.</p> <p>The Town Council has experienced one incursion this year, in April at Blossoms Park, the remaining location at which it wishes to install additional defences. Council has supported the Cricket Club in the just-completed project to build new pavilion facilities, and does not wish to have a repeat of the pitch being damaged by unauthorised vehicles accessing the park.</p> <p>All members of the community who enjoy the park for sport, including use of the skate ramp facilities as well as cricket, and for casual recreation, will benefit from the scheme.</p>
Please provide any information you have to support the need:	<p>2019 1 incursion ETC (plus two on other land owner)</p> <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	<p>Installing additional boundary defences at Blossoms Park is intended to deter 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 left on site, and inability to use the ground during the cricket season would have an impact on the Cricket Club.</p>

Social	Preventing unauthorised encampments will reduce the frustration within the resident community when their use of open space facilities is restricted. The presence of encampment is viewed as a threat and the source of anti-social behaviour, and there is a risk of confrontation if the situation is not addressed.
Environmental	Unauthorised vehicles can cause damage to the ground surfaces, depending on weather conditions, particularly sensitive when a carefully maintained cricket playing surface is involved. Also, 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:	£ 4,969 plus VAT
Funding required from CIL:	£ 4,969 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)
Is this bid for staged payments?	Yes /No
Will staged payments be accepted?	Yes /No Details of anticipated funding requirements and timetable:
Has a bid(s) for CIL funding been made to the District Council?	Bid made: Yes -/ No Details of bid: Decision made: Yes / No Details of decision:
Would the scheme be fully funded if the Edenbridge CIL contribution is agreed:	Yes / No
Has this scheme benefited from CIL funding previously:	Yes / No If Yes; Please provide further justification as to why further CIL funding is required for this project.
<u>Deliverability</u>	
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 2019
Anticipated finish date for the delivery of the scheme:	August 2019

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 2019
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 incursion of various sites, and by the incident at Blossoms Park in April, have made their views clear in comments to the Town Council on the need to prevent further unauthorised access to open spaces. Representatives of the Cricket Club met with the Town Clerk in April to discuss their concerns at the time of that incident. (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:	

Private and confidential

The Town Clerk – Christine
Edenbridge Town Council
Doggetts Barn
72a High Street
Edenbridge
Kent
TN8 5AR

Unit/Department Name

Anthony Wiffen
Project Manager
Edenbridge Health and Wellbeing Centre
D The Oast
Hermitage Court
Maidstone
ME16 9NT
07955065907
Phone: 01234 567890
Email: service@nhs.net

Monday, 17 June 2019

Reference: - CIL 19 - 06- 2019

Edenbridge Town Council - CIL Funding Bid – Edenbridge Health and Wellbeing Centre

Dear Christine,

Thank you for the Town Council's invitation to apply for a CIL funding grant. I have pleasure in attaching the Town Council's pro-forma application for the Trust to receive Community Infrastructure Levy funding support for this important project.

The Trust have been extremely busy getting the full Planning submission to Sevenoaks District Council on 31st May 2019 although the application has not been registered by Sevenoaks District Council as yet. The external designs provide accents of Kentish design, whilst the internal designs are being refined at present. There has been an emphasis on the maintenance of the green belt, ensuring that the Landscape design provides a green buffer zone between neighbours and the site. The Trust are pleased with the resulting designs which will be available on the planning website once the application has been validated by Sevenoaks District Council.

The Trust are hopeful that the delay associated with the full planning application and land purchase can be mitigated and the project delivered in accordance with the overall programme.

Yours sincerely

Tony Wiffen

Chairman John Goulston Chief Executive Paul Bentley

Trust HQ The Oast, Unit D, Hermitage Court, Hermitage Lane, Barming, near Maidstone, Kent ME16 9NT

Edenbridge Town Council

Community Infrastructure Levy Spending Board

Bid for Funding Pro-forma

Scheme name:	Refurbishment of the Spitals Cross Playground
Description of Scheme:	Major refurbishment of the existing Playground to provide modern facilities for children with two distinct sections, to serve 0 - 5 years and 6 - 13 years.
Is this scheme promoted by your organisation in partnership with another organisation (s)?	<p>Yes</p> <p>Who is involved in the Partnership. Organisation Name (s):</p> <p>Edenbridge Town Council West Kent Housing Association</p> <p>Responsible individuals (s): Cllr Bob Todd (ETC)</p> <p>Kevin O'Reilly (WKH)</p> <p>Signature (s) on behalf of other supporting organisations (s):</p> <p style="text-align: center;">pp Heather Brightwell</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>Agreement in place - WKHA contribution of 6.25% : 24.6.19 £5,000</p>
Is planning permission required for the scheme?	<p>No</p> <p>If yes, has it been applied for?</p> <p>If no - please explain why? This is a refurbishment of an existing long-established playground, not a new facility</p>

Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Govt Bodies):	<p>Consent required:</p> <p>Date applied for / granted:</p>
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Need for the Scheme

Why is this scheme needed and how many people will benefit from the scheme:	<p>The current Playground was built in 1997 and is inspected on an annual basis, the last inspection on the 24th July 2018 concluded that the equipment is dated and decaying and should be planned for upgrading in the near future. Previous annual inspections have also highlighted the need to plan for improvement, dating back at least seven years.</p> <p>There are approximately 400 properties on Spitals Cross Estate of which West Kent Housing Association owns 178. The remaining properties are privately owned and there are a handful owned by other social landlords. We estimate that there are about 1,000 people living on the Estate with a large number of families with children within the age group of this proposed Scheme.</p>
Please provide any information you have to support the need:	<p>Comments from public consultation have included:</p> <p>“It’s a well used facility - needs some TLC”</p> <p>“Any improvement to make it better and safe is just fine”</p> <p>“Can’t wait!”</p>

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

Economic	The new playground equipment may help encourage local families to remain in Edenbridge at times, and use the facilities in the town before/after visiting their local playground
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Social	<p>Benefits of outdoor play for the health and development of children are well documented, as is the benefit of mixing with other children; likewise the cementing of neighbourhood connections, and a sense of belonging, can be enhanced through parents/carers as well as children meeting others from the locality. This in turn could lead to participation in community events.</p> <p>Visiting a playground can combat loneliness or isolation if parents/carers are new to an area, or newly not working, for example, and there is the opportunity to develop friendship/support networks through shared interest in play.</p>
Environmental	<p>Benefits can come from encouraging people to walk to their local play area, rather than add to emissions by driving elsewhere; also improving people's identification with neighbourhood can foster their commitment to caring for the local environment – which may be demonstrated in a variety of ways from reducing litter and fly-tipping, to community participation in various enhancement projects.</p>
<u>Funding</u>	
Total project cost:	£80,000
Funding required from CIL:	£40,000
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) £35,500 -ETC
	2) £5,000 - WKH
	3)

	4)
	5)
	6)
<p>Is this bid for staged payments?</p> <p>Will staged payments be accepted?</p>	<p>No</p> <p>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 - will be made in due course</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 /</p>
<p>Has this scheme benefited from CIL</p>	<p>No</p> <p>If Yes; Please provide further justification as to why further CIL funding is required for this project.</p>


funding previously:	
<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:	Mid September 2019
Anticipated finish date for the delivery of the scheme:	End of November 2019
Anticipated date when CIL funding will need to be made available:	Early in 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.	Once the project is under way - progress report to ETC on a monthly basis
Please provide details of the management and timescales of the project.	<p>Time scale for project is five months from commissioning to completion of build:</p> <p>Deputy Clerk will oversee the project for Town Council Open Spaces committee, liaising with the contractor who will manage the works progressing on site.</p>

Has consultation been carried out on the scheme or is any planned?	<p>Carried out / Planned / No consultation Details:</p> <p>Community Engagement took place in April/May/June 2015, this was in the form of a questionnaire which resulted in a Consultation Outcome Report in July 2015. Report attached: As a result of this Consultation a Specification was drawn up for Equipment by ETC but was not put out to Tender as SDC indicated then that the land might be suitable for redevelopment. ETC has been advised this is not currently the case.</p> <p>A further Community consultation took place in January 2019 in the form of a questionnaire to all 400 households on the Spitals Cross estate. Responses indicated support for the project to proceed, and for the range of equipment being proposed (94%).</p> <p>(Note: Results can be attached separately if necessary.)</p>
<u>Maintenance</u>	
Which organisation will be responsible for ongoing maintenance:	Edenbridge Town Council
Are funding arrangements in place for maintenance:	<p>Yes /</p> <p>Details: Within Open Spaces 10 year Maintenance Plan budget</p>
Any further comments:	
<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>	

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

Declaration

I am authorised to submit this bid for funding on behalf of the organisation that I represent. At the time of writing, the information contained in this submission (including appendices) is correct and true to the best of my knowledge. If CIL funding is committed and circumstances change prior to the completion of the scheme, the organisation that I represent will notify Edenbridge Town Council. The Council will reserve the right to reconsider the allocation of funding. If CIL funding is committed to the above project then the organisation that I represent commits to providing Edenbridge Town Council with sufficient information to enable it to undertake its reporting requirements under the CIL Regulations 2010 (as amended), or any subsequent relevant regulations.

Signature	
Name	Bob Todd
Position	Councillor, Chairman of Open Spaces committee
Organisation	Edenbridge Town Councillor
Name, role and contact details of the person that will be attending ETC's CIL Spending Board to support this bid:	As above

To be completed by Edenbridge Town Council

Award Given

£

Date.....

Special conditions if any

Spitals Cross Consultation Outcome Report – July 2015

The results in this paper are from the completed consultation and provide an insight into what the local people would want the final outcomes to be and some recommendations for the Spitals Cross play area.

Consultation Methodology:

- A community engagement exercise was planned for April/May/June 2015.
 - A key element to this plan was a questionnaire which was circulated to the community through;
1. West Kent Extra's Resident involvement team conducting face to face surveys with local residents.
 2. Questionnaires were forwarded to Edenbridge Primary School to be handed to the children/parents to fill out. The questionnaire asked the children what kind of provision they wanted and the type of activities they wanted to experience giving the play space a much better community input
 3. Surveys were completed at local community fun days throughout the April & May half terms.
 4. Edenbridge youth forum and young mums group were handed questionnaires and have been supported in giving their views
 5. Copies of the questionnaire have been handed out to the local library, other youth providers in the area & café.

Results/Outcomes

The questionnaire was split into three sections to enable us to gain views of the playground as it is now, what they would like to see in the future and a view from the grown ups on their own.

The response rate was good but as of yet we still have not had permission to go into the school to gain some feedback there. They have however sent the questionnaire out to parents to complete at home and some have come back via this method.

Analysing the results the key statistics are:

- The resident's choice of importance for the new play area were:
 - Equipment in the park with 43% of the votes**
 - Type of play surface 32%**
 - Location of play area 13%**
 - Layout of play area 12%.**

Timing and Next Steps

1. A plan to gain funding to be developed with support from West Kent Extra's Fundraising coordinator.
2. To develop the layout of the new park in order to get some firm quotes on how much completion would cost.

Edenbridge Town Council

Community Infrastructure Levy Spending Board

Bid for Funding Pro-forma

Scheme name:	Eden Valley Community & Business Support Centre
Description of Scheme:	Please see attached project summary
Is this scheme promoted by your organisation in partnership with another organisation (s)?	<p>Yes. We are seeking partnerships with the organisations below but funding applications will not be available until later this year.</p> <p>Who is involved in the Partnership. Organisation Name (s): Eden Valley Chamber of Commerce, Edenbridge Town Council, Great Stonebridge Trust</p> <p>Responsible individuals (s): Peter Kingham, Terry Blake, Julian Baumgarten, Emma Weston</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>Not that we are aware of but change of use may apply</p> <p>If yes, has it been applied for?</p> <p>If no - please explain why? Being dealt with</p>
Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings).	<p>Consent required:</p> <p>See above</p>

<u>Need for the Scheme</u>	
Why is this scheme needed and how many people will benefit from the scheme:	Edenbridge is a busy and growing rural town which is already home to some Internationally renowned businesses Airborn International, Alexir International and Kewell Converters to name just three. The chamber of commerce is committed and active in trying to provide continuing professional development and in encouraging new business to the town. We have many active groups whose efforts to promote the town and make it a happy and prosperous place to live have been highly successful (Edenbridge Bonfire & ECCA). What has been lacking is a coordinated hub which can draw all of these things together particularly from the point of view of the businesses. This project will give the chamber of commerce in particular a headquarters from which to strengthen its ability to help the economic development of the area which is the mainspring from which most of the other events are able to thrive
Please provide any information you have to support the need:	

<u>Please provide an explanation of the 'public benefit' of the scheme proposed for residents in Edenbridge:</u>	
Economic	Please refer to the project summary document attached.
Social	Please refer to the project summary document attached
Environmental	Please refer to the project summary document attached

<u>Funding</u>	
Total project cost:	£200,000
Funding required from CIL:	£25,000
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) We are in the process of putting together a crowd funding application but this is unlikely to raise the entire sum
	2) We have applied for Lottery Funding but haven't received an answer yet. It is possible but unlikely that they would award the entire sum. They prefer to see other contributions from local sources/communities in addition to any funding they are likely to award
	3) We have been holding fundraising event including the annual Edenbridge Motor Show, Casino Nights and other events
	4) We are approaching all possible sources of funding we have identified for this project, private and government
	5)
	6)
Is this bid for staged payments?	No
Will staged payments be accepted?	No

	Details of anticipated funding requirements and timetable:
Has a bid(s) for CIL funding been made to the District Council?	<p>Bid made: Yes this is also in hand</p> <p>Details of bid: Request for a similar level of funding</p> <p>Decision made: No</p>
Would the scheme be fully funded if the Edenbridge CIL contribution is agreed:	No
Has this scheme benefited from CIL funding previously:	No
<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:	It is dependent on receiving an initial funding of up to £25k to begin the process
Anticipated finish date for the delivery of the scheme:	Again, depending on funding levels but the project duration would be 6 months
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:	No
Please provide a plan to let Edenbridge Town Council know when they can expect progress reports on the project.	The project team will undertake to provide weekly progress reports for the weekly town council meetings.

Please provide details of the management and timescales of the project.	The project will be under the direct management of Mr Terry Blake (MCIOB Retired) a highly experienced chartered surveyor (member of EVCC). Mr Julian Baumgarten - Gardiner Contracts (Main contractor & member of EVCC). Peter Kingham Chairman of Eden Valley Chamber of Commerce. Emma Weston Administrator (member of EVCC)
Has consultation been carried out on the scheme or is any planned?	Considerable consultation has taken place in the last eighteen months among the businesses of the Eden Valley and with leaders of chambers in the surrounding areas specifically, Sevenoaks chamber, Crowborough chamber, Lingfield chamber, Westerham business group. We have talked to many of the community groups who have welcomed the possibility of having a well equipped meeting space with potential administrative support. We have also carried out extensive market research into similar business and community support centres both in terms of pricing, organisation and facilities.
<u>Maintenance</u>	
Which organisation will be responsible for ongoing maintenance:	Eden Valley Chamber of Commerce
Are funding arrangements in place for maintenance:	Yes Details: Funds for maintenance are generated from income
Any further comments:	We are happy to make more information available or to come before the committee to answer any questions arising from this application should it be required.
<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</p>	

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.


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

Declaration

I am authorised to submit this bid for funding on behalf of the organisation that I represent. At the time of writing, the information contained in this submission (including appendices) is correct and true to the best of my knowledge. If CIL funding is committed and circumstances change prior to the completion of the scheme, the organisation that I represent will notify Edenbridge Town Council. The Council will reserve the right to reconsider the allocation of funding. If CIL funding is committed to the above project then the organisation that I represent commits to providing Edenbridge Town Council with sufficient information to enable it to undertake its reporting requirements under the CIL Regulations 2010 (as amended), or any subsequent relevant regulations.

Signature	
Name	Peter Kingham
Position	Chairman
Organisation	Eden Valley Chamber of Commerce
Name, role and contact details of the person that will be attending ETC's CIL Spending Board to support this bid:	Peter Kingham - Chairman, Terry Blake - Project Director, Julian Baumgarten - Construction Director, Emma Weston - Project Administrator, Kevin Wood - Financial Director, Anita Black - Project Committee

To be completed by Edenbridge Town Council

Award Given

£

Date.....

Special conditions if any

Eden Valley Chamber of Commerce

Vincent House Project Summary

It is the intention of the Eden Valley Chamber of Commerce to establish a **Community & Business Support Centre** for the Eden Valley area, based at Vincent House in Fircroft Way Edenbridge. Now that we have obtained the agreement of the freeholders (RAMAC Developments) to proceed "in principle" with the project, we can begin the detailed planning and raising finance.

Vincent House will become the permanent headquarters and administrative centre of the Eden Valley Chamber of Commerce and we will create a "state of the art" business support centre, which will be available for local businesses and outside organisations to use for presentations, training, seminars, disaster recovery, CPD (continued professional development) etc for a reasonable fee. Our principal aim is the economic development of Edenbridge and the surrounding area.

There will be space and resources made available for business "start ups" and micro businesses from which new entrepreneurs can operate at the earliest stages of their development, and for the many smaller businesses which run from home (but occasionally need a more businesslike area from which to operate) on an "ad hoc" basis. Space will be let on an hourly, daily or weekly basis. The chamber will use the building as its administrative centre and to conduct its meetings as well as a place from which to run its numerous events both commercial and community (Edenbridge B2B, The Edenbridge Motor Show and the annual French Market for instance).

We will create a "young chamber" which will involve approaching local senior schools to offer the opportunity for youngsters who are about to enter the world of work to meet with local employers. They will learn what is expected of them in the workplace as well as giving the employers the opportunity to meet prospective employees in a neutral environment.

Community

Wherever possible and whenever needed, we will offer support to other local organisations and events by providing a centre from which to run. This will not be given free of charge but will be at a rate which will make it viable for cash strapped organisations and groups. The facilities, administrative, technical and catering will be available for their own funding events and we hope that by having a central hub ALL groups will benefit from each other's experience and knowledge. In addition to this there will be space for non businesses to run classes and seminars with the kind of technical support which isn't currently available in Edenbridge.

The Eden Valley Business Support Centre will be run as a non profit making enterprise charging nominal fees for the support it provides to the businesses of the region and by letting out its facilities and we will look at other funding streams which will help support the centre.. We already have interest being shown by many businesses in the town that would use the facilities for business presentations and training as well as other companies and organisations outside the area who would also wish to use it.

We are supported by our local MP Tom Tugendhat, the town council, Sevenoaks District Council, our Kent County councillor and KCC itself and we have begun to look at possible funding sources. We will incorporate the latest technology and we anticipate a full development cost of £200,000 – £250,000 to create a "state of the art venue" and believe that there are plenty of possibilities for funding. We have within the chamber the expertise to run the project and we will use the paid services of as many local tradesmen and suppliers as we can, making it truly part of the business community.

Eden Valley Chamber of Commerce

Christine Lane

Subject: FW: CIL Fund Opening?

From:

Sent: 25 June 2019 22:04

To: Christine Lane

Subject: RE: CIL Fund Opening?

Hello Christine,

Thank you for your time on the phone today. The Cricket Club is grateful that the CIL Fund approved our previous application for funding to complete the building of our new Matthew Cox Community Pavilion. The finishing touches are still to be applied to the building and parking area before we receive the final invoice from TrueBuild, which is for the amount of our CIL application. We will provide this to the Town Council as soon as we are able, in order to recoup the funds.

The level of interest in the Cricket Club has certainly increased this year and the publicity received around the Grand Opening has been excellent. As a result, the junior section of the Club in particular, is thriving with over 50 children aged between 5 and 8 years old joining the ECB All Stars programme this year; this is in addition to the 40+ children already in the junior section at older age group levels. Furthermore, last week saw the first Women's Cricket Taster event at the Club with 12 ladies attending a session hosted by Sussex Community Cricket. Members of Edenbridge Ladies Hockey Club were part of this group and they have expressed an interest in building a connection between our two clubs to further develop women's cricket. This is an exciting new opportunity that we are very keen to support and sustain.

In that regard, the Cricket Club would like to make it known to the CIL Committee that we will prepare a new application for funding to be submitted in the next round later this year. We propose to request funding for a package of measures to enhance and grow the Club. This is likely to include the following facilities for which I have provided approximate costs.

1. Replacement of the artificial cricket pitch on the cricket square; circa £5,000
2. Refurbishment of the cricket nets (incl. vandalism damage); circa £2,500
3. A new combination lawncare machine for the cricket square; circa £7,000
4. A Junior Bowling Machine; circa £500
5. A Baby Changing table; circa £250 including fitting
6. Ladies cricket training equipment; circa £500
7. Tables and chairs for pavilion; circa £3,000

This gives an approximate total of £18,750, excluding VAT and delivery costs.

The Cricket Club is also interested in seeking assistance with repayments for the interest free loan taken from the ECB as part of the new pavilion funding project. The loan is for £50,000, to be repaid over 7 years, through quarterly payments of £1,786. The Club has budgeted for these repayments but of course, those payments reduce the funds available within the Club to support operational and growth activities. If the CIL Fund Committee were able to assist with one or two years of loan payments, the Club would retain greater funds to invest in growing cricket activities.

I would appreciate you advising the CIL Committee of our intentions so that we are earmarked for discussion at the next opportunity.

With best regards
Chris

CIL Balance

Date	Income	Expenditure	Balance
17/10/2016	41,746.88		
		Securing Sites	
19/05/2017		RDF toilets 29/03/19	20,816.66 Agreed Jan 19
27/10/2017	36.00	RDF toilets 23/05/19	10,290.00 Agreed Jan 19
	11,391.87	ETC transfer of VAT (RDF 23/05/19)	23,928.00 Agreed Jan 19
			inc £3,988.00 VAT
27/04/2018	6,753.13		-3,988.00
26/10/2018	383,954.89		
12/04/2019 from SDC for Toilets	34,000.00		
26/04/2019	2,168.75		
	480,051.52	51,046.66	429,004.86

Earmarked Projects	Income Requested from SDC		Expenditure		
Public Toilets	34,000.00	Received 12/04/19	36,000.00	agreed Jan 19	Balance as at 28 /05/19
All Weather Pitch			10,000.00	agreed Dec 17	429,004.86
E/B Cricket Club			10,059.00	agreed Jan 19	
Health & Wellbeing Centre			100,000.00	agreed Jan 19	
			156,059.00		156,059.00
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		
Tourist Improvement (Website)			25,000.00		
War memorial			10,000.00		
Spittals Cross Playground			46,000.00		
ESTIMATES			186,000.00		186,000.00
				Less Estimates	
			342,059.00		86,945.86
				Remaining Balance	

CIL PROJECT MONITORING REPORT

2019 -

Date	Project	Commenced	Status	ETC CIL	Additional funding	Expenditure todate (CIL)	Completed
Jan-19	E/B Public Toilets	May-19	in progress	£	£ 35,000.00	£ 34,218.00	
Jan-19	Matt Cox Pavilion	Sep-18	in progress	£	£ -	£ -	
Jan-19	Securing sites (travellers)	Feb-19		£	£ 21,450.00	£ 20,816.66	Mar-19
Jan-19	Health & Wellbeing Centre		Not started	£	£ -	£ -	

CIL Report

Parish/Town Council Edenbridge

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

Regulation 62A of The Community Infrastructure Levy Regulations 2010 (as amended)

Section 151 of the Local Government Act 1972

Accounts and Audit (England) Regulations 2011.

For Financial year – April 2018 - March 2019

1. The Total CIL Receipts for the reported year:

A*	B*
14.05	21.95
2657.22	4,095.91
138,223.76	245,731.13

2. The total CIL expenditure for the financial year:

31,106.66

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

A*	B*
12,131.60	18,975.06

4. The amount of CIL expenditure on each Item:

[illegible]

5. Details of any Recovery Notices Received:

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

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

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

—

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

—

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

390,708.02

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

Year	CIL Amount Retained
2016 - 17	10,676.22
2017 - 18	11,391.87

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

A*	B*
E.B Cricker Club 39,23.00	6,136.00
EB Health & Wellbeing Centre 39,000.00	61,000.00
Public Toilets 10,027.00	15,683.00

In accordance with regulation 62A of the Community Infrastructure Levy Regulations 2010 (as amended) you must:

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

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

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

Signed..... Name 8. May 2019
Position Responsible Finance Officer