



# Edenbridge Town Council

Town Clerk: Caroline Leet



**Notice is hereby given of Edenbridge COMMUNITY INFRASTRUCTURE LEVY (CIL) BOARD meeting to in Rickards Hall on Monday 28 February at 7.45 pm, which Councillors are summonsed to attend.**

Members of the public are welcome to attend to observe the meeting. Anyone wanting to attend the meeting is asked to preferably confirm with the Town Clerk prior to the meeting in order to comply with Covid-19 safety

Town Clerk

23/02/2022

**To assist in the speedy and efficient dispatch of business members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.**

Council Meetings may be recorded. *Any person intending to make recordings is advised to notify the Clerk in advance so that appropriate arrangements can be made.*

## AGENDA

### 1. TO RECEIVE APOLOGIES FOR ABSENCE

### 2. DECLARATIONS OF INTERESTS OR PREDETERMINATION

*The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.*

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

### 3. TO RECEIVE, ADOPT AND SIGN THE REPORT FROM THE CIL BOARD MEETING HELD ON [11 October 2021](#)

### 4. TO RECEIVE AN UPDATE ON THE CIL FUNDING AVAILABLE AND WHERE THE CIL RECEIPTS HAVE COME FROM

### 5. TO CONSIDER APPLICATIONS FOR FUNDING FROM THE EDENBRIDGE TOWN COUNCIL'S CIL FUND\*\*

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

5.1 Friends of Hever Primary School - £8,600

5.2 Edenbridge Rugby Club – Pavilion Refurbishment - £8,275

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

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

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- 5.3 Edenbridge Town Council: Recreation Ground (Lingfield Road) Playground extension, refurbishment and upgrade – Additions to scheme - £14,250 (up to)
- 5.4 Edenbridge Town Council: Recreation Ground (Lingfield Road) New Access path - £5,000
- 5.5 Edenbridge Town Council: Road Safety measure - Main Road, Hilders Lane and Hillcrest Road junction - £10,000

**6. TO RECEIVE AN UPDATE OF APPROVED CIL FUNDING SCHEMES AWAITING PAYMENT\***

**7. DATE OF NEXT MEETING – 21 November**

*\* Report/paper attached*

*\*\* Confidential paper (Bid funding applications are not published due to potential competitive data/information)*

*Copies of the agenda and background papers, except any exempt items, are available from Doggetts Barn before the meeting and plans can be examined there (Monday – Fridays 9.00 am – 5.00 pm)*

## Report to CIL Board 28 February 2022

### Update on CIL matters

**CIL interest:** The Finance Committee recently considered the allocation of CIL interest. The CIL interest is currently recorded under the CIL budget and not as part of Council budget. The advice previously received from SDC was that any interest from CIL monies could be paid to the Council to help towards its administration costs. However, SDC has since said: *it would appear that there is no reference in the CIL Legislation in regard to interest accrued and how it should be spent for Parish and Town Councils... whilst there appears to be no specific controls, we would ask that any CIL money and interest be spent on Infrastructure or on something which supports development in an area as that is what the money is meant for and it would ensure that it would continue to be used for something that would benefit the community.*

**Edenbridge Town Council - Portable Speed Indicator Device – up to £12k:** Project completed, 3 posts (2 with 2-way direction use), 5 sites. Actual cost £8,603.53

**The End-of-year return to SDC** was submitted 18 November. A copy is also published on the Town Council's website [here](#).

**The Recreation Ground Pavilion Windows:** At the Council November meeting it was resolved to proceed with replacement aluminium framed windows and doors with shutters for the Recreation Ground Pavilion; and for this project to be considered for 2022. A request to the CIL board for its February meeting was requested.

At this present time we still have not received quotes to prepare the public tender specification or the CIL bid. The original estimate was in the region of £70k. A Bid will be made to the CIL Board once details on costs can be confirmed.

#### 4. TO RECEIVE AN UPDATE ON THE CIL FUNDING AVAILABLE AND WHERE THE CIL RECEIPTS HAVE COME FROM: See attached.

Summary					
Total CIL Awards paid	£	335,624.54	Total CIL Receipts	£	892,354.00
Total CIL Awards Allocated-waiting to be paid	£	426,670.00	Total interest	£	1,497.22
	<i>Totals</i>	<b>£ 762,294.54</b>		<b>£ 893,851.22</b>	
		<i>Unallocated funds</i>		<b>£ 131,556.68</b>	

A further receipt of £11,940.23 is expected by end of March 2022 (details are on the SDC website [here](#)). This will mean an unallocated total of £143,496.91.

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

There are 5 bids to consider, total of £46,125. Papers circulated as confidential papers as per the Town Council's CIL guidance and procedures.

The invitation for CIL Bids was published on the Council's website and Facebook.

- 5.1 **Friends of Hever Primary School - £8,600**
- 5.2 **Edenbridge Rugby Club – Pavilion Refurbishment - £8,275**
- 5.3 **Edenbridge Town Council: Recreation Ground (Lingfield Road) Playground extension, refurbishment and upgrade – Additions to scheme - £14,250 (up to)**
- 5.4 **Edenbridge Town Council: Recreation Ground (Lingfield Road) New Access path - £5,000**
- 5.5 **Edenbridge Town Council: Road Safety measure - Main Road, Hilders Lane and Hillcrest Road junction - £10,000**

**How do Members want award CIL funds to the above bids?**

**6. TO RECEIVE AN UPDATE OF APPROVED CIL FUNDING SCHEMES AWAITING PAYMENT**

Balance of Allocated awards: £426,670.00. Update on each:

- 6.1 **Sevenoaks District Council: All Weather pitch replacement – £10,000 – resolution December 2017 (8.1.1)**  
The offer of a £10k contribution towards replacing the all-weather pitch at the leisure centre was valid until 31 December 2021. This Bid award has now expired, and the funds returned to the allocated funds.
- 6.2 **Edenbridge Health and Wellbeing Centre – new facility £100,000 – resolution January 2019**  
This offer is time limited to four years, up to January 2023. The Medical Centre Trust hope to complete the tender phase this and have the building work underway in 2021.
- 6.3 **Edenbridge Memorial Health and Wellbeing Centre - £100,000 – resolution October 2021 (7.1)**  
This is a further £100,000 towards the building costs to provide the Edenbridge Memorial Health and Wellbeing Centre. Payment will be made once the foundations have been completed and upon receipt of an invoice towards the build costs.
- 6.4 **Edenbridge Town Council: Promotional Infrastructure for Visit Edenbridge – up to £12,000 – resolution February 2020 (5.3)**  
The new tourism site was launched May 2021; cost £2,030. The next phase is the walks app and reproducing the walks leaflets
- 6.5 **Edenbridge Cricket Club: Artificial Pitch - £12,000 – resolution March 2021 (5.1)**  
It was decided against proceeding during the season last year and is now looking sometime this year (2022).
- 6.6 **Edenbridge Town Council: Recreation Ground (Lingfield Road) Playground extension, refurbishment and upgrade - up to £160,000 – resolution March 2021 (5.2)**  
The project went out to tender 23 August, closed 18 October. There were 8 tenders received. The Open Spaces Committee confirmed the successful tender December 2021. The contract has been signed and the project is scheduled to start May 2022.
- 6.7 **Edenbridge Town Council: Blossom Park Skate Park to add low-level items for beginners/inexperienced riders at Blossoms Park skate ramps - up to £27,000 – resolution March 2021 (5.3)**

Open Spaces Committee has overseen the details for this. The work has been commissioned for the improvements and additional ramps and work is expected by spring 2022.

**6.8 Edenbridge Town Council: To provide two new streetlight columns at Westways - £5,000 – resolution March 2021 (5.5)**

The Open Spaces Committee had been overseeing this project, and at its February meeting agreed the go-ahead for the work following residents' consultations. This now needs to be scheduled by Kent Highways, Streetlights and UK Power.

**6.9 Edenbridge Town Council: To provide a wooden bus shelter for Swan Lane near Swan Ridge - £5,200 - resolution March 2021 (5.6)**

The Open Spaces Committee had been overseeing this project, and at its February meeting has asked Kent Highways to consider an alternative location and route. Issues have included available space currently is not sufficient to meet highways regulations and does not meet the Accessibility requirements under the Equalities Act 2010, and land ownership.

**6.10 Edenbridge Town Council: Provide a local contribution towards Electric Car Charging Points via KSTS for up to three of the car parks in Edenbridge – contribution towards scheme of up to £7,500 – resolution October 2021 (7.2)**

The Town Council is registered for the Kent Smarter Travel Scheme. Site visits by the engineer took place in September. However, we are still waiting to receive the quote for the installation works from the supplier. In addition to this delay, KCC has had a large demand for chargers through this project and experienced some challenges with its funding and are actively seeking more to support the roll out. However, KCC has said that it is working hard to make progress and will endeavour to keep us informed.

**7. DATE OF NEXT MEETING – 21 November**

**FINANCIAL SUMMARY**  
CIL (15 February 2022)

Public Toilets Total  
£ 60,345.00  
£ 10,140.00  
£ 70,485.00

INCOME		Of which			EXPENDITURE							
Date received	Comments	CIL Receipts	Payment A	Payment B	EOY rtn	A/B rtn	CIL BID Awards	SDC cont A/B	Date paid	Award to	Comments	
17/10/2016		£ 41,746.88	£ 15,029.55	£ 26,717.33	✓		£ 20,816.66			Securing Sites ETC Open Spaces		
19/05/2017		£ 36.00	£ 14.05	£ 21.95	✓		£ 60,345.00		29/03; 25/05;17/07/19	ETC Public Toilets		
27/10/2017		£ 11,391.87	£ 4,101.07	£ 7,290.81	✓		£ 4,969.00		05/08/2019	ETC Blossoms Park defences	Blossoms rail & gate	
27/04/2018		£ 6,753.13	£ 2,657.22	£ 4,095.91	✓		£ 10,140.00		13/03/2020	ETC Public Toilets		
12/04/2019	SDC CIL GRANT Public Toilets	£ 34,000.00	£	£ 34,000.00	✓		£ 35,000.00	A or B	19/12/2019	Spitals Cross Playground	July 2019 Council	
26/10/2018	St Johns Way & High St	£ 383,954.89	£ 138,223.76	£ 245,731.13	✓		£ 10,059.00	A or B	04/05/2020	Cricket Club v		
26/04/2019	Skeynes Road	£ 2,168.75	£ 780.75	£ 1,338.00	✓		£ 25,000.00	A or B	07/05/2020	Cricket Club v		
28/10/2019	P9 Cedar Dr/St Johns Way	£ 306,568.47	£ 110,364.65	£ 196,203.82	✓		£34k expenditure inc in above Public Toilets	B	2019/20	Grant awarded to SDC CIL Spending Board for Public toilets		
24/04/2020	P10	£ 3,791.81	£ 1,365.05	£ 2,426.76	20/21		£ 40,000.00	A or B	Mar-20	Recent CIL Application Re Spitals Cross PG		
23/10/2020	P11	£ 54,320.41	£ 19,555.35	£ 34,765.06	20/21	20/21	£ 20,054.00	A or B	Paid June 2020	WI hall - toilet refurb v		
28/10/2021	P13 - St JW & 92 High St	£ 47,621.79	£ 17,143.84	£ 30,477.95		20/21	£ 10,776.00	A or B	paid 17/09/20	Cricket Club - parking area v		
						20/21	£ 72,500.00	A&B 50/50	vnet 14.09/20.10/2	up to £73k Outdoor Gym&MUGA	(GROSS --= 87,000. £14,500 to receive VAT)	
						20/21	£ 331.35	A or B	Dec-20	part of Outdoor gym project OSC		
							£ 2,030.00	A	Jun-21	Tourism Website		
							£ 15,000.00		Sep-21	Stangrove Park playground fencing		
							£ 8,603.53		Jan-22	Speed Indicator Device (£12k approved)	Surplus back into CIL funds	
<b>SUB-TOTALS:</b>		<b>£ 892,354.00</b>					<b>£ 335,624.54</b>					
	less the SDC Grant	£ 858,354.00				Total CIL remianing	£ 556,729.46					
	plus expected income	£ 11,940.23										
		<b>£ 870,294.23</b>										
<b>Interest</b>							<b>ALLOCATED FUNDS</b>	<b>SDC cont A/B</b>				<b>Expires (5years)</b>
03/06/2019- 31/03/21		£ 1,429.15					£ 100,000.00	A or B	Agreed Jan 2019	NHS Kent/Medical Centre	Pay when windows ready to go in	Jan-23
01/04/21 - 31/01/22		£ 68.07					Expired £10k back in main pot		Agreed Dec 2017	Sencio All weather Pitch		Dec-21
							£ 9,970.00	A	Agreed Feb 2020	ETC - tourism		
								A or B	Agreed Feb 2020	ETC - SID - £12k was approved	Actual £8,604	
							£ 12,000.00	A or B	Agreed 15/03/21	Cricket Club - Artificial pitch		
							£ 160,000.00	A or B	Agreed 15/03/21	ETC - Rec playground refurbishment		
							£ 27,000.00	A or B	Agreed 15/03/21	ETC - Skate Park improvements		
							£ 5,000.00	A or B	Agreed 15/03/21	ETC - Westways lighting		
							£ 5,200.00	A or B	Agreed 15/03/21	ETC - Bus shelter Swan Lane		
							£ 100,000.00	A or B	Agreed 05/10/21	NHS Kent/Medical Centre	Pay when foundations in	
							£ 7,500.00	A or B	Agreed 05/10/21	ETC - KCC KSTS Electric Car Charging points		
		<b>£ 1,497.22</b>					<b>£ 426,670.00</b>			<i>sub total</i>		
<b>TOTALS</b>		<b>£ 893,851.22</b>	<b>Total in+interest</b>				<b>£ 762,294.54</b>					<b>Summary</b>
										Bank statements 22/02/22		
							£458,226.68		Barclays CIL	Received		£892,354.00
							£100,000.00		CCLA PSDF	Spent		£335,624.54
							<b>£558,226.68</b>		Total	CIL Fund (balance sheet)		£556,729.46
										Interest		£ 1,497.22
										CIL Fund& I (balance sheet)		£558,226.68
		<b>Unallocated funds</b>	<b>£ 131,556.68</b>									
												Excludes expected income