

MINUTES of the Council Meeting of COMMUNITY INFRASTRUCTURE LEVY BOARD, held in Rickards Hall on Monday 28 February 2022, 7.45 pm.

Present: Cllrs J Aldridge, A Baker, S Compton, A Damodaran, M Gemmell Smith, V Jennings, A Layland, N Lloyd, M McArthur (Chairman), S McGregor, A Read, S Sumner, and B Todd

In attendance: Town Clerk; two members of the public.

The Chair opened the meeting and referred to the CIL Guidance and Procedures reminding Members of the order of the meeting.

1. TO RECEIVE APOLOGIES FOR ABSENCE

None; it was noted Cllr Baker would be late to the meeting.

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 and Council facilities.

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

Resolved: that the minutes of the CIL Board meeting held on 11 October 2021, be duly signed by the Chairman as a true and accurate record of the meeting; 9608-9609.

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

The Chair referred to the Town Clerk's report and the Community Infrastructure Levy (CIL) financial summary attached to the meeting papers.

Of note:

- The CIL interest was currently recorded under the CIL budget. Sevenoaks District Council (SDC) had confirmed that whilst there was no reference in the CIL legislation in regard to interest accrued and how it should be spent for Parish and Town Councils, SDC had specified 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.
- The Portable Speed Indicator Device project had been completed, three posts (two with 2-way direction use), total of five sites. Actual cost £8,603.53. £12k had been awarded, the unspent funds had been moved to the unallocated fund.
- The end-of-year return to SDC was submitted 18 November. A copy was also published on the Town Council's website [here](#).
- The Recreation Ground Pavilion Windows: At the November Council meeting it was resolved to proceed with replacement aluminium framed windows and doors with shutters, and for this project to be considered for CIL funds. The original estimate was in the region of £70k. A Bid would be made to the CIL Board once details on costs could be confirmed.

It was noted that the current unallocated funds were £131,556.68; plus, a further receipt was expected of £11,940.23. A total of £142,496.91.

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
	Totals	£ 762,294.54		£	893,851.22
		Unallocated funds	£	131,556.68	

19:54 Cllr Baker joined the meeting.

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

Representations were received from the bidders for each bid. Members discussed each application in the order as listed on the agenda before voting on each.

5.1 Friends of Hever Primary School - £8,600

The Bid by Hever PTA was for a Shepherds Hut to provide additional space which would be used for pastoral care, special educational needs teaching, as well as other small group lessons and activities. In the past 5-years the school pupil numbers had roughly doubled to 162 of whom 155 from Edenbridge (14 of these were Hever, Edenbridge); that's almost 95% Edenbridge students attending. Members noted that the guidelines said that there was *no requirement to spend the monies collected within the parish/town and there is high demand for CIL monies request other parishes, county councils, highways, NHS etc (4.4).*

Members supported the Bid to provide additional teaching and pastoral care space for Hever Primary School as it had outgrown the current classroom provision and to award funds towards the cost of the Shepherds Hut:

- There was clear evidence that most children attending the school were Edenbridge residents, and that this was the result of the demands from increased development and the need for educational facilities
- There were strong social benefits to the children and the community as could be used by local church and clubs
- Would provide an infrastructure improvement for education and school facility, for Edenbridge children
- The scheme addresses an infrastructure need
- The environmentally sourced materials
- It meets both regulation 8, 59C (a) provision of infrastructure, and (b) addresses the demand from development in the area

Resolved:

to award Friends of Hever Primary School £8,600 towards the purchase and construction costs to provide a Shepherds Hut for Hever School. Payment would be made once work on erecting the Shepherds Hut had started and upon receipt of an invoice in the name of the Friends of Hever Primary School for the purchase or build costs. Members noted that the school would have its own procedures to meet educational standards of its governing body and its duty of care to pupils.

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

The Rugby Club were seeking funding towards its refurbishment of the Pavilion to improve the facilities for the users and wider community. Its membership had almost doubled to 300 members within less than 3-years, of whom 65% are Edenbridge based; it also had a lady's section. The Club had appointed a Pavilion Manager with the view to open the facility up to the wider community. At the Council's January meeting, it had recognised the need and supported the refurbishment works, in liaison with the Town Council's Building Manager.

Members noted that the existing Pavilion was a central community facility serving not just the Rugby Club, but football as well. Opening the Pavilion to the wider community would also benefit users of the public recreation ground and offer a good venue facility. Its current facilities were dated and in need of modernisation. Members unanimously supported the improvements and agreed it meet the infrastructure criteria:

- The expansion to the town with new development required better community and sports facilities
- The refurbishment of the Pavilion would be an improvement to the infrastructure facilities for the increasing users of public facilities from the increase of development and visitors to Edenbridge
- There was strong evidence for economic and social benefits
- Environmental benefits would allow people to stay local with good facilities
- It meets both regulation 8, 59C (a) refurbishment of infrastructure, and (b) addresses the demand from development in the area

Resolved: to award £8,275 to refurbish the Pavilion facilities. Payment would be made direct to the Rugby Club upon receipt of a contract agreement between the Rugby Club and the appointed contractor, and an invoice once the work had commenced.

5.3 Edenbridge Town Council: Recreation Ground (Lingfield Road) Playground extension, refurbishment and upgrade – Additions to scheme - £14,250 (up to)

At the March CIL Board meeting £160k was awarded for the playground refurbishment and extension. Following a successful tender process, a scheme had been selected and awarded to the contractor. This was done through the Working Group appointed to oversee the scheme and the Open Spaces Committee. However, it was agreed at the December Committee meeting, that the scheme would benefit from some tweaks to allow for a children's spring jeep which encourages inclusive and group play; and to add ecomulch surface under the zip wire runway. Members supported on the basis that it:

- It provides community and recreational facilities for an expanding community
- The additions to the scheme would help to ensure a really super, attractive, stimulating and all-inclusive play area
- Promotes health and wellbeing – the benefits of outdoor play, developing social and cognitive skills
- It forms part of the planned strategy to increase community facility and infrastructure
- It is deliverable – work is due to commence in May 2022
- Strongly evidences economic, environmental and social benefits
- It meets both regulation 8, 59C (a) improvement and maintenance of infrastructure, and (b) addresses the demand from development in the area

Resolved: an additional award of CIL funding of £14,250 to be awarded to allow additions to the refurbishment and extension of the playground to create an upgraded playground facility for the Recreation Ground. The details of the scheme to be overseen by the appointed Working Group. Payment(s) made on the provision of invoices approved by Edenbridge Town Council.

5.4 Edenbridge Town Council: Recreation Ground (Lingfield Road) New Access path - £5,000

The new access path from the car park to the playground would provide for Accessibility. When the playground was first sited at the Recreation Ground, Accessibility was not a requirement, but with the new refurbished playground and increased users an accessibility path is need. Members noted, this had been identified as a need by the Open Spaces Committee. It was unanimously supported on the basis:

- To meet Accessibility requirements for the children's play area, which was increasingly more popular with the expanding population and young families
- Playgrounds have social benefits for all children, ages and abilities and the path would allow easier access for pushchairs and wheelchair
- It meets both regulation 8, 59C (a) provision of infrastructure, and (b) addresses the demand from development in the area

Resolved: CIL funding of up to £5,000 to be awarded for new Access path to the playground, At the Recreation Ground. Payment(s) made on the provision of invoice approved by Edenbridge Town Council.

5.5 Edenbridge Town Council: Road Safety measure - Main Road, Hilders Lane and Hillcrest Road junction - £10,000

The scheme to create a 40-mph buffer on the approach to Edenbridge towards Homestead Road junction has been proposed by Kent Highways following Town Council and residents campaigning for improved safety measures, Members noted that the B2026 had been identified on the Highways Improvement Plan as a priority issue. The full proposal had been

presented to and supported by both the Planning and Transportation Committee and full Council.

- The scheme addresses an infrastructure and transportation issues on a strategic B road that is more like an A road with increased traffic
- Strong social benefit for traffic safety, safer roads, pedestrian safety
- Economic benefit – road traffic accidents have an economic cost both for those involved and the authorities responding
- It meets both regulation 8, 59C (a) improvement of infrastructure (b) addresses the demand from development in the area

Resolved: CIL funding of up to £10,000 to be awarded to provide for a 40-mph buffer zone on B2026, Main Road, Marlpit Hill (Hilders Lane/Hillcrest Road). The project would be managed and implemented by Kent Highways. Payment(s) made once approval from the Joint Transportation Board for the project, and on the provision of an invoice from Kent Highways.

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

Items 8.1 to 8.10 were noted as reported in the Town Clerk's report; nine projects were waiting to be delivered in order for the funds to be awarded.

7. DATE OF NEXT MEETING – 21 November 2022

Meeting closed 20:48