

MINUTES of the Council Meeting of COMMUNITY INFRASTRUCTURE LEVY BOARD, held in Rickards Hall on Monday 27 February 2023, 7.30 pm.

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

In attendance: Town Clerk; four 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

Apologies for absence were received, noted and accepted from Cllrs McGregor and Todd.

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 [21 November 2022](#)

Resolved: that the minutes of the CIL Board meeting held on 21 November 2022, be duly signed by the Chairman as a true and accurate record of the meeting; 9821-9824.

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. Summary totals and unallocated funds:

Summary			
Total CIL Awards Paid	£ 681,427.57	Total CIL Receipts	£ 958,883.45
Total Awards Allocated - waiting to be paid	£ 269,642.74	Total interest	£ 3,061.76
Totals	£ 951,070.31		£ 961,945.21
	Unallocated funds	£	10,874.90

5. TO NOTE APPLICATIONS RECEIVED THAT DID NOT MAKE IT PAST THE SECOND VALIDATION STAGE

Members received the list with Town Clerk's report noting four Bids which had not been successful having gone through the two-stage validation process, along with all other bids, and assessed against the key set of criteria laid out in the Council's CIL Guidance and Procedures.

6. 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.

6.1 Friends of Hever Primary School - Hever School Sports Pitch/Playground improvements - £3,000

A presentation had outlined the proposal to address the issues with the school's failing sports pitch which was cracking and had holes where there was broken-up concrete. The school was looking at a £30k resurfacing project to provide an all-weather outdoor sports surface for the

school children and the wider community to benefit from. The increase in population now saw 85% of the pupils from Edenbridge. Outdoor sports facilities were vital for healthy lifestyle, team building and motor skills. The school was committed to drive this project forward.

Members supported the bid to provide a new and improved sports playing surface area:

- There was clear evidence that the majority 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 and well-being benefits to the children
- Would provide an infrastructure improvement for education and school facility, for Edenbridge children
- 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 £3,000 towards its new Sports Pitch/Playground surface project. Payment would be made once work had started and upon receipt of an invoice in the name of the Friends of Hever Primary School for the purchase and installation.

6.2 Parochial Church Council of Edenbridge - St Paulinus Centre Hall floor project - £5,000

A presentation showed how the current hall's floor surface had issues with damp, and they were wanting to secure the long-term future of the hall with complete replacement of the floor which was needed. Over the years there had been maintenance repairs but was now increasingly experiencing problems with the deterioration in the wood structure; this was also presenting a safety risk. Images of the floor and joist were presented showing rot, dampness, and the need for full replacement. The project costs were £35,000; some would be funded using reserve funds and applications for grants were actively being sought to support the project.

Members unanimously supported the bid:

- St Paulinus Centre is a well-used community facility; with increased development also increases the use and demand on the facility
- The floor refurbishment is necessary maintenance to the infrastructure facilities, and increasing users of public facilities
- There was strong evidence for economic and social benefits
- It meets both regulation 8, 59C (a) refurbishment/maintenance of infrastructure, and (b) addresses the demand from development in the area

Resolved: to award Parochial Church Council of Edenbridge for St Paulinus Centre replacement hall flooring project £5,000. Payment would be made once work had started and upon receipt of an invoice in the name of the Parochial Church Council of Edenbridge for St Paulinus Centre the replacement hall flooring and installation.

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

Items 7.1 to 7.5 were noted as reported in the Town Clerk's report. Four of the schemes were progressing and details for one were yet to provide a n update.

7.6 To receive a request from Hever Primary School re award for £24,659.72 outdoor improvements longevity project for advance payment (resolution November 2002 7.4.)

A letter requesting payment prior to completion was received. Members noted: CIL Funds are public funds which the Council are effectively custodians (CIL guidance notes section 1&2). If funds are not spent within 5-years (4.3) SDC will serve notice for recovery of the funds. SDC can also demand repayment for funds awarded that do not meet the criteria. To protect any unforeseeable circumstances including potential mismanagement, and where a project may not be delivered, the protocol has always been to request an invoice upon

completion (and evidence) of the works. Members were sympathetic as to why the request for advance payment was being asked, but unanimously,

Resolved: that as CIL funds are public money which the Council is custodian, it could not make advance payment, and payments would be as per the award terms - *upon receipt of an invoice for the purchase and installation works upon completion.*

8. DATE OF NEXT MEETING – 13 November 2023

Meeting closed 19:57