

Gotherington Parish Council

Community Infrastructure Levy (CIL) grant awarding policy

Adopted: 14th July 2026

Review date: August 2028

1. Purpose

This policy explains how Gotherington Parish Council will assess and award Community Infrastructure Levy (CIL) funding to support infrastructure that addresses the impacts of development in the parish.

CIL funding is discretionary and ring-fenced monies to address impact on existing infrastructure. The council will award it in a fair, transparent and lawful way to benefit the parish and its residents.

2. Legal basis

CIL spending is governed by the CIL Regulations 2010 (as amended). The council must spend CIL income on:

- The provision, improvement, replacement, operation or maintenance of public infrastructure
- Anything else that's concerned with addressing the demands that development places on the area

3. Scope and principles

The council will apply these principles:

- CIL funds are limited and not guaranteed
- Applications will be assessed fairly, openly and consistently
- Decisions will be based on wider community benefit, development impact and value for money
- CIL is not an on-going funding source and does not create long-term commitments
- All decisions will be made by the full council and recorded in the minutes
- CIL will not be used to reduce the parish precept

4. What CIL can fund

CIL may be used for infrastructure including but not limited to:

- Transport and highways
- Education facilities (buildings)
- Health services
- Community buildings
- Recreation, sport and green spaces

- Flood mitigation and drainage
- Digital connectivity
- Public realm improvements

CIL may also be used as seed funding or match funding with other grants.#

For all of the above, the parish council must be able to show that the spending addresses the demands created by development in its area.

5. Who can apply

Applications may be submitted by:

- Not-for-profit organisations
- Community groups
- Registered charities
- State schools
- Statutory infrastructure providers
- Community interest companies (CICs)
- Gotherington Parish Council (via a committee or working group)

Applications must:

- Be submitted by the delivery organisation, not an individual
- Demonstrate wider community benefit
- Ensure facilities funded by CIL are accessible to a broad range of residents

6. What isn't eligible

Applications will normally be rejected if they relate to:

- Projects that improve or benefit private land or private property
- Support for individuals or private businesses
- Applications from for-profit organisations
- National or regional bodies without clear direct benefit to Gotherington
- Projects completed before an application is submitted
- Routine revenue costs or annual maintenance
- Ongoing operational costs for existing projects
- Repeat applications from the same organisation within 12 months unless exceptional circumstances apply

Some projects may be better suited to other funding sources and the council may advise applicants accordingly.

7. What a project must demonstrate

To be considered for CIL funding a project must show:

- A clear link to development impacts in Gotherington
- Wider community benefit beyond the applicant organisation
- Deliverability with a realistic plan and timeline
- Value for money and proportionality
- Additional resources such as match funding or volunteer support
- Environmental and financial sustainability
- Alignment with parish priorities and community needs

8. Funding levels

- Applications may be made for full or part funding
- Applications for 100% funding are less likely to be supported
- CIL should be considered funding of last resort
- Applicants must show evidence of efforts to secure other funding sources

9. Application requirements

Applications must include:

- Organisation name and contact details
- Description of the organisation and its purpose
- Full project description
- Evidence of wider community benefit
- Total project cost and amount requested
- Details of other funding sought or secured
- Latest accounts or a budget forecast
- A project delivery plan and timeline
- Evidence of permissions such as landowner consent or planning permission if required

Applications must be submitted using the council's CIL application form.

10. Application process

Applications will be considered quarterly according to the following schedule (subject to change with as much notice as possible).

Bid round 1

- Applications submitted by 30th September

- Validation and assessment in October (applicants may be asked for further information at this stage)
- Decision at the November full council meeting (recommendations presented by the Clerk)
- Outcome letters issued in mid-late November (including any conditions attached to the award)

Bid round 2

- Applications submitted by 31st December
- Validation and assessment in January (applicants may be asked for further information at this stage)
- Decision at the February full council meeting (recommendations presented by the Clerk)
- Outcome letters issued in mid-late February (including any conditions attached to the award)

Bid round 3

- Applications submitted by 31st March
- Validation and assessment in April (applicants may be asked for further information at this stage)
- Decision at the May full council meeting (recommendations presented by the Clerk)
- Outcome letters issued in mid-late May (including any conditions attached to the award)

Bid round 4

- Applications submitted by 30th June
- Validation and assessment in July (applicants may be asked for further information at this stage)
- Decision at the August full council meeting (recommendations presented by the Clerk)
- Outcome letters issued in mid-late August (including any conditions attached to the award)

Applications should be emailed to: **clerk@gotheringtonparishcouncil.gov.uk**

Paper submissions may be sent to: *The Clerk, Gotherington Parish Council, Rex Rhodes Building, 52 Malleson Road, Gotherington, GL52 9ET*

11. Assessment and decision making

In assessing applications the council will consider:

- The extent of direct benefit to parish residents
- The number and diversity of residents who will benefit
- The project's link to development impacts
- Alignment with parish priorities

- Financial need and efforts to secure other funding
- Value for money and proportionality
- Deliverability and risk
- Long-term sustainability

All decisions will be recorded in the minutes and applicants notified in writing.

12. Conditions of grant

If awarded, the following conditions apply:

- Funds must be used only for the approved purpose
- Funds can't be transferred to another organisation
- Parish Council support must be acknowledged in publicity
- Recipients may be required to provide:
 - A short completion report
 - Receipts or financial evidence
 - Progress updates for larger projects
- Unspent funds must be returned unless otherwise agreed
- The council may attach additional conditions as appropriate

13. Parish council applications for CIL

Where Gotherington Parish Council wishes to deliver its own infrastructure project:

- A committee or working group will act as the applicant
- A formal application must be submitted using the same form
- The full council will consider the application using the same criteria
- Decisions will be minuted clearly to ensure transparency
- The council will act as the delivery body and keep full records

This ensures fairness, accountability and compliance with audit requirements.

14. Transparency and reporting

The Parish Council will:

- Publish an annual CIL report on its website
- Keep a public record of CIL receipts and expenditure
- Review this policy every two years