

# Thurston Parish Council

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## APPLICATION FOR CIL FUNDING

A proportion of CIL payments collected by Mid Suffolk District Council are passed on to the Parish or Town Council in which development is taking place.

The Parish Council has a duty to spend CIL income on:

- providing, improving, replacing, operating or maintaining infrastructure that supports the development of the parish council area
- or
- anything else concerned with addressing the demands that development places on the area.

Providing CIL is spent in accordance with the above CIL monies may be used to provide seed or match funding with other income streams and / or may be spent collaboratively with other parish councils, community interest companies or other providers to make the most efficient use of funding to benefit the community.

Any CIL monies due to the Parish Council are confirmed by Mid Suffolk District Council at six monthly intervals in March and September with funds being paid to Thurston Parish Council in April and October.

Please read the Thurston Parish Council CIL funding application form guidance notes before completing this form. To discuss a potential project, or for further guidance, please contact the Parish Clerk at [clerk@thurstonparishcouncil.gov.uk](mailto:clerk@thurstonparishcouncil.gov.uk) on 01359 232854.

Please note that if an external organisation has been granted CIL funds for a project it may not apply for further CIL funding, regardless of the project, until twelve months have elapsed since the previous award was granted.

### Processing of bids submitted:

The application process will be centered upon a bidding round with consideration on a twice-yearly basis, with submission (preferably by email) of bids by applicants using the form below. The twice-yearly bid round cycle will be as follows:

Bid Round 1 for the year	By 31 <sup>st</sup> May - Applications for CIL to be submitted By 30 <sup>th</sup> June - Bids to be validated and assessed against policy criteria July - Bids to be considered by full Council at Parish Council Meeting August - Letters to be issued confirming outcome of bids to applicants
Bid Round 2 for the year	By 31 <sup>st</sup> December - Applications for CIL to be submitted By 31 <sup>st</sup> January (year following) - Bids to be validated and assessed against policy criteria February - Bids to be considered by full Council at Parish Council Meeting March - Letters to be issued confirming outcome of bids to applicants

Please return completed application forms and supporting information to:  
[clerk@thurstonparishcouncil.gov.uk](mailto:clerk@thurstonparishcouncil.gov.uk).

# THURSTON Parish Council CIL Funding Application Form

<b>1. Applicant organisation</b>	Thurston Community College (TCC)
<b>2. Name and position of main contact</b>	Tony Bass, Community Use Project Advisor on behalf of TCC  Sponsor - Nicki Mattin, Principal TCC
<b>3. Applicant contact details (phone number, email and address)</b>	(m) 07803 705803 <a href="mailto:tony@abassleisure.com">tony@abassleisure.com</a>
<b>4. Type of organisation</b>  <b>If a charity, please provide registration number</b>	Suffolk County Council Owned State School
<b>5. Is the organisation able to reclaim VAT?</b>	TBC - Partial
<b>6. Location of project</b>	Thurston Community College – Thurston & Beyton sites (Plus possibly Thurston Primary School TPS)
<b>7. Summary of the project proposal</b>	<p>The project seeks to maximize the potential of the TCC's (&amp; ideally TPS's) indoors &amp; outdoor facilities, to support where practical, local sports, cultural &amp; community activities, in response to expressed local demand &amp; in partnership with the other local community venues within the village.</p> <p>This initial Phase One of the project, provides a designated person (or persons/shared role) for a period of one year, to work internally &amp; with external partners to develop a range of facility improvement/development projects necessary to cater for new programmes of activities that can, subject to the necessary funding being achieved, be established at TCC's Thurston &amp; Beyton sites (plus at TPS's) facilities.</p> <p>The person/s will firstly work closely with Thurston Parish Council &amp; the other local community venues, to consult with the local community on their aspirations for improved and/or increased access to facilities &amp; desires for new sport, cultural &amp; community activities. Secondly, will devise a plan of action &amp; funding requirements to address the key</p>

	<p>facility improvement needs, which may also include establishing new management &amp; staffing arrangements. Thirdly, but concurrently, to start to generate a programme of specific new activities (where feasible) that have been requested &amp; are not yet available within the village.</p> <p>The intention is that over the period, TCC's (&amp; TPS's) emerging use of their facilities will complement those of the other local community venues, whilst through a coordinated marketing regime, the local community will generate sufficient interest &amp; demand to support both TCC's &amp; the Parish Council's aspiration to develop &amp; progress larger infrastructure projects that specifically cater for future community activity &amp; facility needs.</p> <p>It is expected that later phases of this project will be required to a) support the delivery of potential longer-term community infrastructure projects plus b) ensure the new programmes of activities become sustainable &amp; responsive to the changing needs of the local community ie. The post/s are extended in duration &amp; scope as required to establish a permanent resource to support local sport, cultural &amp; community activity in the longer term.</p>
<p><b>8. Estimated project cost</b></p>	<p>£20,000. This figure is indicative but aims to cover the costs of the designated person/s, based on, for example, £15/hr plus on costs x up to 2 days/wk x 48 weeks plus £5k "Duty Officer" costs. (Duty Officer = a designated facility key holder/community user engager, rather than a traditional caretaker).</p> <p>The actual project cost required warrants more detailed discussion as it depends on whether TPS engage in the project. The staffing element initially is based on the project work outlined above but could ultimately provide for an amount of real time facility "Duty Officer time", to support the opening up of TCC's (&amp; poss. TPS's) facilities outside their normal hours. Both facilities do not currently have the existing staff/financial capacity within their educational remit to be able to risk this element of cost initially, hence financially supporting community access by funding the required staffing (in part) would incentivize the two schools to "open their doors further".</p>

<p><b>9. Detail of additional sources of funding available</b></p>	<p>TCC will allocate £5,000 towards the project.</p> <p>The request to the Parish Council is therefore to provide up to £15,000 to support the initial appointment/s.</p> <p>No other potential partners have yet been approached but it is intended to seek Locality &amp; Community Grant funds from MSDC to support the project.</p> <p>It is expected that MSDC will also be approached later in the project to provide CIL funding towards facility development projects expected to emerge from this project. In this event the Parish Council will also be approached for an appropriate level of match funding.</p>
<p><b>10. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding?</b></p>	<p>Neighbourhood CIL funding is being requested as TCC is currently underused as a community infrastructure asset &amp; venue. Although there has been an element of historic &amp; currently some community use, it has a significant range of indoor &amp; outdoor facilities &amp; pitches, that with improved provision, accessibility &amp; management could be brought into regular use outside their educational needs.</p> <p>TCC is ideally placed to meet some of the community infrastructure deficit caused directly by the growth in the local population due to the current &amp; future level of housing growth.</p>
<p><b>11. Please indicate whether the organisation has previously received CIL of other funding sources from Thurston Parish Council and/or Mid Suffolk District Council. If yes, please provide details.</b></p>	<p>I do not believe that TCC has to date received any Neighbourhood CIL from the Parish Council.</p> <p>MSDC has already allocated significant funds towards the purchase of new land &amp; the provision of additional teaching spaces to accommodate TCC's growth due to the new housing developments within the village.</p>
<p><b>12. How does the project help address the demands of development in the area. What evidence is there to support this?</b></p>	<p>An initial study/consultation (Community Venue Meeting 8/12/22) regarding levels of use of existing community buildings such as the New Green Community Centre &amp; Cavendish Hall, highlights that they are generally already at capacity. Interest in the use of facilities at the new Thurston Primary School (TPS) is also increasing.</p> <p>There do not as yet appear to be any confirmed plans to provide further community spaces (particularly indoor) associated with the current or projected housing growth, therefore utilizing existing capacity at TCC would be an obvious solution (in part) to starting to address this.</p>

There is reference within the current PIIP “Priorities for Implementation Schedule” for facilities such as a larger hall, more meeting rooms, a multi-use games area, permanent community football pitch, purpose built recreational space etc.

The Thurston Neighbourhood Plan also references the need for a larger multi-purpose hall, the existing pressure on local outdoor sports pitches as well as the local aspiration to provide a multi-use outdoor recreational area.

MSDC’s current Leisure Sport & Physical Activity Strategy also recognizes the need to “Support development of a delivery plan for sports & play provision in Thurston in response to current housing development growth”. It also specially refers to the need to “review the opportunities to extend community access & provision on school sites” ie. Thurston.

TCC’s two sites already have an extensive range of facilities (auditorium, sports hall, gymnasium, fitness suite, teaching/meeting rooms, drama & dance studios, outdoor grassed, artificial & tarmac pitches & courts) that could be used more almost immediately and/or following physical improvement, the development of local management & a Community Use Agreement.

It has also very recently gained governmental support for a future rebuild, therefore it is opportune to ensure community accessible facilities are part of the design criteria for the future building. In the meantime, responding to the immediate community deficiencies in provision & the development of an improved activity programme for the village, would assist in building the case for further development of community spaces.

(TPS also has a range of indoor & outdoor facilities with capacity for greater use).

<p><b>13. What evidence is there of support from the community</b></p>	<p>TCC itself recognizes that there has been ongoing expressed demand for more access to its facilities. Following its closure due to the covid pandemic, its arrangement with Abbeycroft Leisure has ceased. Its Principal (Nicki Mattin) has expressed her desire that the college “re-opens its doors to the wider community ” &amp; the current community use review work (being undertaken by myself) is the first stage of developing it into a community hub, particularly for sport, cultural &amp; community activities.</p> <p>The proposed designated person/s will therefore be able to provide consultation support to the Parish Council in regard to the sport, cultural &amp; community activity aspects of its forthcoming PIIP review.</p> <p>TCC currently responds to informal requests for use of its facilities, rather than actively promoting itself as a facilitated venue with a regular programme of activity. Together with the other local community venues, it would be reasonably easy to develop &amp; promote a wider &amp; more co-ordinated programme of activities, particularly sport, health &amp; fitness based, which is not only the most demanded, but can also cater for a wide range of the community, from young to old. The facility’s auditorium has significant potential to host &amp; stage large audience-based arts &amp; cultural events, meetings &amp; conferences.</p>
<p><b>14. Approximately how many of those who will benefit from the project are Thurston parishioners?</b></p>	<p>Promoting the use &amp; development of TCC’s ( &amp; TPS’s) facilities to the very local community of Thurston is the main driver for the project. Prioritization to local residents will be built into the booking &amp; programming arrangements. However, the schools’ locations will also generate interest from the wider area, which will therefore provide additional opportunities &amp; income that will benefit the facility’s ongoing sustainability.</p>
<p><b>15. Proposed timescales for the project</b></p>	<p>This First Phase has been suggested for an initial one-year period to prioritize the local community consultation &amp; project development stage, whilst ensuring developed funding bids are submitted as expediently as possible.</p> <p>It is hoped that the value of such a post/posts would over that period, be recognized &amp; future commitments given by partners to retain such a position/s in future years.</p>

<p><b>16. Is there a related revenue spend (i.e. day-to-day running costs) associated with the project? How will this be addressed?</b></p>	<p>It is suggested that the project budget costs are met by the project funding in its entirety. This requires further discussion depending on the scope &amp; scale of the job roles to be advertised.</p> <p>It is suggested that post/s are hosted at TCC &amp; any administrative costs/support resolved internally, although there is an opportunity to share the post amongst partners - yet to be considered.</p> <p>The nature of the role is flexible &amp; wide ranging in its scope therefore, although focused on this particular project, its need to network with others will provide a valuable local information resource &amp; link between the various local partners, including the other community venues.</p>
<p><b>17. If the organisation is not in the public sector please provide details of the organisation's finances.</b></p>	<p>TCC is owned &amp; subject to Suffolk County Council Financial Policies.</p>
<p><b>18. Do you need planning permission to carry out the works? If planning permission is required is it in place to carry out the works? If so, please provide the application number</b></p>	<p>Depending on the nature &amp; scale of any facility works, there may be a requirement for planning permission.</p> <p>There are no planning permissions in place currently, apart from the SCC permission in regard to the proposed Artificial Sports Pitch as part of the new land purchase package referred to earlier.</p>

## Declaration

When you have completed the application, please sign this declaration and submit the application form as directed.

To the best of my knowledge the information I have provided on this application form is correct.

If Thurston Parish Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform Thurston Parish Council of any material changes to the proposals set out above.

When requested, I agree to provide Thurston Parish Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project.

I recognise the Parish Council's statutory rights as the designated provider of these CIL funds, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Thurston Parish Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Parish Council's filing system and summarised in the Council's accounting system for the sole purpose of fund processing, analysis and accounting.

Information about the project may be publicised on Thurston Parish Council's website and in public material for publicity purposes. Personal data will not be disclosed without any prior agreement of those concerned, unless required by law.

For further information on the Council's privacy policy, please visit:

<https://thurstonparishcouncil.uk/home/privacy>

Signed: A. D. Bass

Organisation: On behalf of Thurston Community College

Date: 30/12/22

All organisations involved with the application will need to sign and date the form.

Signed: \_\_\_\_\_

Organisation: \_\_\_\_\_

Date: \_\_\_\_\_