

# Thurston Parish Council

Parish Council Office  
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Tel: 01359 232854

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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>	Leisure & Environment Committee
<b>2. Name and position of main contact</b>	Paula Gladwell – Deputy Clerk
<b>3. Applicant contact details (phone number, email and address)</b>	01359 232854
<b>4. Type of organisation</b>  <b>If a charity, please provide registration number</b>	Committee of Thurston PC
<b>5. Is the organisation able to reclaim VAT?</b>	Yes
<b>6. Location of project</b>	Woodland Close
<b>7. Summary of the project proposal</b>	<p>Replacement of existing public bench which has deteriorating wooden slats and a dedication plaque to a previous parish council clerk.</p> <p>The new bench would be of a similar design, made of a recycled plastic to ensure future maintenance or replacement is reduced.</p> <p>The intention would be to re-site the plaque on the new bench.</p>
<b>8. Estimated project cost</b>	<p>£609.99 + vat Bench</p> <p>£100.00 installation</p> <p>£200.00 removal of old bench and associated concrete</p>

<p><b>9. Detail of additional sources of funding available</b></p>	<p>None</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>The replacement of the bench fulfils the duty to spend on replacing and improving infrastructure</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>N/A</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>The public bench has an impact on the identity and use of a public space creating a place for people to rest, contemplate in solitude or encourage interaction. The replacement of an old and deteriorating bench will improve the area for the use of all.</p>
<p><b>13. What evidence is there of support from the community</b></p>	<p>Public support for additional or replacement benches was sought via an article in the Newsletter. The replacement of this bench was requested as a result of the article.</p>

<p><b>14. Approximately how many of those who will benefit from the project are Thurston parishioners?</b></p>	<p>This bench will be available to all residents.</p>
<p><b>15. Proposed timescales for the project</b></p>	<p>One month from point of order</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>None</p>
<p><b>17. If the organisation is not in the public sector please provide details of the organisation's finances.</b></p>	<p>n/a</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>No</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: P Gladwell

Organisation: Thurston Parish Council

Date: 13 December 2023

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

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

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

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