

SNETTISHAM PARISH COUNCIL – POLICIES

Protocol for the Use of CIL Money

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I Introduction

Community Infrastructure Levy gives funding to SPC from new developments in the Village. Such funding has to be spent on specific infrastructure projects, legally prescribed. It has to be spent within five years of receipt, after which BCKLWN may require it to be returned. As Snettisham has a Neighbourhood Plan in force, the Parish receives 25% (uncapped) of the total CIL payment¹.

A separate form outlining receipts and expenditure is required in the Parish Accounts each year; this must be made available on the website.

All CIL money available is to be separated from the standard reserves by being shown on annual and monthly budget reporting as a separate item, effectively a “ring-fenced” reserve.

II Priorities

Expenditure shall be prioritised to those projects which meet the following criteria:

1. Improve safety for residents
2. Have a long-term impact
3. Benefit all residents
4. Improve the built and rural environment
5. Contribute to improvements in the health of the Community
6. Benefit community cohesion
7. Mitigate the effects of development

III Use by other groups

¹ It is therefore vital that the Village continues to have such a Plan – this requires work to ensure this begins no later than 3 years prior to the expiry of any such Plan.

Money does not have to be spent by the Parish Council directly; it can be donated to other organisations providing:

- The organisation can show approved accounts to the satisfaction of SPC;
- The expenditure is only on items which SPC would be allowed to fund with CIL;
- Expenditure must be budgeted, quoted or tendered, and paid as if it were a PC project²;
- Expenditure by SPC is at least matched by the organisation itself, including other grants and donations received;
- A formal agreement with SPC is signed, outlining the criteria for a successful project, arrangements for monitoring of the construction/purchase, the terms of ownership, and future maintenance responsibilities;
- Any monitoring by SPC shall be by a group of at least three councillors;
- SPC must agree that the project has been satisfactorily completed before final payment is made³.

IV Expenditure outside usual areas

In the event that SPC (or a partner organisation as above) wishes to spend CIL receipts on an item not listed on the BCKLWN approved list⁴, written agreement with the CIL officer shall be obtained, prior to the start of a project, as a guarantee that such expenditure is acceptable.

V Allowed areas for spending

As of 19/7/2019, BCKLWN website shows the following as approved areas for Parish expenditure:

Examples of Infrastructure items which can be provided or maintained by Parish Councils (not exhaustive)

Infrastructure Type

Allotments
 Burial Grounds; cemeteries and crematoria
 Bins
 Bus Shelters
 Clock
 Commons and Common Pastures
 Conference Facilities
 Community Centres

Crime Prevention
 Drainage

CIL Uses

Provision of allotments
 Maintain monuments and memorials

 Provision of litter bins
 Provision of bus shelters
 Provide public clock
 Inclosure, regulation and management and provision of common pasture
 Provision of conference facilities
 Provide and equip building for use of clubs (sport/social/educational);
 Acquire, provide and furnish community building
 Spend money on crime prevention
 Deal with ponds and ditches

² i.e. would be in agreement with SPC Standing Orders and Financial Regulations.

³ Part payment may be agreed in advance, providing that if the project as completed does not meet SPC terms and conditions, any money given shall be returned.

⁴ Listed here, but should be taken as the list prevailing at the time, as available from BCKLWN.

Highways	Repair and maintain public footpaths and bridleways Lighting for roads and public places Provide parking places for vehicles, bikes, and motorbikes Provide roadside seats and shelters Provide certain traffic signs and other notices Plant trees and maintain roadside verges Traffic calming – powers to contribute financially to such schemes
Open Space	Acquire and maintain land for open spaces
Public Buildings and Village Hall	Acquire and provide buildings for public meetings and assemblies
Public Toilets	Provide public toilets (does not include employee wages)
Recreation	Acquire land for recreation grounds; public walks; pleasure grounds, manage and control them. Provision of boating pools
War Memorials	Maintain, repair, protect and adopt war memorials

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