



GISLINGHAM PARISH COUNCIL

CIL (Community Infrastructure Levy) GRANTS APPLICATION POLICY

Definition

- ✓ A CIL Grant is awarded for a particular defined purpose.
- ✓ A CIL Grant is awarded for local Parish activities or to benefit All Residents.

Aim

Gislingham Parish Council welcomes requests for CIL Monies from a variety of organisations and the aim of the Policy is to encourage and support activities and projects which will benefit the Parish and Residents of Gislingham. Recipients will be local organisations, but one of the most important restrictions is that CIL Monies cannot be made to an individual for their own use, no matter what use and how good a cause that use may be (e.g. sponsorship for studying exchanges).

Requirements for CIL

Organisations or Community Groups wishing to be considered for CIL Monies should write/email the Parish Clerk and include the following information. The Parish Clerk will email the application an Application Form which will be considered by the Full Parish Council. CIL is not available to fund individuals or commercial entities.

- Amount of the application
- Purpose of the funding
- Breakdown of costs and any funds already raised
- How the project will benefit the residents of Gislingham
- Latest Financial Accounts/Financial Statement
- Approvals will depend on sufficient funds being made available within the overall CIL Budget

Source of Funding

Any CIL Applications made are funded directly from CIL Monies.

Policy

- Any Grant made by the Parish Council must benefit the Parish of Gislingham and Residents.
- CIL Monies cannot be made to fund Political activities.

- All proposed expenditure must be detailed in the Parish Council's Annual Budget.
- The organisation making a CIL Monies request should be a non-profit making voluntary organisation where membership is open (i.e. no discrimination of membership on grounds of sex, race, religion etc.)

Applications

- All applications for CIL Monies shall be made in writing or email to the Parish Clerk who shall arrange for those applications which meet the Council's criteria and receipt of a completed CIL Application form to be considered at the earliest date of a Scheduled Parish Council Meeting.
- CIL Money Applications cannot be awarded retrospective (after the project has been completed).

Conditions

The Parish Council will assess CIL Applications with particular reference to the number of Residents likely to benefit, or whether any particular category of Residents would receive specific benefit (e.g. children, the elderly, persons with any form of disability etc).

CIL Monies are to only be used for the **Original Application** when Pro Forma invoices have been submitted to the Parish Council for consideration.

CIL Monies need to be utilised within a **2 year time frame** upon confirmation in the Minutes of a Parish Council Meeting. If this is not met then CIL Monies will need be returned to the Parish Council, unless there is a good reason and the Parish Council are aware of the circumstances and have discussed and approved an extension.

Notes

- The Parish Council's decision on any CIL Application is final and there is no right of appeal.
- The Parish Council reserves the right to decline any CIL Application without giving reasons for its decision.
- The Council will not commit to any continuing expenditure.
- Where a Member of the Parish Council is a member of a group/organisation applying for funding, that Member must declare, in accordance with its Code of Conduct, an interest in the matter and refrain from Voting.
- Advice may be sought from the Parish Clerk.
- Please refer to Appendix A (attached to this Policy)

Signed: *JBell* **Chair**

Approved by Gislingham Parish Council on 20th February 2023

Date of next review February 2025