

# Tandridge Local Plan

TDC CIL guidance note - 8  
Parish and Village Councils



February 2020

## Summary

The Community Infrastructure Levy allows local authorities to raise monies from development for the provision of infrastructure in and around their areas or strategic cross boundary infrastructure projects where several local authorities contribute. A CIL charge is non-negotiable; however, there are exemptions for some types of development such as affordable housing, self-build, self-build extension or annex and charitable relief. Tandridge District Council adopted the CIL charge on 24<sup>th</sup> June 2014 and CIL came into effect from the 1<sup>st</sup> December 2014.

Regulations require Tandridge District Council to pass a proportion of CIL receipts collected from developments in their areas directly to Parish or Village Councils to be spent on infrastructure or anything else that is concerned which address the demands that development places on an area.

The District Council will pass accumulated funds to the parish twice a year. The Council will continue to monitor CIL income and to make payments to the Parish Councils, this Guidance will be published and Parish Council clerks will be informed. The Parish or Village Council will be required to report on receipts and expenditure each year.

## Introduction

Amendment Regulations have been passed that require charging authorities (the District Council) to pass a proportion of CIL receipts to Parish or Village Councils from developments that take place in their areas. Councils are required to pass 15% of CIL receipts to relevant Parish Councils arising from developments in their areas. This rises to 25% in areas with an adopted Neighbourhood Development Plan. Previously the Government had indicated only that the sum to be transferred would be a “meaningful proportion” of CIL receipts. To prevent excessive amounts being passed on, the payments to areas without a Neighbourhood Development Plan in place will be capped to £100 per existing council tax dwelling per year. This means that a parish with 500 dwellings cannot receive over £50,000 of CIL receipts per year. Annex A sets out the maximum amount that can be passed to each parish and town council in the district.

In areas with a Neighbourhood Development Plan, the amount to be passed over will be 25% with no cap.

## How the funds must be spent

The amended Regulations state that this proportion of funds must be used *‘to support the development of the local area by funding:*

*(a) the provision, improvement, replacement, operation or maintenance of infrastructure; or*

*(b) anything else that is concerned with addressing the demands that development places on an area.'*

This is a wider definition of what the District Council can use CIL funds (restricted to infrastructure to support the development of the area). These wider spending powers allow the local community to decide what they need to help mitigate the impacts of development, for example the money can be used for open space provision, playgrounds, cycle paths, landscape, planting, etc or they can choose to contribute to larger projects funded by other bodies, such as the District or County Council.

If a parish council has failed to spend CIL funds passed to it within 5 years of receipt or has applied the funds not in accordance with the Regulations then the District Council can serve a notice on the Parish or Village Council requiring it to repay some or all of the receipts passed onto it. The District Council will be required to spend any recovered funds in the Parish or Village Council's area.

## Payment periods

The District Council may come to an agreement with a Parish or Village Council on when CIL funds may be passed to the parish council. Where no agreement is in place, the District Council must make payment in respect of CIL it receives from 1<sup>st</sup> April to 30<sup>th</sup> September in any financial year to the parish council by 28<sup>th</sup> October of that financial year and pay the CIL received from 1<sup>st</sup> October to 31<sup>st</sup> March in any financial year by the 28<sup>th</sup> April of the following financial year.

Tandridge District Council must make payments to the Parish Council for CIL payments received from 1<sup>st</sup> April to 30<sup>th</sup> September by the 28<sup>th</sup> October and CIL payment received from 1<sup>st</sup> October to 31<sup>st</sup> March by the 28<sup>th</sup> April of every year. The Council intends to pass CIL payments to the Parish Councils twice a year.

## Reporting

To ensure transparency Parish and Village Councils must publish each year their total CIL receipts; total expenditure; a summary of what the CIL was spent on; and the total amount of receipts retained at the end of the reported year from that year and previous years.

Reports can be combined with reports already produced by parish council and should be placed on their websites. A copy of the report should also be sent to the District Council no later than the end of May of each year. A reporting template, Appendix 2, has been produced so as to maintain consistency throughout.

## Appendix 1 – Maximum CIL receipts for Parish or Village Councils without an adopted Neighbourhood Development Plan can receive annually

Parish or Village Council	No. of dwellings	Max CIL/annum
Bletchingley	1375	£137,500
Burstow	1951	£195,100
Caterham on the Hill	5553	£555,300
Caterham Valley	4029	£402,900
Chaldon Village	697	£69,700
Chelsham and Farleigh	335	£33,500
Crowhurst	141	£14,100
Dormansland	1421	£142,100
Felbridge	991	£99,100
Godstone	2612	£261,200
Horne	428	£42,800
Limpsfield	25% No cap	25% No cap
Lingfield	2021	£202,100
Nutfield	1162	£116,200
Outwood	291	£29,100
Oxted	4893	£489,300
Tandridge	286	£28,600
Tatsfield	771	£77,100
Titsey parish meeting	Not applicable	Not applicable
Warlingham	3698	£369,800
Whyteleafe	2129	£212,900
Woldingham	25% No cap	25% No cap

Source: 2020 Tandridge District Council Tax Properties

Appendix 2 Spending Form	Community Infrastructure Levy Annual Report from Parish Council	Ongoing future spend commitments (inc maintenance) for projects listed in 19/20 but will be funded in future years Parish CIL
		
Please fill out the form and submit it to CIL@tandridge.gov.uk by <b>31 May 2020</b> . Alternatively, send your application form to: Case Officer (Strategy), Tandridge District Council, The Council Offices, Station Road East, Oxted, Surrey RH8 0BT.		
Parish Of		
Year from 1 April 2019 to 31 March 2020	£	
CIL Receipts		
Retained from previous years		
Expenditure on items listed below		
<b>Total Retained</b>		
<b>Summary of CIL expenditure during the year</b>		
<b>1</b>	£	
Project:		
Description:		
Expenditure:		
<b>2</b>		
Project:		
Description:		
Expenditure:		
<b>Total</b>	0	
Signed _____ Position _____		