



WOOLPIT PARISH COUNCIL

CIL GRANT AWARDING POLICY

Adopted March 2025

Reviewed March 2026

Background

Mid Suffolk District Council raises funds via the Community Infrastructure Levy (CIL) from some forms of new development, to help fund the infrastructure needed to mitigate the impacts of new development. CIL funds are used for either infrastructure of wider strategic benefit to the District or local infrastructure.

CIL is divided as follows:-

- Neighbourhood CIL is passed to parish or town councils by MSDC where the development is taking place. The amount paid to Woolpit was 15% and for planning permissions granted after the adoption of the Neighbourhood Plan in October 2022 is now 25%
- Up to 5% of CIL funds collected are retained by MSDC for the administration of CIL.
- The remaining income of CIL funds collected are retained by MSDC to fund or part fund strategic infrastructure that is needed by new housing development or other growth. These infrastructure projects should be set out in the Infrastructure Delivery Plan for the District Council. Following amendments to the CIL regulations of 2019, this portion of CIL may be spent by the relevant Councils on infrastructure projects anywhere within or outside their district to support development within the districts.

<https://www.midsuffolk.gov.uk/search?q=CIL>

Spending:

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. The CIL Regulations 2010 as amended state that the parish council must spend the CIL income they received from the District on either:

- The provision, improvement, replacement, operation or maintenance of infrastructure; or

- Anything else that is concerned with addressing the demands that development places on an 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.

These definitions allow the Parish Council and the local community to consider quite broadly what is needed to help to mitigate the impacts of development in the parish. The Parish Council will work closely with the local community and infrastructure providers to identify potential improvement schemes, encouraging and, if applicable, sponsoring applications put forward.

The Parish Council has a five-year period in which to spend CIL monies from the date received, thus funds may be accumulated to provide for major projects. All decisions involving the approval of CIL applications and disbursement of CIL payments must be made at meetings of the Full Parish Council.

CIL should be used as additional income for infrastructure and should not be seen as a subsidy to reduce the parish council precept.

Who can apply:

Applications may be made either by:

- a) The Parish Council and/or its committees.
- b) External applications from “not-for-profit” organisations.

Note:

- Applicants may include statutory infrastructure providers, state schools, community groups and registered charities.
- Applications by membership organisations must be able to demonstrate a wider community benefit.
- Because CIL is public funding, any new or improved facilities should be accessible to a range of people within the community.
- Applications must be received from the delivery organisation, rather than an individual.
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What is not eligible?:

- a) Projects which improve or benefit privately owned land or property

- b) Support for individuals or private business projects
- c) Applications by “for profit” commercial organisations
- d) Applications from regional and national organisations unless it can be clearly demonstrated that the grant would be used specifically for the residents of the parish
- e) Applications from organisations with political affiliations or those established for the purpose of forwarding a party-political agenda
- f) Projects that are ongoing revenue costs for an existing project
- g) Applications for retrospective funding will only be considered in exceptional circumstances
- h) Whilst CIL can be used to increase the capacity of existing infrastructure or to repair failing existing infrastructure, if that is necessary to support development in the locality, proposals for annual repair or maintenance are discouraged and organisations should be looking at their income stream to manage such costs.
- i) If an external organization has been granted CIL funds for a project it may not normally be considered for further funding, regardless of the project, until twelve months have elapsed since the previous award was granted.

Note: it may be determined that some projects are better funded through other funding sources.

Projects will be more likely to secure funding if they can demonstrate:

In addition to meeting the Government criteria for spend, the project should be able to show evidence of the following:

- a) Addressing impacts created by new development and growth of the village population
- b) Wider community benefit: beyond just the benefits to the organisation submitting the application.
- c) Deliverability: a clear delivery plan in place
- d) Evidence of additional resources (people or money) available from partners to complement funding
- e) Environmental and financial sustainability

How much can be applied for ?

Applications can be made for full or part funding of a project.

As it is in the interests of the whole parish to make CIL monies collected go further, applications for 100% funding are less likely to be supported. CIL funding should be the funding of last resort, with other funding sources having been considered first.

If other funding applications have been unsuccessful, please provide details within the application, including evidence that other sources of funding have been sought.

Processing of bids submitted:

The application process will be centred upon a bidding round with consideration on a quarterly basis, with submission (preferably by email) of bids by Applicants using the Application for CIL Funding form.

The bid round cycle will be as follows:

Applications will be decided at four special meetings of the full parish council held on the third Tuesday of March, June, September and December

Applications for CIL to be submitted at least two weeks (10 working days) before the meeting when it will be discussed.

Letters to be issued confirming outcome of bids to applicants

Conditions of grant:

- Parish Council support must be acknowledged as appropriate.
- Financial support can only be used for the purpose for which the grant is given.
- Grants must not be distributed to any other organisation.

Completing the application form:

Applications forms including supporting evidence should be emailed to the Clerk to the Parish Council: clerk@woolpitparishcouncil.gov.uk.

If supporting evidence is being provided that is not electronic, please send the evidence along with the CIL Application Form to: The Clerk, Mrs Peggy Fuller, 86 Forest Road, Onehouse, Stowmarket IP14 3HJ Tel: 01359 245895