



# Community Infrastructure Levy (CIL)

## Application for Funding

Completed application forms must be returned to –

Postal Applications	Electronic Applications
The Clerk Croxley Green Parish Council Council Offices Croxley Green WD3 3SU  Tel: 01923 710250	<a href="mailto:info@croxleygreen-pc.gov.uk">info@croxleygreen-pc.gov.uk</a>

**Please ensure you read the following information carefully before applying to Croxley Green Parish Council for CIL funding and you are aware of all the stipulated Terms & Conditions.**

## CRITERIA

Parish Councils are entitled to a “Neighbourhood proportion” of CIL received by the Local Authority following development. The amount of CIL received depends on whether or not the Parish Council has an adopted Neighbourhood Plan (NP). Croxley Green Parish Council, with an adopted NP receives 25% of CIL raised via development. There are very strict guidelines on how CIL may be spent. It **must** be spent on –

- 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 it.

There are typically three broad categories of infrastructure –

- **Physical infrastructure:** highways, transport links, cycleways, energy supply, water, flood alleviation, waste management.
- **Social infrastructure:** education, health, social care, emergency services, art and culture, sports halls, community halls.
- **Green infrastructure:** parks, woodlands, play areas, public open spaces.

CIL **cannot be used** for everyday expenditure or for spending on items or services which fall outside the Parish Council’s remit (whether that be by statute or Power of Competence).

**When considering a CIL application, Croxley Green Parish Council will take into account whether the Parish Council has the ‘power’ to make such a grant.**

All applicants must demonstrate that any funding provided by CIL (through the Parish Council) will be of benefit to the residents of the Parish.

## HOW TO APPLY

A comprehensive application for is included in this form. Applicants **must** include all documents requested. All applicants completing and signing this application form will be deemed to have read, understood, and agreed to the Terms & Conditions of their application.

Croxley Green Parish Council reserves the right to reject an application due to a lack of required documentation or insufficient information to support the application.

## TERMS & CONDITIONS

1. Each application will be considered fairly, on its own merits.
2. No financial assistance can be given to individuals under this Scheme.
3. No grant will be paid to, or for any commercial venture or for private gain.
4. Retrospective applications **will not** be considered, i.e where the expenditure on the project has been carried out or the event has taken place.
5. If successful, recipients must agree to provide a report to Croxley Green Parish Council outlining how the grant has been spent within 12 months of receiving the Grant.
6. Grant recipients **must** provide evidence the money has been used for the purpose stated.
7. Croxley Green Parish Council and use of CIL funds will be recognised on any materials produced and in any form of publicity (including social media) as a result of this grant.
8. The Grant can only be used for the purpose stated in the application form and Croxley Green Parish Council reserves the right to reclaim any grant not being used for the specified purpose.
9. If an applicant wishes to change the purpose of the grant, they must seek approval by writing to the Parish Council who will then consider approving the change.
10. Any previous grant made to a group or organisation may be considered when deciding a new application.
11. Where partnership funding is being sourced outside the Parish, Croxley Green Parish Council may wish to see that such funding has been secured/applied for prior to awarding a grant.
12. A copy of the organisation's constitution, most recent audited accounts and a current bank balance **must** accompany the application form as a minimum.
13. The purpose for which the grant is requested must be in the interests of Croxley Green Parish, or any part of, or all, or some of the inhabitants of Croxley Green.
14. Only Groups or Organisations within the Parish may apply for a grant.
15. Any application for CIL funding above **£3,000** will require that **3** quotes have been obtained.
16. All personal information contained within the Grant Application form will be held securely.

<b>YOUR ORGANISATION:</b>			
Name of Organisation:	Three Rivers District Council		
Primary Contact: (for this application)	Charlotte Gomes		
Position within Organisation:	Head of Leisure and Natural Infrastructure		
Primary Contact Details: (email or postal address)	<a href="mailto:charlotte.gomes@threerivers.gov.uk">charlotte.gomes@threerivers.gov.uk</a>  01923 776611		
When was it formed:	Local Authority – District Council		
Where and when does it meet?	Local Authority – District Council		
Is membership open to all? (Regardless of sex, age, ethnic origin, religion, disability or sexual orientation)	Local Authority – District Council		
Briefly describe the aims and objectives of your organisation and the usual activities/services you provide:	<p>Our Vision: “A great place to live, work and visit”</p> <p>Our Objectives:</p> <ul style="list-style-type: none"> <li>• Provide responsive and responsible local leadership</li> <li>• Expand our position as a great place to do business</li> <li>• Support and enable sustainable communities</li> <li>• Achieve net carbon zero and be climate resilient</li> </ul>		
Type of Organisation:	Business:	<input type="checkbox"/>	
	Charity:	<input type="checkbox"/>	Number:
	Community Group:	<input type="checkbox"/>	
	Other: (please specify)	<input checked="" type="checkbox"/> Local Authority – District Council	
Preferred Method of Contact:	Post: <input type="checkbox"/>	Email: <input checked="" type="checkbox"/>	Telephone: <input checked="" type="checkbox"/>

<b>FINANCE:</b>		
Amount of CIL requested:	£ 44,024.26 (based on the average of the 3 quotes)	
Please provide details of other/secured sources of funding for this Project:		
Local Authority	£	
Other Local Authority	£	
Charitable Trusts	£	
Business Community	£	
Other (please specify below)	£	
If your CIL application is for more than <b>£3,000</b> , at least <b>3</b> quotes must be provided. Please state the names of the	Please list your quotes -	
	Company	Amount
	Quote 1: Maydencroft	£ 26,821
	Quote 2: Murrils	£ 41,056.26

quoting companies (including amounts and attach copies.	Quote 3: School Renovation Company	£ 64,195.53
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**THE PROJECT:**

**To assist Croxley Green Parish Council in reaching a decision, please give a full description of the purpose for which CIL funding is required:**

*(continue on a separate sheet if required). Please include any plans/drawings/pictures necessary to support your application.*

The existing posts on The Green, Croxley Green have been damaged and knocked over, resulting in a need to replace them to prevent continued unauthorised parking and access over The Green in a number of locations. Note that the proposed locations should not impact any of the usual events taking place on The Green e.g. Croxley Revels.

It is proposed that the bollards are made of composite material, to mimic the look of wood – these will be more durable than timber posts and remain in-keeping with the environment. They will be procured and installed by an approved contractor, following the Council’s Contract Procedure Rules to ensure value for money.

The aim of these works is to provide a uniform replacement for all of the damaged and dislodged bollards, which will remain in keeping with the heritage and visual amenity of the area

Continued enforcement of unauthorised parking is a priority for the council and aims to ensure that The Green can be enjoyed and appreciated by local residents, without the blight of overrunning of the common.

**How will your project comply with CIL spending criteria?**

- **Physical infrastructure:** highways, transport links, cycleways, energy supply, water, flood alleviation, waste management.
  - The replacement and installation of bollards will prevent unwanted incursion by vehicles at key, strategic locations across The Green.
- **Green infrastructure:** parks, woodlands, play areas, public open spaces.
  - The bollards will be replaced in a composite material to mimic the look of wood. These will therefore remain in keeping with the heritage and visual amenity of the area, whilst being durable and sustainable.

**What are the main benefits of your project to the community of Croxley Green?**

Continued enforcement of unauthorised parking is a priority for the council and aims to ensure that The Green can be enjoyed and appreciated by local residents, without the blight of overrunning of the common.

The aim of these works is to provide a uniform replacement for all of the damaged and dislodged bollards, which will remain in keeping with the heritage and visual amenity of the area.

**Timeline for Project Delivery:**

Proposed Start Date: April 2025

Proposed Completion Date: May 2025

**Is there anything else you wish the Parish Council to take into account when considering your application?**

**The following locations (red lines) on The Green are proposed for the bollard replacement:**

1. In front of and adjacent to The Artichoke, The Green, Croxley Green



2. In front of and adjacent to The Coach and Horses, The Green, Croxley Green



3. Along the entrance to Croxley Guild of Sport



Blue line indicates new bollard location.

4. Along the entrance to Copthorne Road



5. Along the entrance to Elmcote Way



***Quoted costs include the retention of spare bollards so that any damaged or vandalised bollards can be easily replaced.***



**Declaration:**

The signing and submission of this CIL Grant Application form constitutes acceptance of the statements and conditions below:

**I declare that** I have read and accept the Terms and Conditions of this funding application and that I have answered all question fully and truthfully. I also declare that any grant funding will be used solely and only for the purposes outlined in this application. I have the permission of my organisation to make this grant application.

Additionally, I declare that Croxley Green Parish Council and CIL funding will be recognised on any materials produced and in any form of publicity (including social media) as a result of this grant.

My organisation, and this project is committed to working in a way which values and treats all people with respect and dignity and celebrates diversity. My organisation and this project through its practices, will ensure that no member, service user, employee or volunteer will receive less favourable treatment or suffer unlawful discrimination on the grounds of age, colour, impairment, marital status, lifestyle and culture, nationality, race gender or sexuality, or on the grounds of economic or social status.

**I understand that** Croxley Green Parish Council reserves the right to request a list of names and contact details for any members of our organisation.

Any materials produced, made, originated, developed or arising out of the provision of this grant are to be made available for use by the Parish Council if so requested.

Croxley Green Parish Council may ask for additional information at any stage of the application process. I will be required to submit details identifying how the grant funding was used, as well as receipts for all goods and services acquired with this grant, if so requested by Croxley Green Parish Council. If considered to have been inappropriately spent, Croxley Green Parish Council reserves the right to reclaim part or all of the grant funding.

The application form and supporting information will be copied and discussed at a public Parish Council meeting. Personal data that has been supplied will not be disclosed and will be held by Croxley Green Parish Council in accordance with all Data Protection Regulations in force at the time.

Signed: 

Dated: March 2025

On behalf of: Three Rivers District Council

**INFORMATION REQUIRED:**

Please ensure that the following documents are submitted with your application (accounts and bank statements must always be submitted). Failure to supply may result in your application being rejected.

Weblinks included below for the various documents	Check to confirm enclosure
Group constitution or set of rules: <a href="https://www.threerivers.gov.uk/services/your-council/council-constitution">https://www.threerivers.gov.uk/services/your-council/council-constitution</a>	<input checked="" type="checkbox"/>
Copy of the most recent/audited accounts <a href="https://www.threerivers.gov.uk/services/your-council/budgets#contentgroupsection-Statement%20of%20accounts">https://www.threerivers.gov.uk/services/your-council/budgets#contentgroupsection-Statement%20of%20accounts</a>	<input checked="" type="checkbox"/>
Copy of most recent bank account statements <a href="https://www.threerivers.gov.uk/services/your-council/budgets#contentgroupsection-Statement%20of%20accounts">https://www.threerivers.gov.uk/services/your-council/budgets#contentgroupsection-Statement%20of%20accounts</a>	<input checked="" type="checkbox"/>
Copy of your Organisation’s Safeguarding Policy (if your Organisation works with children/ young adults/vulnerable individuals).	<input checked="" type="checkbox"/>

<a href="https://cdn.threerivers.gov.uk/files/2024/03/ad74c070-aaa4-11ee-89d1-d194f4624bb7-Safeguarding%20Children%20and%20Adults%20%20policy%202023%20Final.pdf">https://cdn.threerivers.gov.uk/files/2024/03/ad74c070-aaa4-11ee-89d1-d194f4624bb7-Safeguarding%20Children%20and%20Adults%20%20policy%202023%20Final.pdf</a>	
Additional literature/brochures (where appropriate) <b>See below weblink to the Council's Corporate Framework</b>	☒
Three Quotes (if application for more than £3,000)	☒

[https://cdn.threerivers.gov.uk/files/2023/07/e5d65de0-2b85-11ee-b58c-d57613e9025f-3a64b8a0\\_2543\\_11ee\\_b921\\_39013ae96c1f\\_NEW\\_2023\\_2026\\_CORPORATE\\_FRAMEWORK.pdf](https://cdn.threerivers.gov.uk/files/2023/07/e5d65de0-2b85-11ee-b58c-d57613e9025f-3a64b8a0_2543_11ee_b921_39013ae96c1f_NEW_2023_2026_CORPORATE_FRAMEWORK.pdf)

Appendix A

Examples of “infrastructure” items which can be provided or maintained by Parish Councils (not exhaustive).

<b>Infrastructure Type</b>	<b>CIL Uses</b>
<b>Allotments</b>	<ul style="list-style-type: none"> <li>• Provision of Allotments</li> </ul>
<b>Burial Grounds/Cemeteries</b>	<ul style="list-style-type: none"> <li>• Maintain monuments and memorials</li> </ul>
<b>Bins</b>	<ul style="list-style-type: none"> <li>• Provision of litter/dog bins</li> </ul>
<b>Bus Shelters</b>	<ul style="list-style-type: none"> <li>• Provision of bus shelters</li> </ul>
<b>Clocks</b>	<ul style="list-style-type: none"> <li>• Provision of public clocks</li> </ul>
<b>Commons &amp; Common Pastures</b>	<ul style="list-style-type: none"> <li>• Inclosure, regulation and management and provision of common pasture</li> </ul>
<b>Conference Facilities</b>	<ul style="list-style-type: none"> <li>• Provision of conference facilities</li> </ul>
<b>Community Centres</b>	<ul style="list-style-type: none"> <li>• Provide and equip buildings for use of clubs (sports/social/educational)</li> <li>• Acquire, provide and furnish community buildings</li> </ul>
<b>Crime Prevention</b>	<ul style="list-style-type: none"> <li>• Spend money on crime prevention</li> </ul>
<b>Drainage</b>	<ul style="list-style-type: none"> <li>• Deals with ponds and ditches</li> </ul>
<b>Highways</b>	<ul style="list-style-type: none"> <li>• Repair and maintain public footpaths and bridleways</li> <li>• Lighting for roads and public places</li> <li>• Provide parking places for vehicles, bikes and motorbikes</li> <li>• Provide roadside seats and shelters</li> <li>• Provide certain traffic signs and other notices</li> <li>• Plant trees and maintain roadside verges</li> <li>• Traffic calming – powers to contribute financially to such schemes</li> </ul>
<b>Open Spaces</b>	<ul style="list-style-type: none"> <li>• Acquire and maintain land for open spaces</li> </ul>
<b>Public Buildings and Village Halls</b>	<ul style="list-style-type: none"> <li>• Acquire and provide buildings for public meetings and assemblies</li> </ul>
<b>Public Toilets</b>	<ul style="list-style-type: none"> <li>• Provide public toilets (does not include employee wages)</li> </ul>
<b>Recreation</b>	<ul style="list-style-type: none"> <li>• Acquire land for recreation grounds; public walkways; pleasure grounds – manage and control them; provision of boating pools</li> </ul>
<b>War Memorials</b>	<ul style="list-style-type: none"> <li>• Maintain, repair, protect and adopt war memorials</li> </ul>