

COMMUNITY INFRASTRUCTURE LEVY

PARISH / TOWN COUNCIL PAYMENTS

(Regulation 62A)

Annual Monitoring Return

A CIL payment of £20,094.16 was received in April 2020 for development which had taken place in the parish in preceding years. No CIL payment has ever been received by the Parish Council in the past.

Knowing that a CIL payment was likely to be forthcoming (and understanding the criteria and limitations of what it could and could not be spent upon) the Parish Council had identified a suitable project and obtained a number of competitive quotes in November 2018.

The proposed project is to replace windows, doors etc at the Village Hall to improve energy efficiency etc. SDNPA officers were contacted again by the Parish Council in May 2020 and confirmation received that the CIL money can be spent on this initiative.

It is also known that there are annual reporting requirements relating to CIL funding: by 31st December each year, the Parish Council has to publish on its own website the total amount of CIL money it has received each year and what it has spent it on. It is also noted that money received should be used within five years of receipt.

The initial quotes for the work (2018) were in the range £15,140 to £21,960 but some companies identified other works that would need doing in conjunction with the project (revised insurance policy and building regulation requirements; deterioration of soffits, guttering, wooden cladding etc; internal re-tiling of window-sills, re-painting etc.) In addition, the initial quotations had been limited to the village hall, excluding the adjacent changing rooms which were built at the same time and in the same materials.

It became clear that CIL funding alone would not be sufficient to fund the overall project and that a more detailed scope of works, more accurate costings and more fund-raising would be required.

The opportunity will also be taken to replace one large (floor to ceiling) window near the southern corner of the hall which was a source of flooding into the hall some years ago. The lower part of the window will be bricked up and a normal-sized window inserted above.

Updated quotes were sought from each of the three initial companies in May 2020 and yielded a range of estimates from £21,480 to £41,172 (including vat). There was some uncertainty as to whether or not the quotations were directly comparable and so it was agreed to initiate a more detailed exercise.

More detailed inspections and re-specification work commenced during the Coronavirus pandemic in June 2020 and it soon became clear that additional options should also be explored as part of the process: the scale and nature of the project needed to be reconfigured. It was felt that the removal of soffit boards was likely to reveal timber rot issues at the perimeters and deterioration of the low-level roof felt. Professional advice suggested that some layers of tiles should be removed to address both rotten timber and replace felt prior to replacing the existing (deteriorating) soffit boards.

Potential options emerging were as follows:

1) Approach the market for the following glazing and door options and prices (all hardware and mechanisms to be current with building regulation requirements):

- Option 1: new dual coloured double glazing throughout (UPVC); new exterior doors throughout (timber and aluminium); replacement of decorative facade panelling (UPVC);
- Option 2: making good existing glazing (glass repair, seal repair, hinge-latch repair / replacement & painting); new exterior doors throughout (timber and aluminium); making good existing decorative facade panelling

2) Approach the market for making good existing roofing which should include for: scaffolding; removal of roof tiles; repair of all necessary timbers; replacement of roofing felt up to 3 - 4 tiles deep at perimeters; repair / replacement where required of soffit and fascia boards; repair and or replacement of gable end frame work (north and south); repair of guttering and drainage pipes; painting and decoration; site clearance.

Additional works on the project may also include:

- removal and re-instatement of electrical items
- emergency stair escape replacement
- painting / tiling and making good of interior spaces once doors and windows are replaced.

Unfortunately the second Covid lockdown period (November 2020) has prevented a series of site meetings with four prospective contractors which had been arranged to help refine the project brief(s), remove ambiguity and ensure a level playing field for tenders. These will now be re-arranged in 2021 when safe and convenient to do so.

It was already recognised that it was unlikely that the Parish Council would be able to afford all this work at the same time but with quotations for each component (and each option) it should be possible to identify priorities, draw up a procurement/execution strategy and make plans for future years (including raising more funding as required).

Unfortunately the Pandemic has also had significant adverse effects on levels of income at the village hall during 2020 (and, potentially, beyond). The budget forecast at the beginning of the year was for a £7,000 surplus of income over expenditure and this was due to be added to the CIL funds and put towards the costs of this work. However, even with grants received during the year, it is unlikely that income will exceed expenditure and so no contribution to reserves is currently envisaged. It is also unclear whether all 'normal' activities and bookings will be able to return to the hall during 2021 and, at present, no surplus of revenue over expenditure is envisaged. This loss of income and contributions to reserves will, inevitably, delay implementation of the project.

With the prospect of further development in the parish in the not-too-distant future (the Local Plan allocation site on Greenway Lane) it is likely that more CIL funding will be forthcoming. The implementation of the work at the village hall may now be dependent on that additional funding and may need to wait some time.

At present none of the CIL received in April 2020 (£20,094.16) has been spent and all remains unspent in an ear-marked reserve within the Parish Council's accounts.