**Application Form for CIL funding**

**Introduction**

The Parish Council may spend its CIL funds on providing or improving infrastructure, operation, replacement and maintenance and anything else that is concerned with addressing the demands that development places on our area, either directly, through other bodies or persons.

As the focus is on the provision of infrastructure, it is more likely that projects requiring initial funds that are of capital nature will be preferred, rather than those which would need ongoing funding. The council cannot spend CIL funds on supporting operating expenditures of groups and organisations, but limited funds may be available through Grants.

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| --- | --- | --- | --- |
| **No.** | **Question.** | **Response** | |
| 1. | Name of person / Organisation applying | Ceri Richardson on behalf of Sunninghill & Ascot Parish Council | |
| 2. | Name and full contact details of the person making the application. (including email) | Ceri Richardson, ceri.richardson@s-a-pc.com | |
| 3. | Details of the project for which CIL funding is sought and why it is needed.  *with approximate start and completion dates* | There is currently no/limited secure bicycle storage or bike maintenance facilities at South Ascot Recreation Ground, Victory Fields or Cheapside Play Park.  The Parish Council has set up a Cycling & Walking Working Group with the aim of enabling & encouraging more people to cycle within the parish. Without secure bike storage at any of the parks in the Parish, there is no where for Parishioners to lock their bikes whilst at the parks. A bike maintenance stand puts tools where people need them, offering free facilities for people to make repairs to their bikes. | |
| 4. | Please indicate how your project will benefit the community, both in the short and long term, and whether the project is aimed at particular age group(s) or sections of community.  What will be the impact of the benefits on the community? | By having secure bike storage, we are enabling Parishioners to cycle to our parks. The bike maintenance stands will enable Parishioners to make simple repairs to their bikes which in turn means they can continue to cycle.  Cycling instead of driving to the parks will mean fewer cars on the road so less congestion & pollution as well as a safer environment for cyclists and pedestrians.  By encouraging cycling, physical activity is being promoting with has numerous health benefits, including mental health benefits.  The project has long term benefits for the parish and is not aimed at a particular age group or section of the community. | |
| 5. | Please provide any details/ evidence of people and organisations who are supportive of the project. | The Walking & Cycling Working Group with Sunningdale Parish Council has identified additional secure cycle parking as one of the areas missing in their gap analysis.  The Parish benefits from being very compact. Most parishoners live within a 10 minute cycle ride of all three of the Parish’s Recreation Grounds; and within 5 minutes of at least one recreation ground[[1]](#footnote-1). Improving cycling facilities to encourage short car journeys to more active modes is aligned with central government policy.  RBWM has already invested in improving facilities that support active travel, such as changes to the forecourt at Maidenhead Station, but they acknowledge there is more to be done. The RBWM is starting a ‘Big Conversation’ in August to engage the public on active travel within the Borough. | |
| 6. | Will the project contribute to delivering with the Councils objectives as set out in the Parish Plan and the Ascot, Sunninghill and Sunningdale Neighbourhood Plan? | One of the key challenges identified in the Parish Plan was to mitigate the issues of traffic & parking.  The parish plan states that parks will have enhanced facilities. The Parish Plan will continue to lobby RBWM to make the Ascot area a zero emissions zone. The Plan also talks about further actions that can be taken to reduce the carbon emission in areas within our control or influence.  Section 6.5.2 of the Neighbourhood Plan states “better facilities for cyclists also featured in the free text responses to consultations”.  Secure cycle parking & bike maintenance stands at all Parish parks positively contributes towards these objectives. | |
| **No.** | **Question.** | **Response** | |
| 7. | What is the environmental benefit of the project? Are there other environment impacts? | Cycling to our parks instead of driving will mean less congestion on the roads making them safer for cyclists and pedestrians. Fewer cars on the road will mean reduced pollution so improved air quality.  Fewer cars on the roads also makes the Parish a nicer place to be. | |
| 8. | What is the anticipated project cost? | Indicative costs are £50 (inc VAT) per Sheffield Stand. Installation costs also need to be factored in; indicative costs are £174 per Sheffield Stand.  Indicative costs for bike maintenance stands are £595 (inc VAT) per stand.  A full site survey would need to be completed prior to engaging a contractor for this work, however, I would anticipate that a minimum of 3 Sheffield Stands and 1 bike maintenance stand be installed in each park. Indicative costs are £2757 | |
| 9. | What is the amount of CIL Funding sought, and the approximate date it will be needed? *[Where appropriate we may wish to agree staged payments]* | £2757 – the full amount of the project.  Payment schedule to be agreed with contractor |
| 10. | What project costs are included in the funding request? [*Studies, design / supervision fees, construction costs].* | Purchase and installation of equipment |
| 11. | Have any of these stages been started / completed, and if so, is the cost of completed work included in the funding requested? *[If yes please provide details].* | No work has been commenced to date. |
| 12. | If the funds requested are less than the project cost, please provide the details of the organisation[s] who will provide the additional funding, the amount, status of funding and evidence of their support | N/A |
| 13. | Is the organisation applying for the funds VAT registered? | No |

A COPY OF THE ORGANISATIONS LATEST ACCOUNTS MUST BE SUBMITTED WITH THE APPLICATION

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Role/Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Data Protection: Your details will be used by Sunninghill & Ascot Parish Council to contact you about your CIL Application only, unless you advise us that you would like to receive additional communications. At any time, you can request to no longer receive the communications you have consented to receive and/or request your details be deleted from our systems.

**Office use only:**

Application Received on \_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_/\_\_\_\_\_

Is the project eligible for CIL funding? \_\_\_\_\_\_\_\_\_/

Have all the questions been answered satisfactorily?

Application acknowledged \_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_

Officer initials \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Council meeting at which shortlisted application will be considered. \_\_\_\_\_/\_\_\_\_\_\_\_\_\_/\_\_\_\_

**Appendix One**

**10 minute cycle from parks:**

Map

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**5 minute cycle from parks:**

Map

Description automatically generated

Map

Description automatically generated

Map

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**Notes on Completion of CIL Funding Application**

Our Parish Council receives Community Infrastructure funds from qualifying developments in our parish. The Council may spend this money on providing or improving infrastructure, operation, replacement and maintenance and anything else that is concerned with addressing the demands that development places on our area, either directly or through other bodies or persons.

As the focus is on the provision of infrastructure, it is more likely that projects requiring initial funds that are of Capital nature will be preferred rather than those which would need ongoing funding.

Applications for CIL funding of eligible projects are invited from individuals or community groups.   
  
Those wishing to apply must complete this application form in full. The answer boxes will expand to cover your answers if competing electronically. Alternatively, use supplementary pages where necessary and attach. The more information provided the easier it will be to evaluate the proposal.

Forms which do not provide all the required information will be rejected and not considered

Completed forms should be sent to:

Clerk of Sunninghill and Ascot Parish Council

The Courtyard (Ascot Racecourse)  
High Street, Ascot  
Berkshire SL5 7JF

Telephone: 01344 623480

Email: [enquiries@s-a-pc.com](mailto:enquiries@s-a-pc.com)

Our council’s CIL Policy and Procedure sets out the process by which all funding applications are assessed and ranked, shortlists compiled, community support sought and decisions made. Copy available on website or on application.

As well as inviting applications from local community groups or individuals we will be liaising with the Borough and with Sunningdale Parish Council to identify possible projects of benefit to our community for joint funding,

Using the information provided in the application forms, the projects are reviewed and ranked against agreed criteria by the Council’s CIL working party and a shortlist of the projects that score well is drawn up. The working party then selects the projects that will go forward to the full parish council meetings in April and October for discussion / ratification.   
Final lists aren’t based on the ranking of funding requests alone. It is important that the selected projects cover a range of project types and sizes, which when considered together, deliver maximum benefit across all sections of our community, and have community support.

The project assessment criteria include:

* Alignment with our neighbourhood and parish plan objectives.
* Evidence of need.
* High community and environmental benefit
* Long term benefit
* Part funding provided by the applicant / other organisations
* Projects requiring ongoing funding will be less favoured.

**Project Procurement / delivery**

We will need to receive a copy of the applicant’s latest accounts (where appropriate) and evidence that all the applicant’s and third-party funds are in place before granting the agreed CIL funds.

As the CIL funding comes from the public purse all approved projects must follow our parish council’s financial procurement procedures, whether or not the Council is managing the project tendering and delivery.

1. Appendix 1 [↑](#footnote-ref-1)