

TANDRIDGE DISTRICT COUNCIL

CIL WORKING GROUP

Minutes of the meeting of the Working Group held in the Council Chamber, Council Offices, Station Road East, Oxted on the 8th November 2021 at 6.30pm.

PRESENT: Councillors Blackwell, Bloore, Botten, Bourne, Flower, Gaffney, Hammond, Langton, Lockwood and Pursehouse.

1. ELECTION OF CHAIR FOR THE REMAINDER OF 2021/22

Councillors Bourne and Pursehouse were nominated. Upon being put to the vote, Councillor Bourne was elected Chair of the Working Group for the remainder of 2021/22.

2. DECLARATIONS OF INTEREST

Members declared interests as follows:

Councillor Blackwell declared that she had been appointed by the Council to the Friends of Limpsfield Common (outside body) but had not been invited to a meeting for over two years and was not involved in the Limpsfield Common access and improvement project.

Councillor Bloore declared that he was a member of Warlingham Parish Council and withdrew from the vote on the Warlingham Green improvement project.

Councillor Gaffney declared that she was a Valley Ward Member but had not been involved in the Croydon Road, Caterham regeneration project, although she had attended meetings in her capacity as a local Councillor to receive updates about the initiative.

Councillor Langton declared that he was a volunteer member of the Friends of Limpsfield Common. He contributed to the discussion about the access and infrastructure project but did not vote.

Councillor Pursehouse declared that he was a member of both Warlingham Parish Council and the Warlingham Green improvement project team. He left the Chamber for the discussion and voting on that bid.

3. APPLICATIONS FOR CIL FUNDS

The Group had been provided with written copies of the completed application forms and officer assessments in respect of five CIL applications, i.e.:

Project (applicant shown in brackets) in order of application number	CIL requested	Original Officer ranking
Warlingham Green improvement project – phase 1 (Warlingham Parish Council)	£491,355	4
Limpsfield Common access and infrastructure project (Friends of Limpsfield Common)	£71,032	3
A25 Westerham Road signalised pedestrian crossing and traffic calming measures (Surrey County Council Highways)	£75,000	2
Croydon Road, Caterham regeneration (Tandridge District Council)	£950,000	1
Barn100 – improvements to the Barn Theatre, Oxted (Oxted & Limpsfield Barn Theatre)	£162,500	5
Total CIL requested	£1,749,887	
CIL funding available	£3,097,014	

Representatives of each organisation gave short presentations about their bids and responded to Members' questions.

Following the presentations, the Group discussed the merits of the bids and whether they should be supported in full, in part, or not at all. The key points to emerge were:

Warlingham Green improvement project – phase 1

The Group recommended that the bid should be approved in full. However, concerns were expressed at the imposition, by Surrey Highways, of a 12% supervisory charge which amounted to £37,120. It was agreed that representations should be submitted to the County Council arguing that such charges were unreasonable.

Limpsfield Common access and infrastructure project

It became apparent that the proposed works were phase 1 of a larger project, funding for which had not yet been sourced. Only 1.5% of match funding (£1,100 for a children's trail) had been raised for this phase, with the required CIL contribution now amounting to 98.5% which reduced both the 'match funding' assessment score, and the project's relative ranking (from 4th to 5th). However, this was partly offset by a higher rating for 'value for money' given the Group's wish to take the volunteering aspect and role of the National Trust into account. As such, the bid still scored well, and the Group recommended full payment, subject to the project being completed within two years of the commencement date.

A25 Westerham Road signalised pedestrian crossing and traffic calming measures

The bid was poorly received as Members argued that Surrey County Council (SCC) should not be relying on CIL funding to expedite the installation of the pedestrian crossing. Nevertheless, the need to prioritise the road safety of (Limpsfield Infant) school children was considered paramount and the Group concluded that the bid should be supported in full to enable the crossing to be installed at the earliest opportunity. It was, however, agreed that a letter (with cross-party support) be sent to the SCC to express the District Council's concerns.

Croydon Road, Caterham regeneration

The Group recommended that the bid should be approved in full.

Barn100 – improvements to the Barn Theatre, Oxted

The Group questioned the extent to which the bid met strategic infrastructure criteria. A partial award of £50,000 was, however, recommended in recognition of the value of this unique community facility to the District. Members also suggested that officers provide feedback to the Barn Theatre's project team concerning the bid.

Regarding the general aspects of the CIL bidding process, the Group considered that applicants should be encouraged, where practicable, to hire Tandridge based contractors for the delivery of projects. However, Members also acknowledged the need to balance value for money aspects against the desire to support the local economy.

Updated officer assessment schedules, reflecting the recommended awards and the Working Group comments, are attached at Appendices A to E to these minutes. i.e.:

- Appendix A - Warlingham Green project
- Appendix B - Limpsfield Common project (including revised assessment score)
- Appendix C - A25 Limpsfield pedestrian crossing etc
- Appendix D - Croydon Road, Caterham regeneration
- Appendix E - Barn Theatre improvements

RECOMMENDED – that the following be ratified by the Strategy & Resources Committee:

A. awards of CIL be made as follows:

Project	Award	Revised ranking
Warlingham Green improvement project – phase 1	£491,355	3
Limpsfield Common access and infrastructure project	£71,032 ¹	4
A25 Westerham Road traffic calming / road safety initiatives	£75,000	2
Croydon Road, Caterham regeneration	£950,000	1
Barn100 – improvements to the Barn Theatre, Oxted	£50,000	5
Total CIL grant awarded	£1,637,387	
Balance available for future allocations	£1,459,627	

Note 1: subject to the Limpsfield Common access and infrastructure project being completed within 2 years of the commencement date.

- B. representations be submitted to Surrey County Council's Executive Director of Customer and Communities expressing concern at the imposition of the Surrey Highways 12% supervisory charge for the Warlingham Green improvement project (£37,120);
- C. regarding the A25 (Limpsfield) traffic calming project, a letter be written to SCC, endorsed by all four Political Group Leaders, explaining Members' reservations about the nature of the bid and the reliance upon CIL funding to expedite the signalised pedestrian crossing but that, nevertheless, the application would be approved in the interests of children's safety;
- D. an advisory note be attached to all CIL decision notices encouraging the use of contractors from within the District wherever practicable.

Rising: 9.15 p.m.