

# Thurston Parish Council

Parish Council Office  
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Thurston IP31 3TG

Tel: 01359 232854

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## APPLICATION FOR CIL FUNDING

A proportion of CIL payments collected by Mid Suffolk District Council are passed on to the Parish or Town Council in which development is taking place.

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.

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.

Any CIL monies due to the Parish Council are confirmed by Mid Suffolk District Council at six monthly intervals in March and September with funds being paid to Thurston Parish Council in April and October.

Please read the Thurston Parish Council CIL funding application form guidance notes before completing this form. To discuss a potential project, or for further guidance, please contact the Parish Clerk at [clerk@thurstonparishcouncil.gov.uk](mailto:clerk@thurstonparishcouncil.gov.uk) on 01359 232854.

Please note that if an external organisation has been granted CIL funds for a project it may not apply for further CIL funding, regardless of the project, until twelve months have elapsed since the previous award was granted.

### Processing of bids submitted:

The application process will be centered upon a bidding round with consideration on a twice-yearly basis, with submission (preferably by email) of bids by applicants using the form below. The twice-yearly bid round cycle will be as follows:

Bid Round 1 for the year	By 31 <sup>st</sup> May - Applications for CIL to be submitted By 30 <sup>th</sup> June - Bids to be validated and assessed against policy criteria July - Bids to be considered by full Council at Parish Council Meeting August - Letters to be issued confirming outcome of bids to applicants
Bid Round 2 for the year	By 31 <sup>st</sup> December - Applications for CIL to be submitted By 31 <sup>st</sup> January (year following) - Bids to be validated and assessed against policy criteria February - Bids to be considered by full Council at Parish Council Meeting March - Letters to be issued confirming outcome of bids to applicants

Please return completed application forms and supporting information to:  
[clerk@thurstonparishcouncil.gov.uk](mailto:clerk@thurstonparishcouncil.gov.uk).

# THURSTON Parish Council CIL Funding Application Form

<b>1. Applicant organisation</b>	Thurston Parish Council
<b>2. Name and position of main contact</b>	Paula Gladwell – Deputy Clerk
<b>3. Applicant contact details (phone number, email and address)</b>	01359 232854
<b>4. Type of organisation</b>  <b>If a charity, please provide registration number</b>	Parish Council
<b>5. Is the organisation able to reclaim VAT?</b>	Yes
<b>6. Location of project</b>	The Sports Pavilion, Recreation Ground, Church Road, Thurston
<b>7. Summary of the project proposal</b>	<p>The project is intended to improve the hirer experience and to provide an improved space for community use with the replacement of outdated equipment in the kitchen, new tables, safety trolley and chairs together with refurbishment of the changing rooms and toilet facilities.</p> <p>New toilet cubicles will be added to the changing rooms to enable sports teams to have their own facilities. The existing shower in the referee/officials room will be replaced and a toilet installed, with the aim that this room also provides a baby change facility. The existing gents toilets will be reconfigured to provide two separate unisex toilets to enable the existing disabled toilet to then be exclusively for disabled use.</p> <p>Improvements will be made to the internal decoration of the building and to the existing veranda and balustrade. The existing lighting will be upgraded to LED.</p>
<b>8. Estimated project cost</b>	£46,612
<b>9. Detail of additional sources of funding available</b>	None

<p><b>10. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding?</b></p>	<p>Application has been made to Mid Suffolk District Council Community Grant for £20,000. They have confirmed that the application meets the criteria however we are awaiting full confirmation of any award.</p> <p>Application has been made for S106 funds for £16,612 this pending a decision.</p> <p>CIL funding is sought for a minimum of £10,000 in the event that the other applications are successful and a maximum of £25,000 if the S106 bid should fail.</p>
<p><b>11. Please indicate whether the organisation has previously received CIL of other funding sources from Thurston Parish Council and/or Mid Suffolk District Council. If yes, please provide details.</b></p>	<p>NA</p>
<p><b>12. How does the project help address the demands of development in the area. What evidence is there to support this?</b></p>	<p>The Parish Council is keen to ensure that we explore all measures to achieve one of the objectives of the NDP which is to “encourage the uptake of sports/fitness/leisure/wellbeing activities in the village by providing facilities that are open to all to use”, including those living and working in the wider area.</p> <p>The Parish Council is keen to explore master-planning for any potential use of this area to ensure we are able to fulfil this identified priority.</p>
<p><b>13. What evidence is there of support from the community</b></p>	<p>There is a large capacity for additional groups to use the facility and additional income would help to keep the pavilion financially viable.</p> <p>The potential for future community and sports club users to fill the days the pavilion is vacant is extensive. The building can accommodate up to 30 people seated, for two sessions per weekday and could provide usage for up to 300 people.</p> <p>Thurston Football Club will have a facility that meets the FA criteria for playing at a higher level and the pavilion will attract women’s and youth teams to the sports provision.</p>
<p><b>14. Approximately how many of those who will benefit from the project are Thurston parishioners?</b></p>	<p>The Sports Pavilion is used by Thurston Football Club and the meeting room and kitchen is hired out for various village groups. The project will benefit all existing users, who use the facility approximately every other weekend and two weekday mornings.</p> <p>The project will expand and open up the options for community use and provide a much improved space for small groups and sports teams to use.</p> <p>The majority of additional usage is expected to come from Thurston residents and local groups.</p>

<b>15. Proposed timescales for the project</b>	July – August 2025
<b>16. Is there a related revenue spend (i.e. day-to-day running costs) associated with the project? How will this be addressed?</b>	None
<b>17. If the organisation is not in the public sector please provide details of the organisation's finances.</b>	NA
<b>18. Do you need planning permission to carry out the works? If planning permission is required is it in place to carry out the works? If so, please provide the application number</b>	No

## Declaration

When you have completed the application, please sign this declaration and submit the application form as directed.

To the best of my knowledge the information I have provided on this application form is correct.

If Thurston Parish Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform Thurston Parish Council of any material changes to the proposals set out above.

When requested, I agree to provide Thurston Parish Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project.

I recognise the Parish Council's statutory rights as the designated provider of these CIL funds, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Thurston Parish Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Parish Council's filing system and summarised in the Council's accounting system for the sole purpose of fund processing, analysis and accounting.

Information about the project may be publicised on Thurston Parish Council's website and in public material for publicity purposes. Personal data will not be disclosed without any prior agreement of those concerned, unless required by law.

For further information on the Council's privacy policy, please visit:

<https://thurstonparishcouncil.uk/home/privacy>

Signed: P Gladwell

Organisation: Thurston Parish Council

Date: 20 June 2025

All organisations involved with the application will need to sign and date the form.

Signed: \_\_\_\_\_

Organisation: \_\_\_\_\_

Date: \_\_\_\_\_