

**Notes from the Community Infrastructure Levy (CIL) Working Party Meeting
held at Roffey Millennium Hall on Friday 25th October 2024 at 10am**

In attendance:-

Cllr. R Knight - representing the Property Committee
Cllr. D. Searle - representing the Planning, Environment and Transport Committee
Cllr. J Smithurst - representing the Finance and Administration Committee

Clerk - Sarah Norman; Deputy Clerk - Lisa Underwood

1. Elect a Chairman

Cllr. Knight was elected as the Chairman for the Meeting.

2. Apologies

There were no apologies.

3. To receive and accept the Notes of the last meeting on 26th April 2024

The Notes as previously circulated were accepted.

4. Income and Expenditure - to receive an update including possible future receipts

Members **NOTED** that, after all expenditure to date and accounting for the £5,000 initial contribution to the outdoor gym equipment, CIL money remaining available was £7,514.17.

5. Receive an update on projects already agreed

There were no projects currently pending.

6. To consider any potential future projects

Members received the recommendation from the Property Committee Meeting held 8th August 2024 (Min. PR/029/24 (iii) refers) for the purchase of a litter bin at the side of Roffey Millennium Hall (RMH) at a cost of £195.11 plus VAT. Following discussion, it was agreed that the recommendation be accepted.

Members also discussed potential avenues for future projects and the suggestion that the 4 primary schools in the Parsh be contacted (either Headteacher or PTA) to make them aware of the availability of CIL funding and to ask that the Council be made aware of any suitable projects that could be funded - up to £2,000. It was noted that any projects would need to be extra curricula/enrichment activities, and the funds would not be used to fund educational matters.

7. To make recommendation to Council of projects to be undertaken using available funds

The Working Party **AGREED** to **RECOMMEND** to Council the following :-

- (i) expenditure of £195.11 plus VAT to purchase a bin for the side of RMH
- (ii) the 4 primary schools in the Parish be contacted to make them aware of CIL funding

8. Date of next meeting

It was **NOTED** that the next Working Party meeting would be held in April 2025 - exact date to be confirmed.

There being no other business the Meeting closed at 10.25am