

**Notes from the Community Infrastructure Levy (CIL) Working Party Meeting  
held at Roffey Millennium Hall on Thursday 30<sup>th</sup> April at 11.30am**

**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 10<sup>th</sup> December 2025**

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 £14,432.33. With regard to the outdoor gym equipment it was **AGREED** to **RECOMMEND** to Council that as no progress had been made on funding for outside gym equipment and due to the high level of costs and the potential low usage of the equipment, this sum be released for general use.

**5. Receive an update on projects already agreed**

The bike racks at RMH were installed earlier in the year and were being well used.

**6. To consider any potential future projects**

6.1 The Clerk referred to recent correspondence from a resident regarding speeding traffic in Rusper Road and that, if the PET Committee were to recommend the installation of Speed Indicator Devices (SIDs), CIL funding could be used to purchase the equipment following the necessary recommendation to Council.

6.2 Following last year's approach to all schools in the area highlighting the availability of CIL Funds for extra curricula/enrichment activities and projects, to which only Holbrook Primary School responded, it was **AGREED** to **RECOMMEND** to Council that the exercise be repeated again and this time include the Bohunt Primary School which opened in 2025 and also 4TheYouth, the local youth services provider. As before, any funding would have to be used for capital expenditure.

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

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

7.1 The £5,000 previously earmarked for outside gym equipment be released for general use

7.2 All primary schools in the Parish, together with 4TheYouth, be contacted to raise awareness of the availability of CIL Funding and invited to make a request for capital expenditure to be used for extra curricula/enrichment activities and projects.

**8. Date of next meeting**

It was **NOTED** that the next Working Party meeting would be held in October/November 2026 - exact date to be confirmed. However, if responses are received from the schools before the next scheduled date, an additional meeting may also be held.

There being no other business the Meeting closed at 12.05pm