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Date 15 April 2024

Dear Parish / Town Clerk,

**Community Infrastructure Levy (CIL) payment to Parish – April 2024**

I am writing to let you know what South Norfolk District Council has collected on behalf of the Parish / Town Councils CIL monies from CIL liable developments in the six months from 01 October 2023 to 31 March 2024. Please see the attached document which details the development(s) in question and the amount from that development(s).

Unless you tell us otherwise, the CIL funds will be credited to the respective parish bank account by the end of April 2024. **Please keep this letter to assist you with your annual CIL report.**

By way of background and detail about how the funds are to be managed we would recommend you read the guidance below.

**The CIL Levy**

On 1 May 2014 South Norfolk District Council introduced the Community Infrastructure Levy on most new developments.

The CIL Regulations require that the collecting authority (South Norfolk District Council) pass on 15% of the levy collected from liable developments in your parish to your Parish/Town Council. For those Parish/Town Councils that have adopted a Neighbourhood Plan then this percentage rises to 25% and this amount will not be subject to an annual limit. Town and

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Parish Councils without a Neighbourhood Plan have their annual allocation 'capped' at £170.09 per existing dwelling received for development during the 2024/2025 financial year.

The bulk of the levy collected is passed onto the Greater Norwich Growth Board for the provision, replacement, operation and maintenance of strategic infrastructure within the greater Norwich area.

Where a payment is due to your Council it will be made at the end of April and / or at the end of October.

### **Use of CIL funds**

The funds we are passing to you can be used for anything that is concerned with addressing the demands that development places on your locality.

The Community Infrastructure Levy Regulations 2010 (as Amended) Regulation 59C states:

A local council must use CIL receipts passed to it in accordance with regulation 59A or 59B to support the development of the local council's area, or any part of that area, by funding-

- a) The provision, improvement, replacement, operation or maintenance of infrastructure; or**
- b) Anything else that is concerned with addressing the demands that development places on an area.**

Your Council has up to 5 years to spend the funds received, after which time South Norfolk District Council as the charging authority has the right to require repayment of any unspent funds. Any returned funds will then be used by South Norfolk on infrastructure projects in the wider district.

If your Council does not wish to receive CIL funds, the funds will be used by South Norfolk for projects within the South Norfolk District.

### **Annual Reporting of CIL Expenditure**

Each year that your Parish/Town Council receives funds from the Levy, it is required to publish a report of any income and/or expenditure received either on its own web site or on the District Councils' web site. A form is attached to the end of this letter which can be used as the basis of your annual report. A copy of your report should be forwarded to me at [jeremy.burton@southnorfolkandbroadland.gov.uk](mailto:jeremy.burton@southnorfolkandbroadland.gov.uk) by 30 June, following the reporting year, in order that the CIL Infrastructure Funding Statement can be produced and published by 31 December of the reporting year. Please be aware that if your Parish/Town Council is

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VAT registered and you claim back the VAT for any CIL spend, you need to report the net spend on your annual CIL report.

If you would like advice on how we can work with you to get the best use of the funds being forwarded please contact either Julie Ringer on 01603 430606 or email [julie.ringer@southnorfolkandbroadland.gov.uk](mailto:julie.ringer@southnorfolkandbroadland.gov.uk) or Joel Pailes on 01508 533782 or email [joel.pailes@southnorfolkandbroadland.gov.uk](mailto:joel.pailes@southnorfolkandbroadland.gov.uk)

If you would like information regarding neighbourhood planning, please contact Richard Squires or Vicky West on 01508 533805 or email [neighbourhoodplans@southnorfolkandbroadland.gov.uk](mailto:neighbourhoodplans@southnorfolkandbroadland.gov.uk)

If you have any questions regarding the contents of this letter or would like any further information regarding CIL, please do not hesitate to contact me.

Yours sincerely

**Jeremy Burton**  
Community Infrastructure Levy Officer  
South Norfolk District Council

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PARISH	App No	Amount received	15% to Parish	25% to Parish	Payment made to Parish / Town Council
Ashwellthorpe and Fundenhall	2017/1240	£9,654.01	£1,448.10		£1,448.10
Aslacton	2022/1852	£1,155.70	£173.36		
Aslacton	2020/0493	£38,253.37	£5,738.01		£5,911.37
Bressingham and Fersfield	2020/1653	£11,158.94	£1,673.84		
Bressingham and Fersfield	2023/2586	£8,463.08	£1,269.46		
Bressingham and Fersfield	2023/3340	£1,768.35	£265.25		£3,208.55
Brockdish	2020/1618	£37,106.74	£5,566.01		£5,566.01
Brooke	2023/0909	£31,311.92	£4,696.79		£4,696.79
Bunwell	2017/2904	*£12,062.86	£1,501.61		
Bunwell	2018/2750	**£6,905.11	£856.89		£2,358.50
Caistor St Edmund and Bixley	2018/2232	£45,000.00	£6,750.00		£6,750.00
Carleton Rode	2022/0653	£44,412.45	£6,661.87		£6,661.87
Costessey	2023/0407	£600.00	£90.00		
Costessey	2022/0997	£1,057.64	£158.65		£248.65
Cringleford	2021/2623	£3,000.00		£750.00	
Cringleford	2021/1111	£19,284.49		£4,821.12	
Cringleford	2022/1532	£20,291.34		£5,072.84	
Cringleford	2024/0547	£3,315.66		£828.92	£11,472.88
Great Moulton	2021/1051	£18,055.06	£2,708.26		£2,708.26
Heckingham	2022/0287	£156,638.33	***£18,199.63		£18,199.63
Hingham	2023/2965	£1,647.68	£247.15		£247.15
Loddon	2022/1131	£5,662.03	£849.30		£849.30
Morley	2018/2383	£12,941.39	£1,941.21		£1,941.21
Morningthorpe and Fritton	2023/2712	£2,816.03	£422.40		£422.40
Pulham St Mary	2023/2884	£26,997.15	£4,049.57		£4,049.57

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Redenhall with Harleston	2020/2098	£1,826.58	£273.99		£273.99
Shelfanger	2022/0530	£23,539.45	£3,530.92		£3,530.92
Swardeston	2020/1869	£434.41	£65.16		
Swardeston	2023/0423	£10,954.45	£1,643.17		£1,708.33
Tivetshalls	2023/1902	£3,744.73		£936.18	£936.18
Trowse with Newton	2019/2318	£352,688.93	£52,903.34		£52,903.34
Wicklewood	2023/2895	£5,077.85	£761.68		£761.68
Wymondham	2020/0792	£22,037.66	£3,305.65		£3,305.65
Total		£939,863.39	£127,751.27	£12,409.06	£140,160.33

\* Payment includes a surcharge of £2,052.14 on which Parish payment is not applicable.

\*\* Payment includes a surcharge of £1,192.52 on which Parish payment is not applicable.

\*\*\* Parish cap for 2024 - 2025 is £18,199.63

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TIVETSHALL PARISH COUNCIL

**Community Infrastructure Levy Report:  
Income and Expenditure for the year ending 31 March 2024**

	Amount
Unspent Balance brought forward from previous years	<b>£170.20</b>

INCOME RECEIVED FROM SOUTH NORFOLK DC		
Date	Development Description	Amount
18/10/23	CIL 2022/1006	£170.20
Total received from 1 April 2023 to 31 March 2024		<b>£170.20</b>

EXPENDITURE during 2023-24		
Date	Expenditure Incurred/description	Amount
	None	
Total spent from 1 April 2023 to 31 March 2024		

<b>Parish CIL balance as at 31 March 2024</b>	<b>£170.20</b>
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