

GUIDANCE FOR PARISH AND TOWN COUNCILS ON RECEIVING AND THE USE OF CIL FUNDS 2023

Introduction

The Community Infrastructure Levy (CIL) was adopted by Full Council on 12 May 2015, with an implementation date of 18 May 2015. This means Wiltshire Council became a charging authority for CIL, and any planning decisions made on or after 18th May 2015 could be liable for a CIL contribution.

Charging authorities (Wiltshire Council) are required to pass a proportion of CIL receipts to Parish and Town Councils from developments that take place in their areas.

- Where a neighbourhood plan has been made and adopted - 25% of CIL receipts
- Where a neighbourhood plan has not been made and been adopted - 15% of CIL receipts

What is the maximum amount that can be paid to town & parish councils in any financial year?

- Where a neighbourhood plan is made and adopted 25% of CIL receipts collected in a financial year are passed on to the town or parish council where the development has occurred.
- Where no neighbourhood plan is made and adopted 15% of CIL receipts up to a *maximum* amount can be transferred to town & parish councils in a financial year where the development has occurred. The maximum amount will be capped to £100 per council tax dwelling per calendar year multiplied by the index rate for the year that it is paid to the Parish/Town Council divided by the index rate for 2015, in line with the CIL Regulations calculation, i.e.

$$£100 \times N \times \frac{I_y}{I_o}$$

where—

- I_y is the index figure for the calendar year in which the amount is passed to the parish council
- I_o is the index figure for 2015 and
- N is the number of dwellings in the area of the parish council.

Annex A sets out the maximum amount that can be paid to each Parish and Town Council in Wiltshire who do not have a made and adopted Neighbourhood Development Plan in place.

Please note the Neighbourhood Plan must be **made** prior to the CIL monies being received by the local authority in order for the Town/Parish Council to benefit from the 25% levy payment.

When the CIL Receipts will be paid to Parish and Town Councils

CIL receipts are to be paid to Parish and Town Councils on a monthly basis after the funds have been paid by the developer. Payments will be sent at the end of the month. Our finance team will send remittance advice slips confirming payments sent to parish and town councils.

However, Parish and Town councils are able to check the [Con29 spreadsheet](#) online for basic information on CIL Liabile developments.

In addition, Wiltshire Council is required to monitor CIL income and expenditure on an annual basis and publish this information on its website.

Please note that the initial CIL payment due may be subject to change if it is subsequently determined that the development is deemed to be entitled to self-build exemption and/or social housing exemption. This may depend on a change in the assumption of liability.

As the developer has 3 years to implement a planning permission and the large amounts of CIL Liabilities can take up to 2 years to be paid in full, please be aware it may take up to 5 years for all the of the CIL Liabilities to be paid and passed to the Town/Parish Councils.

CIL Regulations allow the Charging Authority (Wiltshire Council) to make and implement a CIL Liability Payments Policy which is shown in the table on the following page.

What can the CIL Receipts can be spent on by town and parish councils?

CIL Regulations state that this proportion of funds must be used *'to support the development of the local 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.'*

This gives Parish and Town Councils considerable freedom to spend their proportion of CIL on things that address the impacts of developments on the area.

Examples include:

- Improvements to village halls, playparks, footpaths, streetlights etc.
- Preparation of a Neighbourhood Development Plan (providing it addresses the demands that development places on the area)
- Planning Application Fees – monies can be used towards a planning application fee that relates to community proposals.

Please contact the CIL Team at Wiltshire Council - cilands106@wiltshire.gov.uk if you are in any doubt about how you should spend the funds.

What happens if a town or parish does not spend its CIL money within 5 years?

If a Parish/Town Council has failed to spend their CIL funds within 5 years of receipt or has not applied the funds in accordance with the CIL Regulations, then Wiltshire Council can serve a notice on the Parish/Town Council requiring it to repay some or all of the receipts paid. Wiltshire Council will be required to spend any recovered funds in the Parish/Town Council's area.

Reporting on CIL Income & Expenditure

Parish and Town Councils that receive CIL must prepare an annual report detailing CIL funds received and spent.

To ensure transparency Parish and Town Councils must publish the following information each financial year:

- Total CIL receipts;
- Total expenditure;
- A summary of what the CIL was spent on;
- Total amount of receipts retained at the end of the reported year from that year and previous years.

Reports can be combined with reports already produced by Parish and Town Councils and should be placed on your websites and a copy of the report should be sent to the following email address at Wiltshire Council Cilands106@wiltshire.gov.uk

Wiltshire Council has the following CIL Payments Policy:

Total CIL Liability	Instalments	Payment Period
Up to £35,000	1	100% payable within 60 days of commencement of development
£35,000 - £250,000	3	30% payable within 60 days of commencement of development 35% payable within 180 days of commencement of development 35% payable within 360 days of commencement of development
£250,000 - £500,000	3	30% payable within 60 days of commencement of development 35% payable within 360 days of commencement of development 35% payable within 540 days of commencement of development
Over £500,000	3	30% payable within 60 days of commencement of development 35% payable within 420 days of commencement of development 35% payable within 660 days of commencement of development (or upon completion of development if earlier)

Further details

If you have any queries, please contact Community Infrastructure Levy Technical Support Officer by emailing cilands106@wiltshire.gov.uk.

Annex A – Maximum CIL receipts Parish Councils without a made and adopted Neighbourhood Development Plan can receive from 1st January 2023 to 31st December 2023

In areas that **do** have a made and adopted Neighbourhood Development Plan the amount to be paid will be 25% with no cap and therefore, will not be shown below.

Parish	No. of Dwellings	Max CIL/annum
Aldbourne Parish Council	819	£111,384
Alderbury Parish Council	1004	£136,544
All Cannings Parish Council	267	£36,312
Allington Parish Council	232	£31,522
Alton Parish Council	118	£16,048
Alvediston Parish Council	46	£6,256
Amesbury Town Council	5715	£777,240
Ansty Parish Council	66	£8,976
Atworth Parish Council	530	£72,080
Averbury Parish Council	250	£34,000
Barford St Martin Parish Council	274	£37,264
Baydon Parish Council	280	£38,080
Beechingstoke Parish Council	67	£9,112
Berwick Bassett & Winterbourne Monkton Parish Council	101	£13,736
Berwick St James Parish Council	80	£10,880
Berwick St John Parish Council	128	£17,408
Berwick St Leonard Parish Council	24	£3,264
Biddestone Parish Council	261	£35,496
Bishops Cannings Parish Council	1558	£211,888
Bishopstone Parish Council	272	£36,992

Parish	No. of Dwellings	Max CIL/annum
Bishopstrow Parish Council	71	£9,656
Bowerchalke Parish Council	172	£23,392
Box Parish Council	1979	£269,144
Boyton Parish Council	79	£10,744
Bratton Parish Council	549	£74,664
Braydon Parish Council	28	£3,808
Brinkworth Parish Council	563	£76,568
Britford Parish Council	227	£30,872
Broad Hinton & W/Bourne Bassett Parish Council	339	£46,104
Broad Town Parish Council	253	£34,408
Bromham Parish Council	844	£114,784
Broughton Gifford Parish Council	383	£52,088
Bulford Parish Council	1895	£257,720
Bulkington Parish Council	112	£15,232
Burcombe Parish Council	67	£9,112
Buttermere Parish Council	26	£3,536
Castle Combe Parish Council	171	£23,256
Chapmanslade Parish Council	307	£41,752
Charlton Parish Council	204	£27,744
Charlton St Peter & Wilsford Parish Council	78	£10,608
Cherhill Parish Council	330	£44,880
Cheverill Magna (Great Cheverell) Parish Council	255	£34,680
Chicklade Parish Council	36	£4,896
Chilmark Parish Council	232	£31,552

Parish	No. of Dwellings	Max CIL/annum
Chilton Foliat Parish Council	183	£24,888
Chippenham Town Council	17032	£2,316,352
Chippenham Without Parish Council	86	£11,696
Chitterne Parish Council	145	£19,720
Cholderton Parish Council	87	£11,832
Chute Forest Parish Council	70	£9,520
Chute Parish Council	164	£22,304
Clarendon Park Parish Council	127	£17,272
Clyffe Pypard Parish Council	136	£18,496
Codford Parish Council	404	£54,944
Colerne Parish Council	1097	£149,192
Collingbourne Ducis Parish Council	419	£56,984
Collingbourne Kingston Parish Council	222	£30,192
Compton Chamberlayne Parish Council	55	£7,480
Coombe Bissett Parish Council	308	£41,888
Corsley Parish Council	328	£44,608
Coulston Parish Council	70	£9,520
Dauntsey Parish Council	251	£34,156
Dilton Marsh Parish Council	864	£117,504
Dinton Parish Council	323	£43,928
Donhead St Andrew Parish Council	213	£28,968
Donhead St Mary Parish Council	504	£68,544
Durnford Parish Council	169	£22,984
Durrington Town Council	3341	£454,376

Parish	No. of Dwellings	Max CIL/annum
East Kennett Parish Council	47	£6,392
East Knoyle Parish Council	343	£46,648
Easterton Parish Council	281	£38216
Easton Grey Parish Council	41	£5,576
Easton Royal Parish Council	122	£16,592
Ebbesbourne Wake Parish Council	102	£13,872
Edington Parish Council	344	£46,784
Enford Parish Council	279	£37,944
Erlestoke Parish Council	101	£13,736
Etchilhampton Parish Council	66	£8,976
Everleigh Parish Council	95	£12,920
Figheledean Parish Council	270	£36,720
Firsdow Parish Council	267	£36,312
Fittleton Parish Council	117	£15,912
Fonthill Bishop Parish Council	48	£6,528
Fonthill Gifford Parish Council	59	£8,024
Fovant Parish Council	350	£47,600
Froxfield Parish Council	177	£24,072
Fyfield & West Overton Parish Council	86	£11,696
Grafton Parish Council	289	£39,304
Great Bedwyn Parish Council	638	£86,768
Great Hinton Parish Council	81	£11,016
Great Wishford Parish Council	162	£22,032

Parish	No. of Dwellings	Max CIL/annum
Grimstead Parish Council	261	£35,496
Grittleton Parish Council	240	£32,640
Ham Parish Council	89	£12,104
Hankerton Parish Council	128	£17,408
Heddington Parish Council	195	£26,520
Heytesbury & Knook Parish Council	386	£52,496
Heywood Parish Council	341	£46,376
Hilmarton Parish Council	319	£43,384
Horningsham Parish Council	165	£22,440
Keevil Parish Council	200	£27,200
Kilminster Parish Council	141	£19,176
Kington Langley Parish Council	342	£46,512
Kington St Michael Parish Council	329	£44,744
Lacock Parish Council	477	£64,872
Landford Parish Council	809	£110,024
Latton Parish Council	246	£33,456
Leigh Parish Council	172	£23,392
Little Bedwyn Parish Council	123	£16,728
Little Cheverell (Parva) Parish Council	77	£10,472
Little Somerford Parish Council	155	£21,080
Longbridge Deverill Parish Council	401	£54,536

Parish	No. of Dwellings	Max CIL/annum
Luckington Parish Council	282	£38,352
Ludgershall Town Council	2421	£329,256
Lydiard Tregoze Parish Council	236	£32,096
Maiden Bradley Parish Council	163	£22,168
Manningford Parish Council	173	£23,528
Marden Parish Council	60	£8,160
Marlborough Town Council	4082	£555,152
Marston Meysey Parish Council	95	£12,920
Marston Parish Council	72	£9,792
Mere Parish Council	1591	£216,376
Mildenhall Parish Council	209	£28,424
Milston Parish Council	60	£8,160
Milton Lilbourne Parish Council	249	£33,864
Minety Parish Council	621	£84,456
Monkton Farleigh Parish Council	197	£26,792
Netheravon Parish Council	499	£67,864
Netherhampton Parish Council	62	£8,432
Nettleton Parish Council	307	£41,752
Newton Tony Parish Council	178	£24,208
North Newnton Parish Council	201	£27,336
North Wraxall Parish Council	183	£24,888
Norton & Foxley Parish Meeting	56	£7,616

Parish	No. of Dwellings	Max CIL/annum
Norton Bavant Parish Council	52	£7,072
Odstock Parish Council	250	£34,000
Ogbourne St Andrew Parish Council	170	£23,120
Ogbourne St George Parish Council	219	£29,784
Orcheston Parish Council	117	£15,912
Patney Parish Council	70	£9,542
Pitton & Farley Parish Council	344	£46,784
Poulshot Parish Council	156	£21,216
Preshute Parish Council	88	£11,968
Quidhampton Parish Council	192	£26,112
Ramsbury Parish Council	900	£122,400
Redlynch Parish Council	1143	£155,448
Rowde Parish Council	602	£81,872
Rushall Parish Council	70	£9,520
Salisbury City Council	19893	£2,705,448
Savernake Parish Council	125	£17,000
Sedgehill & Semley Parish Council	282	£38,352
Semington Parish Council	442	£60,112
Shalbourne Parish Council	276	£37,536
Sherrington Parish Council	31	£4,216
Shrewton Parish Council	890	£121,040
Sopworth Parish Council	61	£8,296

South Newton Parish Council	281	£38,216
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Parish	No. of Dwellings	Max CIL/annum
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South Wraxall Parish Council	207	£28,152
Stanton St Bernard Parish Council	77	£10,472
Stanton St Quintin Parish Council	251	£34,136
Stapleford Parish Council	125	£17,000
Staverton Parish Council	811	£110,296
Steeple Ashton Parish Council	433	£58,888
Steeple Langford Parish Council	248	£33,728
Stert Parish Council	85	£11,560
Stockton Parish Council	91	£12,376
Stourton Parish Council	98	£13,328
Stratford Tony Parish Council	26	£3,536
Sutton Benger Parish Council	559	£76,024
Sutton Mandeville Parish Council	115	£15,640
Sutton Veny Parish Council	329	£44,744
Swallowcliffe Parish Council	91	£12,376
Teffont Parish Council	133	£18,088
Tidcombe & Fosbury Parish Council	49	£6,664
Tidworth Parish Council	3931	£534,616
Tilshead Parish Council	149	£20,264
Tollard Royal Parish Council	58	£7,888
Trowbridge Town Council	16726	£2,274,736
Upavon Parish Council	602	£81,872

Upper Deverills Parish Council	158	£21,488
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Parish	No. of Dwellings	Max CIL/annum
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Upton Lovell Parish Council	84	£11,424
Upton Scudamore Parish Council	142	£19,312
West Ashton Parish Council	216	£29,376
West Knoyle Parish Council	68	£9248
West Overton Parish Council	295	£40,120
Westbury Town Council	7506	£1,020,816
Westwood Parish Council	535	£72,760
Whiteparish	639	£86,904
Wilcot & Huish Parish Council	278	£37,808
Wilsford Parish Council	38	£5,168
Wilsford-cum-Lake Parish Council	53	£7,208
Wilton Town Council	2169	£294,984
Wingfield Parish Council	137	£18,632
Winsley Parish Council	887	£120,632
Winterbourne Bassett Parish	71	£9,656
Winterbourne Stoke Parish Council	89	£12,104
Winterslow Parish Council	869	£118,184
Woodborough Parish Council	134	£18,224
Woodford Parish Council	212	£28,832
Worton Parish Council	264	£35,904
Wylve Parish Council	209	£28,424
Yatton Keynell Parish Council	376	£51,136

Zeals Parish Council	326	£44,336
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