

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**CIL SPENDING PANEL**

Minutes from the Meeting of the CIL Spending Panel held on Monday, 22nd June, 2026 at 10.00 am in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillor J Moriarty (Chair)
Councillors C J Crofts, M de Whalley, S Everett, J Moriarty and S Sandell

OFFICERS PRESENT:

Hannah Wood-Handy, Planning Control Manager
Robyn Walkey, CIL Officer
Amanda Driver, Senior CIL Officer

1 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillor Blunt (Cllr Crofts substitute).

2 **NOTES OF THE PREVIOUS MEETING**

The notes of the previous meeting were agreed as a correct record.

3 **MATTERS ARISING**

There were no matters arising.

4 **DECLARATIONS OF INTEREST**

Councillor Sandell informed the Spending Panel that she had provided a supporting statement for Burnham Market Tennis Club.

The Chair advised that he had also provided a supporting statement for Marham.

5 **URGENT BUSINESS**

There was no urgent business to consider.

6 **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor de Winton attended in relation to Brancaster Staithe.

7 **CHAIR'S CORRESPONDENCE (IF ANY)**

There was no Chair's correspondence to report.

8 **CHAIR'S INTRODUCTION**

9 **SUMMARY OF CIL TO DATE**

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The Senior Monitoring and Compliance Officer provided a comprehensive update on the Community Infrastructure Levy (CIL) funding collected, allocation procedures, and the statutory reporting obligations, highlighting the current available funds and the process for reviewing applications.

- **CIL Funding Collected:** Since adoption in 2017, £14 million in CIL had been collected, with £784,000 due following commencement and development, and a potential £5 million based on approved applications to date.
- **Parish Payments and Reporting:** Parish payments were a statutory obligation, with parishes currently holding over £1.1 million unspent and allocated CIL; this figure would be updated upon receipt of parish reports and recorded at the end of the financial year.
- **Allocation Breakdown:** CIL was allocated as follows: 5% for administration, 15-25% paid directly to parishes twice yearly, and the remainder ring-fenced to support new development, with nearly £6 million already allocated to projects and £5.5 million paid upon evidence of project completion.
- **Current Funding Round:** For the current round, £5.3 million was available, resulting from unallocated borough funds and new income, with 18 valid applications requesting a total of £7.5 million to be considered for allocation.
- **Application Review Process:** Officers validated each application, requested further information where necessary, and provided anonymised quotes, evidence of development, and letters of support in the report pack, with amendments to requested amounts based on submitted quotes.

10 **OVERVIEW OF SPENDING STRATEGY**

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The Senior Monitoring and Compliance Officer reminded the Panel of its Terms of Reference, and that the Community CIL Fund 20% - Local Infrastructure Projects were:

- Identified through an application process.
- Project funding between £10k and £100k.
- Infrastructure must support new development

All applications had met all of the validation criteria, as follows:

- located in or close to areas where new developments were coming forward (granted permissions had commenced or are about to commence); and
- increase the provision, capacity, or function to benefit a growing community; and
- take into consideration inclusivity and accessibility; and
- be deliverable in the short term (within 2/3 years); and
- be supported by the submission of evidence to confirm the finance arrangements (quotes or procurement process and match funding); and
- have written support of the Ward Member(s).

11

REVIEW FUNDING APPLICATIONS AND ALLOCATE FUNDING TO COMMUNITY PROJECTS

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Review and Approval of CIL Funding Applications

The Spending Panel reviewed and unanimously approved funding for 18 community projects, discussing details, eligibility, and financial contributions for each application.

1 Brancaster Staithe Hard Works - increase access (and accessibility) capacity to the water

In accordance with Standing Order 34, Councillor De Winton explained the need for infrastructure improvements due to increased activity and tourism, with the Parish Council managing the site. The Panel asked questions about funding and eligibility.

AGREED: The Panel unanimously approved the application for £19,983.73.

2 The Burnhams Tennis Club – Resurfacing project, Station Road, Burnham Market

Councillor Sandell proposed awarding the full requested amount of £31,690.40, noting the club's significant matched funding.

AGREED: The Panel unanimously approved the application for £31,690.40.

3 Denver Play Area Redevelopment

AGREED: The Panel unanimously approved the full amount of £15,478.30.

4 Dersingham Sports Pavilion Refurbishment

AGREED: The Panel unanimously approved the full amount of £99,881.87 recognising the long gestation of the project.

5 Tapping House Car Park Resurfacing

AGREED: The Panel unanimously approved the full amount of £86,000.00.

6 RSPCA, 142 Norfolk Street - Solar Application

Councillors Sandell and de Whalley discussed the financial benefits and challenges for charities.

AGREED: The Panel unanimously approved the full amount of £11,000.

7 Kings Lynn scout hut refurbishment

AGREED: The Panel unanimously approved the full amount of £74,136.00.

8 Marham Bowls Sports and Social Club:

AGREED: The Panel unanimously approved the full amount of £98,678.00

9 Marshland St James Parish Council – accessible car park surface upgrade

AGREED: The Panel unanimously approved the full amount of £27,010.00.

10 Accessible Disabled Toilet/Wet Room for North Wootton Pre-School

AGREED: The Panel unanimously approved the full amount of £22,000.

11. Stow Bridge Footway Extension

AGREED: The Panel unanimously approved the full amount of £17,000.

12. Barroway Drove Village Hall - Renovations to inside and out

AGREED: The Panel unanimously approved the full amount of £13,625.96.

13. Upwell Village Hall refurbishment

AGREED: The Panel unanimously approved the full amount of £32,000.

14. Upwell Cemetery road repair and new pathway

AGREED: The Panel unanimously approved the full amount of £10,000.

15. Three Holes Village Hall and Playing Field - New warm flat roof, replacement of substandard flat roof

AGREED: The Panel unanimously approved the full amount of £31,904.00.

16. West Walton Play Area Redevelopment

AGREED: The Panel unanimously approved the full amount of £32,973.00.

17. West Winch Village Hall – Roof

AGREED: The Panel unanimously approved the full amount of £36,514.00

18. West Winch Primary School - Enhancing Digital Access and Skills Through Shared ICT Provision

AGREED: The Panel unanimously approved the full amount of £100,000.00

Next Steps

The Spending Panel discussed the next steps, and officers agreed to issue allocation letters and publish funding decisions within the week, with funding to be transferred upon receipt of evidence, and outlined plans for future review and allocation meetings.

Funding would be transferred upon receipt of evidence from recipients, completing the allocation process by the end of the week for projects under £100,000, which did not require cabinet approval.

12 **DATE OF NEXT MEETING**

The Panel agreed to arrange a review progress meeting and potentially an earlier allocation meeting, as required.

The meeting closed at 10.32 am