

# Thurston Parish Council

Parish Council Office  
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## APPLICATION FOR CIL FUNDING

A proportion of CIL payments collected by Mid Suffolk District Council are passed on to the Parish or Town Council in which development is taking place.

The Parish Council has a duty to spend CIL income on:

- providing, improving, replacing, operating or maintaining infrastructure that supports the development of the parish council area
- or
- anything else concerned with addressing the demands that development places on the area.

Providing CIL is spent in accordance with the above CIL monies may be used to provide seed or match funding with other income streams and / or may be spent collaboratively with other parish councils, community interest companies or other providers to make the most efficient use of funding to benefit the community.

Any CIL monies due to the Parish Council are confirmed by Mid Suffolk District Council at six monthly intervals in March and September with funds being paid to Thurston Parish Council in April and October.

Please read the Thurston Parish Council CIL funding application form guidance notes before completing this form. To discuss a potential project, or for further guidance, please contact the Parish Clerk at [clerk@thurstonparishcouncil.gov.uk](mailto:clerk@thurstonparishcouncil.gov.uk) on 01359 232854.

Please note that if an external organisation has been granted CIL funds for a project it may not apply for further CIL funding, regardless of the project, until twelve months have elapsed since the previous award was granted.

### Processing of bids submitted:

The application process will be centred upon a bidding round with consideration on a twice-yearly basis, with submission (preferably by email) of bids by applicants using the form below. The twice-yearly bid round cycle will be as follows:

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| Bid Round 1 for the year | By 31 <sup>st</sup> May - Applications for CIL to be submitted<br>By 30 <sup>th</sup> June - Bids to be validated and assessed against policy criteria<br>July - Bids to be considered by full Council at Parish Council Meeting<br>August - Letters to be issued confirming outcome of bids to applicants                             |
| Bid Round 2 for the year | By 31 <sup>st</sup> December - Applications for CIL to be submitted<br>By 31 <sup>st</sup> January (year following) - Bids to be validated and assessed against policy criteria<br>February - Bids to be considered by full Council at Parish Council Meeting<br>March - Letters to be issued confirming outcome of bids to applicants |

Please return completed application forms and supporting information to:  
[clerk@thurstonparishcouncil.gov.uk](mailto:clerk@thurstonparishcouncil.gov.uk).

# THURSTON Parish Council CIL Funding Application Form

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| <b>1. Applicant organisation</b>  | Environment & Biodiversity Committee   |
| <b>2. Name and position of main contact</b>   | Paula Gladwell   |
| <b>3. Applicant contact details (phone number, email and address)</b>                         | 01359 232854   |
| <b>4. Type of organisation</b><br><br><b>If a charity, please provide registration number</b> | Committee of Thurston Parish Council   |
| <b>5. Is the organisation able to reclaim VAT?</b>  | Yes  |
| <b>6. Location of project</b>   | Various Open Space areas including Wildlife Garden, Heath Road, Recreation Ground, Churchyard, Ladygreen Wood and Nature reserve.  |
| <b>7. Summary of the project proposal</b>   | <p>Suffolk Wildlife Trust's Wilder Ecology carried out a Biodiversity Audit for the council that included advice from them on possible actions in support of biodiversity within the parish. In particular they have provided recommendations regarding the management of our local green spaces which has enabled us to identify a project to locate areas for the installation of bird, bee, bat and swift boxes, hedgehog corridors and wood piles.</p> <p>The intention is to hold a family open event to facilitate community participation in the making, personalisation and installation of the boxes. This project will raise local awareness of biodiversity and the health and wellbeing benefits of using the local green spaces in the village and encouraging resident ownership and pride in the enhancement of biodiversity in the place that they live.</p> <p>Once the boxes are personalised and people have decided on the location for their box volunteer installation days will be arranged to put up the boxes and residents will be encouraged to monitor the boxes and feedback on new visitors.</p> |

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| <b>8. Estimated project cost (ex VAT)</b>  | RSPB – Boxes No. 149 various £3,982.00<br>Jewsons timber & fixings for Scouts workshop £ 590.00<br>Facilities/inclement weather room hire, personalisation<br>kits/materials, gazebos, contingency and incidentals £1000<br>Net Cost £5,572.00   |
| <b>9. Amount of CIL funding sought</b>   | Maximum of £1,000.00   |
| <b>10. Detail of additional sources of funding available</b>   | Application MSDC Pride in Your Place successful for the Bird boxes and Scouts workshop materials at £4572.   |
| <b>11. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding?</b>  | District Councillor support has been sought, Cllr Richardson has no locality remaining for this year. Cllr Bradbury has limited funds.   |
| <b>12. Please indicate whether the organisation has previously received CIL or other funding sources from Thurston Parish Council and/or Mid Suffolk District Council. If yes, please provide details.</b> | N/a  |
| <b>13. How does the project help address the demands of development in the area. What evidence is there to support this?</b>   | Resident engagement and community events provide much needed cohesion for new residents. This project will enable new residents to take advantage of improved open spaces which is crucial for enhancing the biodiversity, quality of life and long term viability of the community.   |
| <b>14. What evidence is there of support from the community</b>  | <p>Thurston Scout group have already put a date in their diary for a bird box making day and expressed interest in attending an open event to personalise their boxes and choose locations for them.</p> <p>We have had positive responses from Thurston Primary School and SENDAT Priory School from recent meetings with them and both are fully engaged in the project. The Working group set up to progress this event has a first meeting scheduled for January. Further contacts with local biodiversity action groups are planned in order to enhance</p> |

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|  | <p>the open day event.</p> <p>We have an established small scale ongoing project to provide bird boxes for residents to put up in their gardens and this has been oversubscribed and very successful with regular feedback from residents about the “visitors” to their boxes. This new project will be an ideal opportunity to further expand this scheme and encourage children especially to have some sense of ownership in “their” box and monitor it going forward, reporting back to us if someone has moved in.</p> |
| <b>15. Approximately how many of those who will benefit from the project are Thurston parishioners?</b>                                      | All parishioners and visitors to Thurston will benefit  |
| <b>16. Proposed timescales for the project</b>   | Purchase of boxes and materials Feb 2026. Open Day event scheduled for 18 <sup>th</sup> July 2026, installation of the boxes will follow.   |
| <b>17. Is there a related revenue spend (i.e. day-to-day running costs) associated with the project? How will this be addressed?</b>         | None  |
| <b>18. If the organisation is not in the public sector please provide details of the organisation’s finances.</b>                            | N/A   |
| <b>19. Do you need planning permission to carry out the works? If planning permission is required is it in place to carry out the works?</b> | <p><i>Please provide the application number</i></p> <p>No</p>   |

## Declaration

When you have completed the application, please sign this declaration and submit the application form as directed.

To the best of my knowledge the information I have provided on this application form is correct.

If Thurston Parish Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform Thurston Parish Council of any material changes to the proposals set out above.

When requested, I agree to provide Thurston Parish Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project.

I recognise the Parish Council's statutory rights as the designated provider of these CIL funds, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Thurston Parish Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Parish Council's filing system and summarised in the Council's accounting system for the sole purpose of fund processing, analysis and accounting.

Information about the project may be publicised on Thurston Parish Council's website and in public material for publicity purposes. Personal data will not be disclosed without any prior agreement of those concerned, unless required by law.

For further information on the Council's privacy policy, please visit:

<https://thurstonparishcouncil.uk/home/privacy>

Signed: P Gladwell\_\_\_\_\_

Organisation: Thurston Parish Council\_\_\_\_\_

Date: 13<sup>th</sup> January 2026 \_\_\_\_\_

All organisations involved with the application will need to sign and date the form.

Signed: \_\_\_\_\_

Organisation: \_\_\_\_\_

Date: \_\_\_\_\_