

**SEVENOAKS DISTRICT COUNCIL: COMMUNITY INFRASTRUCTURE LEVY (CIL) SPENDING BOARD**  
**BID FOR FUNDING PRO-FORMA (INFRASTRUCTURE ONLY)**

**Scheme Name**

**Improving play facilities in Harvestfield Park, Crockenhill**

**Description of Scheme**

The Parish of Crockenhill are fortunate to have 22 acres of public green space at Harvestfield Park, it has received very little in terms of investment over the years. The Parish Council's limited budget has allowed for routine maintenance and repairs which has ensured that we have kept the area in good condition. However, the current strain on all local government budgets means that significant investment in infrastructure and improvements is becoming increasingly difficult, hence why we are looking at all funding opportunities open to us. Harvestfield is a very special place and during a time when our open spaces and 'free' entertainment are increasingly important to people of all ages and backgrounds, we are hoping to make improvements that will be enjoyed by all who visit for many years to come.

Harvestfield is a mixture of open green space, a very small play area, an unmarked football pitch, an aging and incomplete bike track, allotments, open fields for dog walking, woodland area and fruit trees. It is a wildlife haven, home to many species of butterfly, the occasional deer, what seems like a million rabbits and even rare wild orchids.

As you will see from the attached photos, the play area is distinctly lacking in play facilities considering the amount of space available and the number of people who enjoy this area throughout the year. Residents want investment in their public recreational areas. Therefore, the parish council would like to install a trim trail in the main play area, to replace what was there many years ago. Currently we only have swings in this space – the frames of which we need to replace. We would also like to install a multi-use area (not enclosed) in the space where a climbing wall once stood. We are planning on having the surface marked out to include various games – from hopscotch and Snakes & ladders – plus a flat surface and space for ball games and more. This will offer children a great space for free and imaginative play. It is a unique space and we would welcome SDC Councillors to come along and visit to see the park for themselves.

<b>1</b>	<b>Working in Partnership</b>	
	Is this scheme promoted by your organisation in partnership with another organisation(s)?	This project is in response to residents' requests and suggestions. The Parish Council have recently worked closely with Crockenhill Primary School, to gather the views and ideas of the School Council when we were investing in other replacement play equipment on the Village Green. We host the SDC-organised fun days at Harvestfield and hold other local community events here, involving the Scouts and Brownies. We also have a close relationship with the local pre-school and childminders.
	Organisation Name(s):	Crockenhill Parish Council
	Responsible individuals(s):	Kirsty Lane (Clerk) and Cllr Rachel Waterton (Chair)
	Signature(s) on behalf of other supporting organisations(s):	
	Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme from each organisation.	No agreements are in place but we actively support and engage with organisations within the village.

<b>2</b>	<b>Planning Permission Details</b>	
	Is planning permission required for the scheme?	<b>No</b>
	If yes, has it been applied for?	
	If no, please explain why?	The play area is already established and is fenced in. It also previously had a trim trail which was removed several years ago due to its age. The space where we plan to have a multi-use area was previously (at least ten years ago) a climbing wall so the safety surface (albeit no longer in good condition) is already there so the footprint is established.
	If planning permission has been granted – please provide details and a reference number.	

<b>2</b>	<b>Planning Permission Details</b>	
	Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Government bodies)	
	Consent required	
	Date applied for / granted	

**Need for the Scheme**

<b>3</b>	<p>List of projects or development that result in the need for this scheme:</p> <p>The park is well-used by Crockenhill and Swanley residents, as well as people from outside the area who visit family, walk their dogs and attend fun days. This is a unique multi-generational space enjoyed by all.</p> <p>We have noted that a lot of the recent developments in Swanley and within the district are flats - or houses with limited outside space. Harvestfield Park is in a semi-rural location, surrounded by fields, farmland, and woodland – providing a much-needed opportunity for our residents and neighbouring residents to enjoy green space and access to the countryside, AONB and North Downs.</p> <p>The closest most recent substantial developments within the Sevenoaks District are Horizon House and the site previously known as United House (less than 1 mile away). This is high density housing, mostly flats and family houses with small gardens. The Parish Council also note a large number of Swanley children attend Crockenhill Primary School and Pre-School.</p>
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<b>4</b>	<p>How is the scheme related to these developments (additional information, such as usage forecasts and existing and alternative capacity assessments, can be attached as an appendix):</p> <p>This scheme is about improving play facilities in the area. More houses = more children and we need to ensure that we have adequate facilities within the Sevenoaks District. Harvestfield is a large space and enjoyed by many but is certainly a space that has the potential to be enjoyed by many more and our aim is to improve facilities, thus encouraging more people from the neighbouring areas where perhaps they do not have as much green space and quality play areas available to them.</p>
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**Please provide an explanation of the 'public benefit' of the scheme proposed for residents in Sevenoaks District:**

<b>5</b>	<b>Economic Benefit</b> <p>The cost-of-living crisis is putting more and more pressure on local families and residents to access 'free play'. Improved facilities will also bring more people in to the village. As well as plenty of benches in Harvestfield, we also recently installed picnic benches in the centre of the village, which are enjoyed by people using the local, essential village shop (which is also a Post Office and offers much-needed banking facilities) and the local tearoom which brings in visitors from outside of the area. We have one remaining pub in the village – again a much-loved community hub. We hope that by encouraging more visitors to the area, we will also increase footfall within the centre of the village, bringing benefits to the local rural economy at a time when it is needed most.</p>
<b>6</b>	<b>Social Benefit</b> <p>Post-pandemic, we are mindful of the need to ensure that families are getting out more, exercising in the fresh air and socialising. We want to ensure that we are improving existing facilities, offering free play space and promoting healthy play. Harvestfield is a beautiful space, currently not utilised to its full potential, due to the lack of play equipment to draw families into the park.</p> <p>There are not many places that can be enjoyed by the whole family – from the youngest members and even the furry type – to grandparents. Harvestfield has something for everyone. Indeed, there are benches inside and outside the play area which allows for parents and grandparents to keep an eye on the children comfortably – and even share a picnic if they wish.</p> <p>We have recently offered a large allotment plot to the Grow a Healthy Swanley and Crockenhill project, which is encouraging people who may otherwise be nervous about socialising, to come together to grow fruit and veg together in this area.</p> <p>The Parish Council is continually looking at ways to help improve our community for the benefit of all. We know the area best, we know what our residents want and need and we are committed to delivering improvements where we can.</p>
<b>7</b>	<b>Environmental Benefit</b> <p>As mentioned above, we are looking at Harvestfield as a whole and this project is part of a wider remit. We have a tree management plan in place, have recently met with the Kent Tree warden to discuss the possibility of planting more fruit trees/resurrecting what we already have. We have altered our grass cutting regime to help protect the wild orchids and we now take part in the 'No mow May' initiative which</p>

<b>7</b>	<b>Environmental Benefit</b>
	has had a positive effect on wildlife over the past few years. We also have our hugely popular allotment gardens and the new allotment project which has been well received. We are also planning visual improvements to the entrance, improving accessibility and signage but also installing suitable railings to help prevent fly tipping – thus improving the wider environment of the park.

<b>8</b>	Is the need for the scheme identified in any adopted strategy/plan? E.g. Neighbourhood Plan, Work programme of a Statutory Body, Infrastructure Plan. If so, which?
	It has not been identified in a plan of this type; however, it has been identified as part of the Parish Council’s 4 year plan. We assess local needs/requirements each year during our budget planning session and update our plans and budget accordingly.

<b>9</b>	How does the scheme identify with the Council’s Infrastructure Delivery Plan (IDP) and its priorities?
	This scheme will improve the reduced play provision within Harvestfield Park and support the development of the area. This project is line with other community’s applications for their play facilities/infrastructure that have received support from the CIL Spending Board. Two recent Swanley developments within a 1-mile radius have already been identified. Additional play and recreational facilities are essential for the increasing young families living/moving into the area and visiting Harvestfield.

<b>10</b>	How does this project help the Council achieve its ambition to reduce net greenhouse gas emissions and achieve its Net Zero 2030 target?
	We cannot think of a better example of a project that would help the Council to achieve its ambition to reduce net greenhouse gas emissions and achieve its Net Zero 2030 target. The installation of outdoor traditional play equipment, within a 22 acre park – and with all the additional projects we are working on to improve biodiversity and enhance our green spaces.

**Funding**

<b>11</b>	<b>Total Project Cost</b>
	<b>£43,109 maximum</b>

<b>12</b>	<b>Funding from CIL Details</b>
	Funding required from CIL: <b>£20,000</b>
	Please identify other funding sources for this project, what contribution they are making and why these cannot be used to fund the scheme in its entirety. Please provide the status of each source of funding for example whether it has been formally agreed, whether it has already been paid, whether it has been agreed in principle, if you are waiting for a decision in regard to the funding, or whether you are investigating the source of funding etc.
	Although we have been unable to secure additional funding for the new pieces of play equipment for this project, we intend to pay for the replacement swing frames which are needed as this is part of our ongoing maintenance commitment. We also feel it is important to mention that we have been working hard to make improvements to both our parks and play areas – and we have been actively seeking all funding opportunities. We recently installed new play equipment on the Village Green after successfully receiving funding from the National Lottery and West Kent Housing. We have also applied for our £4,000 allocation of UKSPF funds to complete this with a piece of equipment aimed at improving upper body strength in children – and something the children specifically requested during our consultation.  Please note that we are working on other improvements to Harvestfield and the surrounding area, so this is part of a wider plan. We are working with Detlev Munster, SDC to establish ownership of the access road leading to Harvestfield, which is in desperate need of repair. We are also working on improving access and signage to the park and as part of this we have looked at the criteria for the West Kent Rural Funds grant and will be applying for this funding in the Autumn as the '24-'25 priorities include 'creation and improvements to local green spaces' so we feel that this element of the project perfectly meets these criteria. We recently installed dropped kerbs near the pedestrian access into the park, on adjoining roads These projects combined will ensure that our park is more easily accessible, well signposted, has plenty of opportunities for 'free' and exploratory play and can be fully enjoyed and maximised for ALL visitors.  The Parish Council budget £3000 for the replacement swing frames.

<b>13</b>	<b>Staged Payment Details</b>	
	Is this bid for staged payments?	<b>No</b>
	Will staged payments be accepted?	<b>Yes</b>
	Please provide details of anticipated funding requirements and timetable	This project is not governed by tight timeframes. However, it will be more cost effective to complete the two new play areas at the same time.

<b>14</b>	<b>Town &amp; Parish Councils CIL Funding</b>	
	Has a bid(s) for CIL funding been made to relevant town and parish councils?	<b>N/A</b>
	Details of bid	
	Decision made	
	Details of decision	
	If this bid is being made by a Parish or Town Council and no CIL funds have been contributed by them, please provide an explanation for this.	We are working with KCC Highways on possible traffic calming improvements, so we are using our remaining CIL funds for this. Recently we have used CIL funds to install the dropped kerbs in the village to improve accessibility and ensure that our pushchair and wheelchair users can safely travel around this part of the village.
	If a bid has not been made to the relevant Parish or Town Council, please provide an explanation for this	

<b>15</b>	Would the scheme be fully funded if the CIL contribution is agreed?
	<b>Yes</b>

<b>16</b>	Has this scheme already benefited from CIL funding through the CIL Spending Board?
	<b>No</b>
	If yes, please provide further justification as to why further CIL funding is required for this project.

<b>17</b>	Has this scheme/land/building already benefited from funding from Sevenoaks District Council?
	Note- this can include grants, section 106s, a Community Fund etc.
	<b>No</b>
	If Yes, please provide further details of amount and the project involved.

<b>18</b>	Has the project, at any stage benefited from any CIL Exemptions as laid out in the Community Infrastructure Levy Regulations 2010 (as amended)?
	<b>No</b>
	If yes, please explain why CIL is still required following an exemption.

**Deliverability**

<b>19</b>	Does your organisation have the legal right to carry out the proposed scheme?
	If not, you must attach documentation showing that the statutory provider of this service supports this scheme.
	<b>Yes</b>

<b>20</b>	Anticipated start date for delivery of the scheme
	March 2024

<b>21</b>	Anticipated finish date for the delivery of the scheme
	May 2024



22	Anticipated date when CIL funding will need to be made available
	March 2024

23	Does land need to be purchased to facilitate the scheme?
	<b>No</b>
	If no, please provide details:

24	Please provide a consultation plan to let SDC know when they can expect progress reports on the project.
	<p>We will provide updates at the following stages:</p> <ul style="list-style-type: none"> <li>Final design sign-off</li> <li>Installation</li> <li>Post-installation and feedback</li> </ul> <p>If SDC would like to receive updates at any other stage, we will be happy to provide.</p>

25	Please provide details of the management and timescales of the project.
	The Clerk and the Chairman of the Parish Council will be the project managers. We would be aiming to start in the Spring, completing in May in time for half-term and the summer holidays.

<b>26</b>	Has consultation been carried out on the scheme or is any planned?
	<b>Carried out/ Planned</b>
	Please provide details (Note: Results can be attached separately if necessary.)
	A consultation was carried out recently with the school children in relation to the Village Green playground, during which time we were able to ascertain what types of equipment they like, what they would like to see within the village so we are confident that we are choosing not only what we feel will benefit the children most in terms of the play opportunities provided, but also what the children actually enjoy playing on. We have also looked at the type of play equipment which is available locally and we are offering things which are a little different – and therefore an additional draw to encourage more visitors to Harvestfield.

<b>27</b>	Is a relevant SDC ward member(s) supportive of the scheme?
	<b>Yes</b>
	You may provide the signature of an SDC ward member or an email from them to <a href="mailto:cil@sevenoaks.gov.uk">cil@sevenoaks.gov.uk</a> .

<b>28</b>	Is the relevant town/parish council supportive of the scheme?
	<b>Yes</b>
	Signature of a town/parish council chairman, clerk or chief executive (Note: An email from them to <a href="mailto:cil@sevenoaks.gov.uk">cil@sevenoaks.gov.uk</a> would also be sufficient).

<b>29</b>	Do you have any other local support for the scheme? This can be in the form of businesses, community groups etc.
	<b>Yes</b>
	Please provide details of local support. (Note: An email from a relevant party to <a href="mailto:cil@sevenoaks.gov.uk">cil@sevenoaks.gov.uk</a> would also be sufficient). We have attached letters of support from the Village Primary School.

**Maintenance**

<b>30</b>	Which organisation will be responsible for ongoing maintenance?
	Crockenhill Parish Council

<b>31</b>	Are funding arrangements in place for maintenance?
	<b>Yes</b>
	Please provide details
	The Parish Council has a robust budget plan and monitoring in place, as well as a 4 year plan to identify upcoming projects and maintenance requirements.

<b>32</b>	Please provide any further comments here. This could include if there are any other infrastructure projects that are related to this bid or any that rely on this bid.
	<p>We have previously outlined that this element of the Harvestfield project is part of wider infrastructure improvements that we are working on at Harvestfield. In addition, we have the Grow a Healthy Crockenhill &amp; Swanley project which us going well and we have investigated how we can better utilise the top field in terms of improving biodiversity etc.</p> <p>We have provided a design and quote for both areas of the park from a trusted playground company. The total quote was £43'109. This was much more than we had anticipated however, these designs are excessive compared with our initial brief and will be reviewed – for example, removing the fence around the hoop area and choosing different equipment. The Parish Council will continue to investigate further quotes with at least three companies in line with our council procurement policy.</p> <p>Should our two chosen designs total less than £30'000, the Parish Council will reimburse any surplus CIL funding we receive over £17'000 if we are required to.</p>

### Declaration

I am authorised to submit this bid for funding on behalf of the organisation that I represent. At the time of writing, the information contained in this submission (including appendices) is correct and true to the best of my knowledge. If CIL funding is committed and circumstances change prior to the completion of the scheme, the organisation that I represent will notify Sevenoaks District Council. The Council will reserve the right to reconsider the allocation of funding. If CIL funding is committed to the above project then the organisation that I represent commits to providing Sevenoaks District Council with sufficient information to enable it to undertake its reporting requirements under the CIL Regulations 2010 (as amended), or any subsequent relevant regulations.

**Declaration**

**Signature**

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**Name**

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**Position**

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**Further Information**

<b>CIL Bid Contact Details</b>	
Name, role and contact details of the person that will be the contact for this bid:	Kirsty Lane, Clerk
Name, role and contact details of the person that will be attending SDC's CIL Spending Board to support this bid:	Cllr Rachel Waterton, SDC Cllr and Chair of Crockenhill Parish Council
Name, role and contact details of the person that will be the point of contact and responsible for the Legal Contract:	Kirsty Lane, Clerk
Name, role and contact details of the person that will be legally responsible for receiving the CIL fund:	Kirsty Lane, Clerk
Full company/charity name:	Crockenhill Parish Council
Registered No:	

## Privacy Notice

The personal data which is collected within this form is reasonably necessary for its public task of processing your application for CIL grant funding. This includes considering whether to grant the application and to ensure the effective management of CIL grant funding if approved.

If your application is unsuccessful then personal information will be retained for a period of 10 years after the application is refused. The personal data shall then be deleted except for any information made public under the Council's other legal obligations (including the Access to Information provisions of the Local Government Act 1972 or the Freedom of Information Act). If your application is successful then your data will be retained for the duration of the project applied for and for the full period in which the contract under which the monies are transferred is enforceable. The personal information will then be deleted, except for any information made public under the Council's other legal obligations. Any information relating to this application which is deleted will be deleted in accordance with the Council's standard record retention practice.

Unless otherwise stated we will generally handle personal information in accordance with the Council's Privacy Policy, which can be found through our website at [Council's Privacy Policy](#).