APPENDIX 11

HASLEMERE TOWN COUNCIL

CIL FUNDING APPLICATION FORM

PLEASE USE THE CIL POLICY AND FUNDING APPLICATION FORM GUIDE TO ASSIST YOU IN COMPLETING THIS DOCUMENT AND ENSURE YOU COMPLETE THE VALIDITY CHECKLIST ON PAGE 4

Contact and organisation details

1. Applicant organisation	Haslemere Town Council
2. Name and position of main contact	Pippa Sherrif Deputy Town Clerk
3. Applicant contact details (phone no, email and address)	n/a
4. Bank account to which payment should be made This must be in the name of your organisation. Payments cannot be made to individuals.	n/a
5. Type of organisation If a charity, please provide registration number	Town Council / local authority
6. Is the organisation able to reclaim VAT?	Yes
7. If the organisation is not in the public sector please provide details of the organisation's finances Please include a copy of the most recently audited accounts, including details of unrestricted reserves and latest budget.	N/A

PROJECT DETAILS

8. Location of project	• Lion Green playground, Haslemere • Haslemere Recreation Ground playground • High Lane Recreation Ground playground
9. Summary of the project proposal	Comprehensive redevelopment of three HTC playgrounds through the Haslemere Playground Rejuvenation Programme, with a total CIL ringfence of £530,000: £250,000 for Lion Green, £140,000 for Haslemere Recreation Ground, and £140,000 for High Lane Recreation Ground (see associated appendix 10).
10. How does the project help address the demands of development in the area. What evidence is there to support this?	The programme aligns with HTC's strategic priorities, the Haslemere Neighbourhood Plan, and the proposal states that the 2016 WBC Infrastructure Delivery Plan explicitly identifies expansion of the Lion Green playground as infrastructure to be funded by developer contributions. Lion Green, High Lane Recreation Ground and Haslemere War Memorial Recreation Ground are also identified in the Neighbourhood Plan as valued recreation/open space assets, with High Lane noted as an important local recreation facility with equipped play area, and Lion Green as an important recreation space with a well-used play area.
11. What evidence is there of support from the community	The proposal relies on the recognised community value of the three sites, their existing role as key public play spaces, and their importance to children and families across the parish. We propose direct resident engagement, including with children, families and local residents, as part of the Working Party process. The Neighbourhood Plan identifies these recreation grounds as valued community assets.
12. Proposed timescales for the project, to include any deadline or circumstance which would require funding within a specific period of time	Working Party to be established following committee approval; programme development, engagement and procurement to follow; target Spring 2027 groundbreaking for Lion Green and delivery of the wider programme in time for the 2027 season.

13. Do you need planning permission to carry out the works?	No
14. If planning permission is required is it in place to carry out the works? If so, please provide the application number	N/A
15. What is the relationship between the applicant and the land/property ownership where the project is taking place? i.e. freehold/long lease/short lease /lease term? Please provide evidence.	Lion Green - the Council is the sole trustee of the Village Green at Shottermill The freeholds transfers of Haslemere Recreation Ground and High Lane Recreation Ground from WBC have been formally approved by WBC & HTC.

FUNDING DETAILS

16. Estimated project cost	£530,000

17. Please show in the table the amount of CIL funding being sought and any other contributions that may have been allocated for this scheme

	Amount	Detail
CIL funding sought	£530,000	
Any other Local authority contribution eg WBC and/or SCC		
Third party contribution		
Total cost		

18. Detail of additional sources of funding available	None identified at this stage.
19. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding	The works are infrastructure projects that respond to the demands of development, are consistent with strategic planning documents, and fall within eligible CIL expenditure for play areas, parks and open spaces. The proposal specifically links Lion Green improvement to infrastructure identified for developer contribution funding.

20. Please indicate whether the organisation has previously received CIL or other funding sources from either Haslemere Town Council and/or Waverley Borough Council. If yes, provide amounts and timings	n/a
21. Is there a related revenue spend (i.e. day-to-day running costs) associated with the project? How will this be addressed? And who will be responsible for it?	There will be ongoing inspection, maintenance and repair obligations following installation. These would be managed by HTC through its existing amenities/open spaces responsibilities and future budget setting. HTC already maintains relevant public open spaces and children's play areas within committee remit.

VALIDITY CHECKLIST (FOR THE APPLICANT TO COMPLETE)

Criteria	**Tick to confirm**
The project is of benefit to residents of the Council's electoral area	
You hold a bank account in the name of the organisation applying, not an individual	
This application is accompanied by either the latest audited financial report or, where this does not exist, a forecast budget of income and expenditure relating to the grant application, together with latest budget.	
This application is accompanied by 3 quotes for the work you are wanting done	
The application is not for a project already completed	
The application is not for ongoing costs for a project	
The application is not for annual maintenance or repair	
The application is not a project promoting a political party	
The application is not for a project that conflicts with existing Town Council policies	
The application is not for VAT that you can recover	
The funds are not to contribute to a surplus for charitable distribution or to increase your organisation's reserves	
You consent to acknowledge HTC's contribution in your marketing / promotional material	

Section E: 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 Haslemere Town 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 Haslemere Town Council via the Deputy Town Clerk of any material changes to the proposals set out above. When requested, I agree to provide Haslemere Town Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project. I recognise Haslemere Town 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 Haslemere Town Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Town 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 Haslemere Town Council's website and in public material for publicity purposes. Personal data will not be disclosed without prior agreement of those concerned, unless required by law. For further information on the Council's privacy policy, please see: www.haslemeretc.org

Signed: Pippa Sherriff, Deputy Town Clerk

Organisation: Haslemere Town Council

Date:13 May 2026

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

Signed: _____

Organisation: _____

Date: _____