

GUIDANCE FOR PARISH AND TOWN COUNCILS ON RECEIVING AND THE USE OF CIL FUNDS 2025

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 Liab 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 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.

The deadline for providing the CIL annual expenditure report for financial year 2024 - 2025 to Wiltshire Council is 27th June 2025. The report should be emailed to:

Cilands106@wiltshire.gov.uk

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 2025 to 31st December 2025

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
Aldbourn Parish Council	824	£124,234
Alderbury Parish Council	1055	£159,062
All Cannings Parish Council	267	£40,255
Allington Parish Council	235	£35,431
Alton Parish Council	118	£17,791
Alvediston Parish Council	45	£6,785
Amesbury Town Council	5889	£887,880
Ansty Parish Council	67	£10,102
Atworth Parish Council	531	£80,058
Avebury Parish Council	250	£37,692
Barford St Martin Parish Council	274	£41,311
Baydon Parish Council	280	£42,215
Beechingstoke Parish Council	68	£10,252
Berwick Bassett & Winterbourne Monkton Parish Council	19	£2,865
Berwick St James Parish Council	80	£12,062
Berwick St John Parish Council	129	£19,449
Berwick St Leonard Parish Council	23	£3,468
Biddestone Parish Council	259	£39,049
Bishops Cannings Parish Council	1564	£235,803
Bishopstone Parish Council	274	£41,311
Bishopstrow Parish Council	71	£10,705
Bowerchalke Parish Council	177	£26,686
Box Parish Council	1986	£299,428
Boyton Parish Council	79	£11,911
Bratton Parish Council	550	£82,923
Braydon Parish Council	28	£4,222
Brinkworth Parish Council	571	£86,089
Britford Parish Council	238	£35,883
Broad Hinton & W/Bourne Bassett Parish Council	338	£50,960
Broad Town Parish Council	257	£38,748
Bromham Parish Council	846	£127,551
Broughton Gifford Parish Council	387	£58,348
Bulford Parish Council	1898	£286,160
Bulkington Parish Council	113	£17,037
Burcombe Parish Council	67	£10,102
Buttermere Parish Council	26	£3,920
Castle Combe Parish Council	171	£25,782
Chapmanslade Parish Council	357	£53,825

Charlton Parish Council	204	£30,757
Charlton St Peter & Wilsford Parish Council	79	£11,911
Cherhill Parish Council	334	£50,357
Cheverill Magna (Great Cheverell) Parish Council	253	£38,145
Chicklade Parish Council	36	£5,428
Chilmark Parish Council	231	£34,828
Chilton Foliat Parish Council	194	£29,249
Chitterne Parish Council	150	£22,615
Cholderton Parish Council	89	£13,418
Chute Forest Parish Council	70	£10,554
Chute Parish Council	164	£24,726
Clarendon Park Parish Council	127	£19,148
Clyffe Pypard Parish Council	137	£20,655
Codford Parish Council	404	£60,911
Colerne Parish Council	1103	£166,298
Collingbourne Ducis Parish Council	420	£63,323
Collingbourne Kingston Parish Council	222	£33,471
Compton Chamberlayne Parish Council	55	£8,292
Coombe Bissett Parish Council	309	£46,588
Corsley Parish Council	328	£49,452
Coulston Parish Council	70	£10,554
Dauntsey Parish Council	249	£37,542
Dilton Marsh Parish Council	865	£130,415
Dinton Parish Council	324	£48,849
Donhead St Andrew Parish Council	214	£32,265
Donhead St Mary Parish Council	504	£75,988
Durnford Parish Council	169	£25,480
Durrington Town Council	3350	£505,077
East Kennett Parish Council	48	£7,237
East Knoyle Parish Council	348	£52,468
Easterton Parish Council	284	£42,818
Easton Grey Parish Council	41	£6,182
Easton Royal Parish Council	125	£18,846
Ebbesbourne Wake Parish Council	102	£15,378
Edington Parish Council	345	£52,015
Enford Parish Council	279	£42,065
Erlestoke Parish Council	102	£15,378
Etchilhampton Parish Council	66	£9,951
Everleigh Parish Council	95	£14,323
Figheledean Parish Council	270	£40,708
Firsdown Parish Council	267	£40,255
Fittleton Parish Council	117	£17,640
Fonthill Bishop Parish Council	48	£7,237
Fonthill Gifford Parish Council	58	£8,745
Fovant Parish Council	352	£53,071
Froxfield Parish Council	177	£26,686

Grafton Parish Council	290	£43,723
Great Bedwyn Parish Council	638	£96,191
Great Hinton Parish Council	82	£12,363
Great Wishford Parish Council	162	£24,425
Grimstead Parish Council	266	£40,105
Grittleton Parish Council	252	£37,994
Ham Parish Council	89	£13,418
Hankerton Parish Council	130	£19,600
Heddington Parish Council	195	£29,400
Heytesbury & Knook Parish Council	392	£59,102
Heywood Parish Council	345	£52,015
Hilmarton Parish Council	320	£48,246
Horningsham Parish Council	170	£25,631
Keevil Parish Council	204	£30,757
Kennet Valley Parish Council	381	£57,443
Kilminster Parish Council	142	£21,409
Kington Langley Parish Council	343	£51,714
Kington St Michael Parish Council	331	£49,905
Lacock Parish Council	480	£72,369
Landford Parish Council	807	£121,671
Latton Parish Council	247	£37,240
Leigh Parish Council	172	£25,932
Little Bedwyn Parish Council	124	£18,695
Little Cheverell (Parva) Parish Council	78	£11,760
Little Somerford Parish Council	156	£23,520
Longbridge Deverill Parish Council	407	£61,363
Luckington Parish Council	284	£42,818
Ludgershall Town Council	2512	£378,732
Lydiard Tregoze Parish Council	239	£36,034
Maiden Bradley Parish Council	171	£25,782
Manningford Parish Council	175	£26,385
Marden Parish Council	61	£9,197
Marston Meysey Parish Council	96	£14,474
Marston Parish Council	72	£10,855
Mere Parish Council	1626	£245,151
Mildenhall Parish Council	210	£31,662
Milston Parish Council	59	£8,895
Milton Lilbourne Parish Council	250	£37,692
Minety Parish Council	625	£94,231
Monkton Farleigh Parish Council	196	£29,551
Netheravon Parish Council	498	£75,083
Netherhampton Parish Council	83	£12,514
Nettleton Parish Council	310	£46,738
Newton Tony Parish Council	178	£26,837
North Newnton Parish Council	201	£30,305
North Wraxall Parish Council	183	£27,591

Norton & Foxley Parish Meeting	57	£8,594
Norton Bavant Parish Council	52	£7,840
Odstock Parish Council	252	£37,994
Ogbourne St Andrew Parish Council	172	£25,932
Ogbourne St George Parish Council	220	£33,169
Orcheston Parish Council	119	£17,942
Patney Parish Council	70	£10,554
Pitton & Farley Parish Council	345	£52,015
Poulshot Parish Council	156	£23,520
Quidhampton Parish Council	192	£28,948
Ramsbury Parish Council	900	£135,692
Redlynch Parish Council	1143	£172,329
Rowde Parish Council	602	£90,763
Rushall Parish Council	70	£10,554
Salisbury City Council	20192	£3,044,332
Savernake Parish Council	127	£19,148
Sedgehill & Semley Parish Council	276	£41,612
Semington Parish Council	454	£68,449
Shalbourne Parish Council	277	£41,763
Sherrington Parish Council	32	£4,825
Shrewton Parish Council	887	£133,732
Sopworth Parish Council	62	£9,348
South Newton Parish Council	281	£42,366
South Wraxall Parish Council	213	£32,114
Stanton St Bernard Parish Council	78	£11,760
Stanton St Quintin Parish Council	261	£39,351
Stapleford Parish Council	128	£19,298
Staverton Parish Council	810	£122,123
Steeple Ashton Parish Council	433	£65,283
Steeple Langford Parish Council	249	£37,542
Stert Parish Council	85	£12,815
Stockton Parish Council	91	£13,720
Stourton Parish Council	98	£14,775
Stratford Tony Parish Council	26	£3,920
Sutton Benger Parish Council	569	£85,788
Sutton Mandeville Parish Council	116	£17,489
Sutton Veny Parish Council	328	£49,452
Swallowcliffe Parish Council	91	£13,720
Teffont Parish Council	135	£20,354
Tidcombe & Fosbury Parish Council	47	£7,086
Tidworth Parish Council	3943	£594,483
Tilshead Parish Council	149	£22,465
Tollard Royal Parish Council	58	£8,745
Trowbridge Town Council	16867	£2,543,025
Upavon Parish Council	603	£90,914
Upper Deverills Parish Council	158	£23,822

Upton Lovell Parish Council	85	£12,815
Upton Scudamore Parish Council	142	£21,409
West Ashton Parish Council	220	£33,169
West Knoyle Parish Council	68	£10,252
Westwood Parish Council	538	£81,114
Whiteparish	641	£96,643
Wilcot & Huish Parish Council	279	£42,065
Wilsford-cum-Lake Parish Council	53	£7,991
Wilton Town Council	2179	£328,526
Wingfield Parish Council	137	£20,655
Winsley Parish Council	890	£134,185
Winterbourne Stoke Parish Council	89	£13,418
Winterslow Parish Council	873	£131,622
Woodborough Parish Council	135	£20,354
Woodford Parish Council	213	£32,114
Worton Parish Council	266	£40,105
Wylfe Parish Council	209	£31,511
Yatton Keynell Parish Council	392	£59,102
Zeals Parish Council	327	£49,302