

# CIL Expenditure Application Form

Bids under £10,000

## 1. Organisation(s) proposing the project

If this is a joint project, who will be leading on delivery?

Suffolk County Council Public Rights of Way Team

Lead Officers: Jenny Moss (Rights of Way Area Officer); Ben Heather (East Area Rights of Way Manager)

## 2. Project name

Holbrook Footpath 23 Boardwalk

## 3. Project location

Address: Holbrook Footpath 023, Fishponds Lane, Holbrook, Suffolk

## 4. Description of proposed Infrastructure

What do you want to provide for the community?

To improve the surface condition of a popular footpath through the wildlife site of Holbrook Gardens (Holbrook Footpath 23) that forms an important walking route connecting to 4 other popular footpaths on the network that link to the nearby village of Freston.

The footpath currently has an old 2 sleeper wide structure (less than 1m) approx. 20 m long with chicken wire which is narrow and difficult to walk on and pass other users

The project would provide the community with the construction of a 20m long x 1.2 m wide boardwalk (current British specifications) which would have anti slip strips or weld mesh with sloping ends.

## 5. Project Aims

What is the purpose of the project? What are the community benefits that you want to provide?

The Rights of Way Area officer is currently engaging with a local resident of Holbrook who is an advocate for accessibility due to her becoming a recent amputee.

A day was recently spent with this local resident and the rights of way area officer whereby she highlighted where small improvements could be made to make life easier for individuals with accessibility issues. Holbrook Footpath 23 cuts through a beautiful area of woodland in the wildlife site of Holbrook Gardens.

This footpath was identified as being one for some accessibility improvements due to there currently being an old 2 sleeper wide structure (less than 1m) approx. 20 m long with chicken wire which is narrow and difficult to walk on and pass other users safely – not to current British Specifications. It also limits users with reduced mobility and people with push chairs.

The project would aim to remove this old structure and replace it with a new 20m long x 1.2 m wide boardwalk which would have anti slip strips or weld mesh with sloping ends.

There is another boardwalk further a long the footpath which would also benefit from a small improvement of a slope rather than a step.

This project would also compliment another boardwalk project that was funded last year on Freston Footpath 32.

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## 6. The type of proposed Infrastructure (please tick):

Provision of health facilities	
Provision of leisure and community facilities	
Provision of 'off-site' open space	
Strategic Green Infrastructure	X
Maintenance of new and existing open space/strategic green infrastructure	
Strategic flooding	

Provision of waste infrastructure	
Public transport improvements	
Provision of library facilities	
Provision of additional pre-school places at existing establishments	
Provision of primary school places at existing schools	
Provision of secondary, sixth form and further education places	

## 7. Who will benefit from the proposed Infrastructure?

This footpath is well used already by the local community, but these improvements would reach a wider audience that are currently unable to access the route due to reduced mobility and unable to walk on the current sleeper structure.

## 8. How have you identified need and support?

Please provide details of any community consultation that has taken place and any additional documentation that supports the project e.g. Village / Parish/ Neighbourhood Plan, letters of support from the Parish Council and/or Ward Member. Does the project support growth and/or mitigate existing infrastructure inadequacies?

The Rights of Way Area officer is currently engaging with a local resident of Holbrook who is an advocate for accessibility due to her becoming a recent amputee.

A day was recently spent with this local resident and the rights of way area officer whereby she highlighted where small improvements could be made to make life easier for individuals with accessibility issues.

This footpath was identified as being one for some accessibility improvements.

## 9. Existing Infrastructure

Ownership - If your application is successful you may need to be able to provide a copy of the land ownership documents.

# CIL Expenditure Application Form

How do you hold the land or buildings at present?

Freehold

☐

Leasehold

☐

Do not own the land

☐ TICK

If you have a leasehold or do not own the land please state the name and address of the owner and the date of expiry of the lease (if applicable).

Public Rights of Way – SCC has powers to improve surfaces of Public Rights of Way. Public rights of way officer will liaise with the landowner prior to and during works.

If you do not own the land, do you have permission from the landowner to implement your project? If so, please provide evidence.

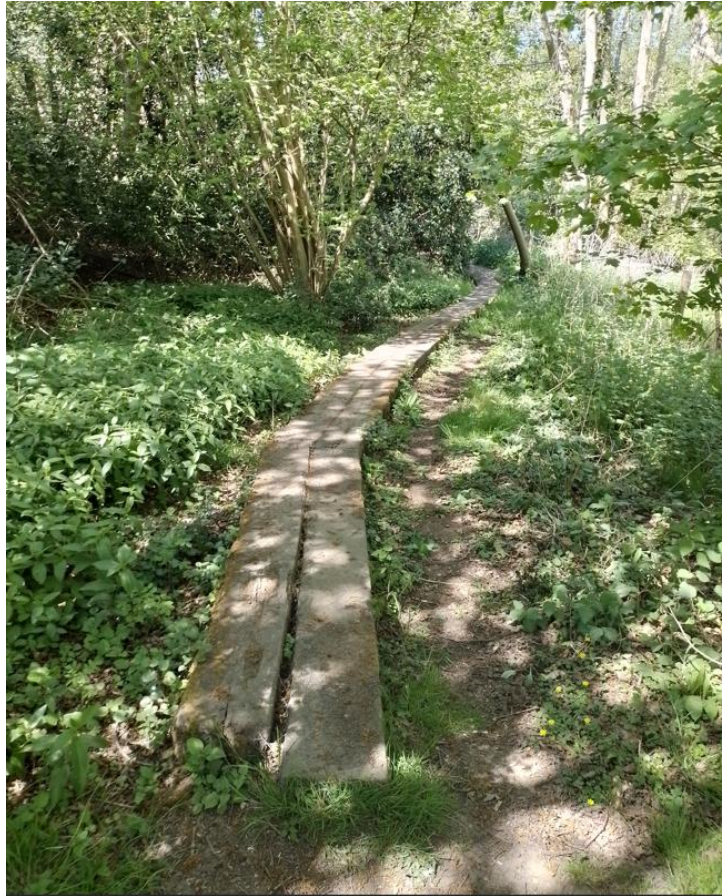
Yes, Highways Act 1980 s66 etc

What is the area (size in square meters (m<sup>2</sup>) or hectares (Ha)) of the land?

Approx 20 m long sleeper structure on a footpath approx. 2 m wide.

What is the existing Infrastructure constructed from and what is the approximate age?

The existing structure is an old narrow 2 sleeper wide structure (less than 1m) approx. 20 m long with chicken wire which is narrow and difficult to walk on and pass other users safely. (See photo below).



## 10. Usage of the existing Infrastructure

please give details of the current use (if applicable)

Group/Organisation Name	Number of users per week/month
Local residents, walkers, walking groups, dog walker	Difficult to estimate. Due to surface conditions, year round use will be limited.

# CIL Expenditure Application Form


(Please continue on a separate sheet if necessary)

What will be the expected increase in users/ new usage after the scheme has been completed?

Group/Organisation Name	Number of users per week/month
Local residents, walkers, walking groups, dog walker	Due to accessibility improvements we would expect to see an increase in usage

## 11. General Information

Have you liaised with Building Control and Planning regarding this project?

n/a

Please state the name of the officer dealing with this



# CIL Expenditure Application Form

If you have Planning Permission please give the reference number



If you have Building Regulations please give the Council Building Control reference number or Approved Inspector Details

Please ensure you seek independent advice as to whether planning permission is required before embarking on your project.

Have quotations been sought in respect of the proposed works/equipment? Please note that a minimum of three quotes using a common specification should be obtained. **Quotes should be provided on the basis of the quote being held static for a 6 months period.**

Please list quotations received below:

<b>Proposed works/equipment:</b>		TBC	
Quote	Name	Amount £	Preferred Contractor
1	TBC	TBC	TBC
2			
3			

## 12. Please provide a breakdown of the project costs

(including quotes to substantiate your figures where possible)

Type of cost	£
Construction of 20m Boardwalk, 1.2m wide with anti slip strips or weld mesh	£ 5000
Administration, logistics undertaken by Rights of Way Team - Officer time to cover landowner liaison, contractor management, design (including CDM regulations)	£ 2000
	£

	£
	£
Net Cost	£ 7000
VAT	
Total Cost	£ 7000

## 13. Funding for this project

(it is very important that you can demonstrate that the funding you are seeking covers the total cost of the project)

Funding Source	Secured Yes/No	If not secured – when will you know	Amount £
SCC officer time in kind	Yes		2000
CIL	No	Via application	5000
Amount being applied for from CIL Fund			5000
Total Funding			£7000

Has any UK Subsidy Control Minimal Financial Assistance been received or offered to your organisation from other Government organisations or other BMSDC funding sources in the last three years? If so, how much? E.g. Local Authority Grants, SCC Locality funds

Unknown

Are you receiving any Voluntary or free services and/or labour to support this project? If so, please provide details:

SCC Rights of Way Officer time in kind

## 14. Predicted timescale for commencement and completion

When do you expect the project to start and finish? Are there any key milestones or payment stages in which the work will be completed?

Start: TBC End: TBC

TBC – according to PRow team's  
capacity and contractors availability  
Key Milestones/Payment Stages:

## 15. How do you expect the proposed Infrastructure to be maintained/funded in the years following completion of the project?

Maintenance to be funded by existing PRow or Highways maintenance budget if required.

## 16. Prioritisation Criteria – Please indicate how your project meets the following criteria

Criteria	Comments
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable	Yes – all PRow projects are delivered with sustainability in mind
Positively scores against provisions /objectives of Joint Strategic Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other BMSDC Strategies or external strategies BMSDC support and/or input into	Yes – this project scores against the Safe, Sustainable and Active Transport policy in the Joint strategic plan to encourage activity in everyday lives.
It represents key infrastructure (essential)	Key component of the rights of way network in the local area
Value for money	Yes – compared with transport strategy infrastructure, a rights of way approach is significantly cheaper

# CIL Expenditure Application Form

Clear benefits	Provision of a more accessible route
Community support	Support from local residents whom identified this footpath as one for accessibility improvements
Deliverability	Yes –the PRow team have found this to be feasible upon initial assessment
Affordability (from CIL funds)	Yes – quote provided by PRow/contractor
Timeliness	Yes – local community raised this as a footpath for improvements
By releasing CIL money can you achieve infrastructure provision through collaborative spend? (i.e Infrastructure providers PC/TCs BMSDC infrastructure provision or LEP/Government funding)	Yes – ProW budget can cover any top up required
Supports housing and employment growth	Yes – the route connects with footpaths to nearby villages
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – will be maintained as a PRow
Must be based on the developing/adopted Infrastructure Delivery Plan unless circumstances dictate otherwise	Support policy of safe, sustainable and active transport
Does the provision of this infrastructure address a current inadequacy in infrastructure terms	Yes – the current structure is old and not accessible for all

By releasing CIL funds, it would allow infrastructure to be realised such that CIL funds are like the last piece of the jigsaw puzzle	Yes – initial feasibility has already been funded (via resource) but without CIL funds, the scheme is unable to progress to capital works/delivery.
Will the infrastructure be capable of being used by the wider community	Yes – the improvements will make this route more accessible for it's users
By provision of infrastructure it would unlock further opportunities within the District for housing and employment growth	Yes – improved links to amenities leading to growth
How does this project address green principles (natural/ biodiversity considerations)	Encourages and enables more green travel
How does this project address sustainability principles( sustainable modes of transport including connectivity to cycle paths footpaths)	Directly addresses the issue of sustainable travel
How does the project address issues of community safety	New structure is wider and safer access
What funding measures are necessary with this project to address state aid implications	N/A


## 17. Declaration

I declare that I have given notice of this proposal to the owner and occupiers of the land and prior to authorisation will produce Title Documentation if required. I confirm that I have advised the Parish/Town Council and Ward Member of this proposal and attach copies of all written comments that they have made.

I declare that I will ensure any funds not spent once the project is complete or if the project fails to be completed will be repaid to the District Councils.

I declare that I am authorised to make this application and that the information given in this application is correct.

# CIL Expenditure Application Form

Signed 	Name Jenny Moss
Position Rights of Way Officer	Date 22/05/2025
Telephone 07514 723515	Email Jenny.moss@suffolk.gov.uk

## Have you remembered to include the following:

Application Form x

Copies of any consultation documents (relating to Question 8)

Estimates/quotes To follow – estimates based  
on works calculator.

Letter of support from Parish/Town Council and/or Ward Member

Site or Location Plan x

**NOTE:** Dependent on the proposal, some applications may require additional information to support the application

## Submitting your application

Please return the completed forms and supporting documents to:

[CILExpenditure@baberghmidsuffolk.gov.uk](mailto:CILExpenditure@baberghmidsuffolk.gov.uk)

The Infrastructure Team  
Babergh and Mid Suffolk District Councils  
Endeavour House  
8 Russell Road  
Ipswich  
Suffolk  
IP1 2BX



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