

COMMUNITY INFRASTRUCTURE LEVY (CIL) Neighbourhood Fund: Annual Monitoring Form

It is a regulatory requirement that Town and Parish Councils in receipt of Neighbourhood Funds must publish an **Annual Monitoring Form** on its website and send a copy of the report to Shropshire Council each financial year. This form must be received by Shropshire Council no later than the 30 September of each year regardless of whether any funds have been allocated or spent.

Section 1. Town or Parish Council Details	
Town or Parish Council:	Kirkby Parish Council
Place Plan Area:	Neobury North
Financial Year:	2024/2025 (1/4/2024 to 31/3/2025)

Section 2. Contact Details	
Name:	Mrs J. Burgess
Organisation:	Kirkby Parish Council
Email Address:	kirkbypc@bt.com
Phone Number:	01562 227449
Address and Postcode:	2 Oakton Place, Kirkby North Worcestershire DY11 6BP

Section 3. Infrastructure Project Funding – Per Financial Year						
	Balance carried forward from previous financial year	CIL funds received within this financial year	Total CIL funds available	CIL funds allocated to projects	CIL funds available for spend in a subsequent financial year ¹	CIL funds spent on projects within this financial year
Neighbourhood Fund	£10649	£5189	£15838	£ /	£15838	£ /

¹ CIL funds retained for spend in a subsequent financial year less allocated funds.

Please Note: If Neighbourhood Funds are not used to support development as specified within this Guidance, or within five years of receipt, Shropshire Council can require repayment of the monies.

Section 4. Summary of Expenditure		Allocated	Spent
Project 1:	N.A	£	£
Project 2:	N.A	£	£
Project 3:	N.A	£	£
Project 4:	N.A	£	£

Section 5. Signed - Off	
Town or Parish Clerk:	Date: 8/9/2025
Town or Parish Chair:	Date: "
Shropshire Councillor:	Date: "