

Grants Policy – December 2024

Purpose

1. The parish council occasionally receives requests for grants from a variety of organisations and aim of this policy is to encourage and support activities and projects which benefit residents.

Introduction

2. A grant is any payment made by the council to be used by an organisation for a specific purpose that will benefit the parish, and /or residents of the parish, and which is not directly controlled or administered by the council.
3. The council will award grants, at its discretion, to community organisations and activities which contribute constructively to the life and wellbeing of some or all of the residents within the parish. For example:
 - Providing a service
 - Enhancing the quality of life
 - Improving recreation and /or sports
 - Improving the environment
 - Promoting the parish in a positive way

Policy

4. The parish council will consider applications for grants from not-for- profit community organisations/groups or charitable organisations based in the parish, or you can demonstrate that the funding will substantially benefit residents of the parish.
5. Each year the parish council will agree an annual budget for the award of grants as part of its annual budget setting process.
6. Each year the parish council will agree the maximum amount of an individual grant award.
7. All applications for grant funding must be submitted direct to the Parish Clerk. Applications will be considered at the next full council meeting.
8. The council may increase or decrease the budget provision for the award of grants should its funding position change during any year.
9. To qualify for an award the applicant must be able to demonstrate:
 - That there is a need for the activity or project to be funded
 - That funding will benefit the parish or residents of the parish
 - That it does not discriminate on grounds of racial origin gender, disability and political or religious persuasion.
10. The council will not fund:
 - Private Individuals
 - Political Parties
 - Religious organisation unless a clear benefit to the community can be demonstrated irrespective of religious beliefs.

- National organisations except where it can be demonstrated that the funding will substantially benefit residents of the parish.
- Purposes for which there is a statutory duty upon other local or central government departments to fund or provide.

Grant application and award process

11. Any application for funding must be made using the appropriate application form.
12. A guidance note has been prepared to assist applicants.
13. Application forms are obtainable from the Parish Clerk or can be downloaded from the council's website.
14. On receipt, the Parish Clerk will review the application and supporting information and follow up any queries or obvious omissions with the applicant.
15. All eligible applications will then be considered by the full council.
16. Where a member of the council is a member of a group /organisation applying for funding that Member must consider whether in accordance with the Code of Conduct, it is necessary for them to declare an interest in the matter.
17. Where additional information is considered necessary to fully consider or prioritise an application, applicants will be invited to meet with full council to further discuss the application prior to a decision being made.
18. All applicants will be notified in writing of the outcome of council funding decisions.
19. All awards will be subject to the applicant accepting grant terms and conditions.
20. The council reserves the right to make an award of any grant subject to additional conditions and requirements as it considers appropriate.
21. The council's decision on any application is final and there is no right to appeal.
22. The council reserves the right to decline any application which it considers inappropriate or against the objectives of the council without giving reasons for its decision.
23. The council will not commit to any continuing expenditure unless previously approved.
24. Nothing in this policy prevents the council from providing a grant to a group or organisation or project without application where the council considers that the giving of such a grant will bring benefits to the parish or its residents, e.g in the event of an unforeseen emergency event.

Approval and Review Arrangements

26. This policy was approved by full council at its meeting on on 15 January 2025. It will be reviewed on an annual basis by full council.