

Charlton Horethorne Parish Council

Grants Policy

The Parish Council has a limited budget of public money. We therefore seek to adopt transparent and fair policies with regard to the allocation of funds eg on the award of contracts and grants. We also will be keen to ensure widespread consultation ahead of our budget making and precept setting meeting each year. As part of this approach, the Parish Council agreed a Grants Policy and Application Form on 26 October 2015 to guide our decisions when allocating limited resources.

The Parish Council has some powers to award grants to organisations and projects in the parish. Section 137 of the Local Government Act 1972 further empowers a Parish Council to spend some of its money, subject to limits, on purposes that it considers to be "in the interests of, and will bring direct benefit to, their area, or any part of it, or all or some of its inhabitants." The maximum allowed to be spent in the 2015-16 financial year is calculated at £7.36 per elector. Grants under Section 137 are only available to Groups or Organisations (personal applications cannot be considered) and any grant requests must be submitted on a Parish Council Grant Application Form. The request must be from a Group or Organisation that supports or has a direct benefit to the residents of Charlton Horethorne Parish (the village and hamlets of Sigwells and Stowell).

The Parish Council will review its Grants Policy in relation to the development of the Community Plan, reserving the right to identify particular areas for support in future years in order to support activity and facilities that are highlighted by the Parish and its villagers as priorities.

In respect of grant allocation, the Parish Council agrees:

- 1 That all applications for grants should be made on the agreed Parish Council application form that is available in print and online (Appendix 1)
- 2 That the Parish Council will require an application form following the principles below on all applications, even of a potentially recurring nature
- 3 That applications should be in support of projects (eg events, particular activity, services, capital spend) that will improve the economic, environmental and/or social wellbeing of the Parish and its residents
- 4 That applications should state the anticipated benefit to the Parish and its residents, or part thereof (eg younger people, the Millennium Green)
- 5 That applications should indicate how the project would add value and not duplicate existing services, facilities, events or activities
- 6 That applications should demonstrate support for or interest from a significant part or section of the Parish communities
- 7 That applications should be made in advance of any spend for which funding is sought; any application made retrospectively must only be for exceptional reasons with evidence of sound justification for a late application

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- 8 That where the applicant is an organisation, it must hold its own bank account, provide a published statement of its objectives, have a management committee or board of governors or trustees, and hold minuted meetings and an annual general meeting
- 9 That such applications from an organisation should be accompanied by the last three years of accounts, in order for the Parish Council to ascertain the financial standing of applicants, including the level of reserves
- 10 That applications that are not from organisations or that cannot be accompanied by the last three years of accounts must include a budget, including other sources of income that has been sought, if any, and an indication of project management and financial procedures that are in hand, with named individuals to take responsibility
- 11 That the applicant is not an individual (eg for personal sponsorship)
- 12 That the project will give equality of opportunity between people and will not discriminate unlawfully
- 13 That grant payments will be one-off, without assurance of future funding
- 14 That in general the grant should support one-off projects and not contribute to an organisation's general revenue costs
- 15 That the grant may be used for capital expenditure where there are no alternative sources of support (eg for new activity in the village or hamlets)
- 16 That the grant may be used to facilitate match funding from other organisations, but match funding is not a requirement for Parish Council funding
- 17 That exceptions to the above will be uncommon and for the purposes of one off village activity that has a sound project plan and can demonstrate support and effective management of the event
- 18 That the decision of the Parish Council will be final.