

Broadhempston Parish Council

PARISH GRANT FUNDING POLICY

Introduction

A grant is any payment or gift made by the Parish Council to an organisation for a specific purpose.

The law requires that Section 137 grants must be “in the interests of, or will directly benefit, the area or its inhabitants, or of part of it, or of some of it” and “the direct benefit should be commensurate with expenditure.” Similar considerations will apply when considering applications for other grants.

When setting the budget for the coming year the Parish Council will agree an amount which will be available for allocation during the following financial year, and this is the maximum amount that will be available for distribution in March of each financial year. Allocating in March means that, in the unlikely event that an emergency occurs during the financial year that requires funding, money allocated for grant funding may be used and the amount available for grants will be reduced.

The Parish Council aims to encourage the formation, continued existence and improvement of a wide range of voluntary, sporting, leisure, cultural and community facilities for the benefit of parishioners.

Greater emphasis will be placed on applications from local rather than national organisations. The Parish Council will not commit a future Parish Council by promising continued assistance.

Applications process

Organisations requesting financial assistance will be requested to submit:

- A completed application form.
- A copy of the most recent annual accounts.
- If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

Organisations will normally be expected to have clear written aims and objectives, a written constitution and a separate bank account.

Applications will not be considered from:

- Individuals.
- A political party.
- Private organisations operated as a business.
- “Upward funders” i.e. local groups where fund-raising is sent to a central HQ for redistribution.

Assessment process

The Parish Council will consider grants once a year, in February, with agreed payments being made in March.

The timetable for applications will be displayed on the village notice boards and website.

Each application will be assessed on its own merits. However, to ensure as fair a distribution as possible of available funds, the Council will consider the amount and frequency of any previous awards. Due account may also be taken of the extent to which funding has been sought or secured from other sources or fund-raising activities.

Successful applications

Organisations receiving grant funding are required to advise their users/ members that the grant or equipment has been received from the Parish Council.

Where equipment is gifted to an organisation, the Parish Council requires that it be insured and maintained at the expense of the user.

Applicants are required to report update the Parish Council once grant funding has been spent to expand on how the funding was used and the benefits to the organisation.

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Policy reviewed February 2026 – no amendments required.

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