



## DOCUMENT CONTROL

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## Grants and Donations Policy

### Introduction

Alongside other powers, section 137 of the Local Government Act 1972 gives Parish Councils the power to spend money on activities that can clearly demonstrate how they will benefit the Parish and its residents.

Stanton under Bardon Parish Council has resolved to allocate funding each year to be used specifically to offer grants to local community groups undertaking projects locally, or to wider organisations that provide benefit to the parish or its inhabitants.

Due to a maximum prescribed amount of expenditure to which any Parish Council may spend under Section 137 in any one year, the amount of money must be closely monitored. Moreover, no further money will be allocated from the budget if all monies are committed before the end of the financial year.

### Criteria for Grants

To ensure that all applications are dealt with fairly and in a consistent manner, the Parish Council will only consider applications from non- profit groups that can clearly demonstrate how their project or activity will enhance the area and offer improvements to Stanton under Bardon and/or its residents.

As part of the application, the applicant must also submit a copy of their constitution alongside a copy of their latest bank statement to demonstrate that there is a genuine need for a grant or donation.

Applications will be considered on a case by case basis and the Council will look more favourably on applications that can offer an element of match funding as well as taking practical steps to address the long term sustainability of the group or activity.

### Procedure

All applications to the grant scheme will be made through the formal application process. The application form will be available via the website and must be returned to the Clerk in the first instance.

Applications meeting the above criteria will be considered at the next Full Parish Council after receipt by the Parish Clerk.

Applications will be accepted throughout the financial year from any community group that is constituted until all of the money has been allocated.

Where a Member of the Council is a Member of a group/organisation applying for funding, that Member must declare an interest and not participate in the discussion as per the Council's Code of Conduct.

### **CONDITIONS OF THE GRANT**

The council may make the award of any grant subject to all or some of the following conditions:

1. Each community group may only apply once for each financial year
2. Any requests for retrospective funding will not be considered
3. If approved, the grant/donation will be paid as an online payment to the organisations bank account. Payments to an individual will not be permitted.
4. Funding must only be used for the purpose outlining on their application and agreed by Council. Stanton under Bardon Parish Council reserves the right to request repayment of any grant/donation if the monies are not spent on the items agreed.
5. A representative from a group must give a report at the Annual Parish Meeting in May detailing the project and explaining how the grant was spent. A written report with pictures is acceptable.
6. Recognitions of the grant/donation from Stanton under Bardon Parish Council must be made in any publicity.