

Brampton Ash Parish Council Grants Policy

Introduction: Grants and Donations

Brampton Ash Parish Council may set aside a sum of money each year to donate to good causes in the parish as either a grant or a donation. The sum allocated by the Parish Council is part of the annual precept the Parish Council collects from the electorate and is available for distribution from 1 April each year.

The Parish Council is governed by rules set out in the Local Government Act 1972 (section 137) which states the money must be spent on purposes for the direct benefit of the parish and be commensurate with the expenditure incurred: for example, spending a large amount for the benefit of only one or two people is not acceptable.

Contributions may be made to charities and to other bodies that provide a public service on a non-profit making basis, but only in furtherance of their work in the United Kingdom. It is unlawful for a council to contribute to an individual or a charity or a public service body operating overseas, or for purposes of religious worship.

Policy

Applications will be accepted throughout the financial year from individuals acting on behalf of a group, or not-for profit community groups, or where the donation is to provide benefit to residents of Brampton Ash. Any expenditure under the Local Government Act 1972 (section 137) must be properly authorised by resolution, minuted and shown in a separate column in the Parish Council's accounts.

Brampton Ash Parish Council operates the following criteria:

- Only one application per organisation to be made in each financial year
- A limit of £300.00 per organisation will be applied except for exceptional circumstances
- The organisation must be a non-profit making group (and not an individual)
- Grants will not be made retrospectively
- The organisation must be one that, in some way, benefits the local community
- The organisation may be asked to demonstrate a clear need for financial support by providing a description of the project / activity for which a contribution is needed
- The parish council reserves the right to request a set of audited accounts or suitable financial statement to ensure there is a genuine need for a grant
- Organisations that have only recently set up and do not have audited accounts should provide a financial statement regarding their proposed budget instead
- Evidence of efforts to generate income from other sources maybe required
- A report on how the money was spent may be requested and, if required, should be submitted to Brampton Ash Parish Council with details of the outcome
- Monitoring may take place

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Procedure

Applications will be considered throughout the year but must be received no later than 1st October in each year, for payment to be made between 1st April and 31st March of the following year. This is required so that the Parish Council can formulate its budget and precept application within the time constraints that apply to local authorities.

Applications will be an agenda item for consideration at Parish Council meetings. The Parish Council will make their decision on an application based on the information provided. Please note that all agenda papers are published and they are, therefore, in the public domain. The Clerk of the Parish Council will inform the applicant of the Parish Council's decision and arrange payment to successful applicants or an explanation if the grant or donation application was unsuccessful.

In the case of successful applications, the Parish Council reserves the right to request a written receipt from the organisation and a note to show that the funds have been used for the purposes specified in the application.

The Parish Council reserves the right to require repayment in the event of the outcome specified in the application not being achieved.

Grant / Donation Application Process

If you consider your organisation is eligible to apply for a grant or donation please apply in writing to the Parish Council's Clerk, using the Feedback and Contact form on the Parish Council's website <https://www.parish-council.com/bramptonash/>

If you have any queries, please contact the Parish Council Clerk, as above, to discuss your application.

Policy approved by resolution and adopted by Brampton Ash Parish Council

Signed _____ S Power _____ Chair

Date 24th April 2023