

Lilford Wigsthorpe Thorpe Achurch Parish Council

Small Grants Awarding Policy

Lilford Wigsthorpe Thorpe Achurch Parish Council is committed to providing assistance and support to local community groups. The Council runs an annual small grant scheme and village groups and clubs are invited to apply. This policy sets out the procedures and terms and conditions of the small grant process.

Application Process

Applications may be made at any time using the Small Grant Application form available on the website or from the Clerk.

The Council will consider the application at the next meeting it holds.

Notification and Payment

All applicants will be notified of the Parish Council's decision by the Clerk.

If an application is successful, payment will be made to the Organisation either by cheque or by bank transfer.

Grant Conditions

The following conditions apply:

Grants will be awarded up to a maximum of £100 unless the Council considers that there are exceptional circumstances.

All applications must directly benefit the residents of Lilford, Wigsthorpe, Thorpe and Achurch. Grants cannot be issued to individuals.

Applicants should be a non-profit making organisation where membership is open to all (i.e. no discrimination of membership on grounds of gender, race, religion, etc.)

Grants cannot be made to fund political activities.

Grants must be for a specific cost or project, they cannot be requested for general reserves.

Successful applicants will be required to provide the Council with an update during the year, providing details of how they have spent the grant money.

Only one grant will be given to any group or organisation, or for any particular purpose on any financial year.

Grants will not be awarded after the relevant event or project has been completed.

Where an applicant is successful, the Council shall determine the amount, using the figure requested by the applicant as a guide only.

The Council reserves the right to request repayment for any grant where an applicant does not comply with these conditions.

The Council's decision on any application is final and there is no right of appeal.

The Council reserves the right to decline any application without giving reasons for its decision.

Where a Councillor is a member of a group or organisation applying for funding, the Councillor must declare an interest in the matter and refrain from voting.

Nothing in this policy prevents the Council from providing a donation to a group, organisation or project at any other time.

Approved 12.09.2023 – to be reviewed annually.

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Small Grants Application Form

By submitting an application, you are confirming that you abide by the grant conditions in Lilford Wigsthorpe Thorpe Achurch Parish Council's Small Grant Awarding Policy.

PLEASE COMPLETE IN CAPITAL LETTERS AND RETURN TO THE CLERK.

Name of organisation or group			
Registered Charity No: (if applicable)			
Purpose of organisation or group			
Contact name:			
Contact address:			
Contact Tel:		Contact email:	
Amount requested:	£	Bank account name	
Bank sort code		Bank account number	
Purpose of grant:			

This section for Parish Council use only:

Date application received:		Date payment sent:	
Amount of grant		BACS/cheque No:	
Parish Council decision		Date decision made:	