

## **GRANTS AND DONATIONS POLICY**

This document sets out the parish council's policy and procedure for grant and donation making. Its aim is to encourage and support activities and projects which will benefit the parish of East Bridgford.

A grant is awarded for a particular defined purpose. A donation is awarded for a general purpose.

The parish council's aim is to ensure that all our award-making activity is:

- open
- transparent
- fair
- competitive
- supports local organisations

Our yearly budgeting process is completed in November/December and offers for the following financial year cannot be made until council approves the budget estimates.

### **PARISH COUNCIL POWERS and SECTION 137**

A parish council has a number of powers granted under various Acts of Parliament which enable it to spend money.

In addition, if a council lacks a particular power it may consider the use of the statutory power of Section 137 of the Local Government Act 1972, which permits it to make grants and donations which in the opinion of the council are in the interests of the parish, or any part of it, or is in the interest of all or some of its inhabitants.

The parish council has no obligation to spend all or any of the money available under S.137. This money is not 'gifted' to the parish council; it forms part of the Precept which the parish council makes on the District Council. The cost of any grants or donations is therefore reflected in residents' council tax bills.

### **WHO IS ELIGIBLE TO APPLY?**

To be eligible for the award of a grant under Section 137 an organisation must:

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- be established for charitable, benevolent, social, cultural, recreational or philanthropic purposes
- have a constitution, or set of rules, which define its aims, objectives and operational procedures
- be able to provide a copy of its latest annual accounts and/or most recent bank statement
- have a bank account operated by a minimum of at least two joint signatories

### **WHAT CAN BE FUNDED?**

- the project should be something that makes the local community a better place in which to live, work or visit
- it should benefit people who live in the parish
- there must be clear evidence that local people support the project and are involved in carrying it out
- applications do not have to be from groups that already exist
- each group may only make one application per financial year
- applications will be considered for day-to-day running costs and individual projects

### **THE FOLLOWING ARE NOT ELIGIBLE**

- support for individuals or private business projects
- projects that are the prime statutory responsibility of other government bodies
- projects that improve or benefit privately owned land or property
- projects that have already been completed or will have been by the time the grant is made

### **CONDITIONS OF SUPPORT**

The council may make the award of any grant subject to all or some of the following conditions. Required conditions will be at the discretion of the council and take into account your organisation's individual circumstances.

- In order to fully understand your project or activity the parish councillors may wish to visit your project or activity, prior to the project or activity commencing. They may also wish to conduct a site visit once your funded project is underway.

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- You will write to confirm receipt of the cheque for audit purposes-
- Funding must only be used for the purpose agreed with the parish council and if the monies are not spent on the items agreed, they must be returned.
- You should show the funding awarded separately in your published financial accounts and the Parish Council should have access to your financial records, on request, where appropriate.
- A representative of your organisation should give a report at the Annual Parish Meeting (held on an evening between March and May each year) on how you spent the money and if appropriate how your project went.

### **HOW WILL DECISIONS BE MADE?**

The decisions will be made by the East Bridgford Parish Council. The Council's decision is final. Unfortunately we may not be able to fund all projects as there may be more applications than there is money available, however all applications will be considered carefully. Due account will be taken of the extent to which funding has been sought or secured from other sources or own fund-raising activities.

### **HOW TO APPLY**

Applications should be made in writing. Please apply to the Clerk for a standard application form or download one from the parish council website at

[www.eastbridgford.org/parishcouncil/GrantsAndDonations.html](http://www.eastbridgford.org/parishcouncil/GrantsAndDonations.html)

This policy was agreed and adopted by East Bridgford Parish Council at its meeting of 1<sup>st</sup> February 2016.