



## Grants Policy

### Introduction

A grant is any payment made by a Parish Council to an organisation for a specific purpose to benefit the Parish, or residents of that Parish. The organisation must not be directly controlled or administered by the Parish Council- we can't make grants to ourselves!

Legally, the power to award grants is under the General Power of Competence, which allows Parish Councils "to do anything individuals generally may do as long as they do not break other laws." The Parish Council may also make grants to registered charities under S137 of the LG Act 1972, as long as that grant is spent for the benefit of part, or all of the community. Grants must not be to an individual. Grants must be commensurate to the benefit, represent value for money, and be fairly distributed.

The Council adopts its annual budget in May each year. The Council is not obliged to award grants and may decide, balancing other budgetary requirements, not to allocate any funding for grants, or may allocate a fund from which to pay grants. Setting aside that fund does not guarantee that all or any applications will be successful. Once the allocated fund has been spent, no other applications for grants will be considered unless deemed by Council to be emergency requests.

**Grants may be awarded to not for profit, charitable, or other volunteer organisations or worthy causes that demonstrate** a) clear need for financial support and b) that a grant will help achieve an objective to benefit the Parish by either : -

- i) Positively promoting the Parish of Purley on Thames
- ii) Improving the environment within the Parish
- iii) Enhancing the quality of life for all or a section of the community of Purley on Thames.
- iv) Providing a service to all or a section of the community of Purley on Thames.

**Grants will not be awarded by the Parish Council to: -**

Private individuals.

Commercial organisations.

Political parties.

Religious organisations, unless for a purpose that does not discriminate on grounds of belief.

Local groups seeking to raise funds exclusively for use or redistribution outside the Parish.

Purposes for which central or local government has a statutory duty to fund unless that duty has been devolved to the community by agreement.

Any organisation which the Parish Council considers has racist, sexist, extremist or other policies which the Parish Council considers to be unacceptable.

To publicise or promote any organisations.

To any organisation that does not have its own bank account, which must be under the control of more than one signatory.

Grants will not be made retrospectively.

Grants will generally not be made for running costs.

Only one grant application will be considered from any organisation during the financial year. That grant application can be broken down into sections, and the Parish Council has a discretion to allow all or part of an application.

Grants will be for the current financial year only and will not automatically be renewable. Further applications can be made in subsequent years. However, the award of a grant does not imply that any future application will be successful.

The Council retains a discretion to add to the list of exceptions.

### **Procedure- application**

All applications will be considered at the same time.

Applications are to be submitted to the Clerk, in the period from 1 September to 30 November each year, who will collate applications for presentation to the appropriate Council meeting or if delegated by Council to the Grants Working Group.

Application forms will be available on the website or on request from the Parish Council office. Completed applications should be returned to Purley on Thames Parish Council at The Parish Office, Goosecroft, Purley on Thames RG8 8 BW or by email to [clerk@purleyonthames-pc.gov.uk](mailto:clerk@purleyonthames-pc.gov.uk)

It may be helpful for applicants to support the application setting out project details, accounts details, evidence of the need for funding, the financial status of the applicant over a period of time, a project or business plan, a constitution or detailed aims and objectives, evidence that the Parish Council will not be the sole source of funding for the project, evidence that members (and how many) live within the Parish, and evidence of equal access for all and/or of any restrictions on who can use the services to be offered.

After submission of the application, the Parish Council may, but need not, request further supporting evidence, or invite the applicant to meet Council or the Grants

Working Group to make a presentation and answer questions in support of the application.

Funding available for grants is limited. There may be many deserving applications and inevitably not all of which may be successful. Particular emphasis will be given on ensuring that any grant made will be put to the best possible use by the recipient and as to the number of people in the Parish likely to benefit from the award.

### **Procedure- assessment**

Each application, assuming it meets the criteria set out, will be determined on its merits. However, the Parish Council will consider amongst other factors:

- a) the number of and amount of any previous awards,
- b) the perceived benefit being commensurate with the funding to be granted,
- c) other funding requests and options being considered by the applicant.
- d) other benefits the applicant receives from the Parish Council

If the Parish Council decides in principle to award a grant it may choose to do so subject to such conditions and requirements as it considers appropriate.

The Parish Council will refuse any grant application it considers to be inappropriate or contrary to its objectives and has an absolute discretion as to whether to award any Grant.

The Parish Council will provide written notice of its decision and will aim to do so by 31 January, and if the offer of a grant is accepted on the conditions set by the Parish Council, will make payment by the 28 February.

The Parish Council will publish a full list of successful grants once payment is made.

### **Conditions of funding**

- a) A grant award must be used solely for the purpose set out in the application unless prior written approval for any variation is granted by the Parish Council
- b) All publicity or information relating to the project for which a grant is awarded must recognise the grant made by Purley on Thames Parish Council.
- c) The recipient must provide in a timely fashion such information as the Parish Council may reasonably seek as to the project.
- d) If the recipient is unable to proceed with the project for the purpose stated, the grant or any part of it not spent must be returned to the Parish Council
- e) Any organisation to which a grant is awarded must make their members aware that Purley on Thames Parish Council have provided the grant.
- f) Recipients of grants must administer and account for the funding received and supply such evidence of expenditure as the Parish Council may reasonably request.

Nothing within this policy shall preclude the Parish Council, at any time, from exercising its existing duties or powers in respect of providing financial assistance or grants to local or national organisations under the provisions of the Local

Government act 1972 S137 as amended, the Localism Act 2011 or the Parish Council's (General Power of Competence) (Prescribed Conditions) Order 2012

The Grants Working Group will also consider quasi grant applications that are received and seek such information as it sees fit in order to be able to make recommendations to Council as to making payments.

The Grants Working Group may seek additional budget provision from the Parish Council.

The Grants Working Group after consultation with the Events Committee will recommend to Council the distribution of any profits made from any events run by the Parish Council for consideration by Council.

Policy adopted under resolution P23/103-7 and minuted.