



STOKE SUB HAMDON PARISH COUNCIL

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GRANTS POLICY

Stoke sub Hamdon Parish Council recognises the value of local social, recreational, cultural or charitable organisations in the village run for the benefit of all our villagers and is keen to support those organisations within the Council's normal financial restraints. It does this by way of grant funding.

This Grant Policy sets out-

- **The type of grants available**
- **Who can apply**
- **What can be funded**
- **What the Council can't fund**
- **Conditions of Support**
- **How to apply**
- **How decisions are made**

1 TYPE OF GRANTS

Stoke sub Hamdon Parish Council has legal powers to make grants within its discretion for the benefit of the village in two ways:-

a. Statutory Grants

Under the **Local Government Act 1972, s11** the Parish Council is empowered can lawfully issue grants pertaining to its statutory powers. This type of grant is usually given for those projects the Council have resolved to support annually, such as community venues and for some one-off grants for a specific project.

b. S.137 Community Grants

Under Section 137 of the Local Government Act 1972, Stoke sub Hamdon Parish Council has discretionary powers to award grants to local groups or organisations for the purposes of bringing a direct benefit to the parish or its residents. To be considered for an award, applicants must apply for a grant using the Council's Application Form.

The limit of funds available is set annually by the Government using the Retail Price Index and will vary from year to year. (As a reference for 2021/22 the limit is £8.41 per head of population). In practice the amount available in the Council's Budget each year will be considerably less than this for financial viability.

The Parish Council will include in its annual Budget a total figure for each type of grant mentioned above.

2 WHO CAN APPLY?

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

- be established for charitable, benevolent, social, cultural, recreational or philanthropic purposes and operate in the village of Stoke sub Hamdon
- have a constitution or set of rules, which defines its aims, objectives and operational procedures.
- be able to provide a copy of its latest annual accounts and/or most recent bank statement. Its accounts are to be checked and signed by a person independent of the group.
- have a bank account into which any grant payment can be made.
- Only one application can be made by an organisation per financial year (1 April to 31 March).

3. WHAT CAN BE FUNDED?

- the project or organisation should be something that makes the local community in Stoke a better place in which to live, work or visit
- there must be clearly presented evidence that local people in Stoke support the project and are involved in carrying it out.
- The application must fit one or more of the themes:-
 - Support community involvement with adequate facilities for clubs, groups, societies, associations and cultural events
 - Enhance education, wellbeing and skills of local people
 - Reduce crime and drug abuse and community safety
 - Address social exclusion and enhance opportunities for the disadvantaged

4. WHAT THE COUNCIL CAN'T FUND

- Support for individuals or private business projects.
- Projects that are the prime responsibility of other statutory authorities

- 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.

5. 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 the organisation's individual circumstances.

- The application must be made using the official Application Form.
- Funding must only be used for the purpose agreed with the parish council and if all the monies are not spent on the items agreed, the balance must be returned.
- Details must be provided of the extent to which funding has been sought or secured from other sources or own fund-raising activities.
- Funding must be spent within the financial year awarded and cannot be added wholly or partly to the organisation's reserves. If project costs are more than anticipated on application, any shortfall must be met by the group.
- In order to fully understand your project or activity, parish councillors may wish to visit the project or activity prior to the project or activity commencing. They may also wish to conduct a site visit once the funded project is underway.
- The need to provide evidence of expenditure (receipted invoices) to the Clerk to the Council on completion of project will be discretionary – based on the amount given and the purposes given. (If required, this evidence of expenditure should be equal to, or more than, the total of the amount of the grant detailed on application).
- You must acknowledge the Parish Council's support in all publications, publicity and annual reports.
- 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 in the Memorial Hall) on how the group spent the money and, if appropriate, how the group or project is progressing.

6 HOW TO APPLY

An Application Form can be obtained from the Parish Clerk or downloaded from the website. The completed form, together with any additional information requested should be returned to the Parish Clerk. It will then be presented and considered at the next monthly Council meeting.

7 HOW DECISIONS ARE MADE

All applications are considered at a full Parish Council meeting. Applicants are invited to attend this meeting to answer any queries by councillors. Applications will be considered at the beginning of each meeting just after the Public Session and a decision made then.

The decision will be a majority decision by all councillors present at the meeting and the Council's decision is final.

**Approved at the Council meeting
on 3 March 2021**

Review date 2023