



## GRANTS/DONATION POLICY

### GENERAL

- 1.1 The contribution made by organisations and individuals to the well-being of the local community is recognised by the Council as important to our society. The purpose of any grant or donation given by the Council is to support initiatives in the local community and/or to help create opportunities for its residents that are not as a matter of course, funded by the Council.
- 1.2 These notes have been prepared to explain the main details of the Council's Grants/Donations Policy.
- 1.3 Although the Council will give as much help as possible, the administration of and accounting for any grant or donation shall be the responsibility of the recipient.
- 1.4 Guidance will be given to applicants as to how much money is available in a specific financial year. It is important that applicants can provide full justification for a request for financial assistance to the Council in writing and/or by attendance at a Council Meeting.
- 1.5 Except in emergency situations any payment would form part of the agreed budget for the following financial year.

### CONDITIONS OF FUNDING

1. Applications will be considered from individuals as well as organisations. Applications will be considered for day to day running expenses and individual projects.
2. Applications will not be considered from:
  - a. Organisations intending to support to oppose any political party or to discriminate on the grounds of race or religion.
  - b. Private organisations operated as a business to make a profit or surplus.
  - c. "Upward funders", ie social groups whose fund raising is sent to their central HQ for redistribution.
3. Applications will not normally be considered from national organisations or local groups with access to funds from national "umbrella" or "parent" organisations, unless funds are not available from their national bodies, or the funds available are inadequate for a specified project.
4. Applications from religious groups will be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs.

5. Applications from education, health or social service establishments will be considered where the organisation can demonstrate that it is working in partnership with other groups and where there are benefits to the wider community within the Parish.
6. The organisation will normally be expected to have clearly written aims and objectives, a written constitution and membership rules, copies of which should be submitted as part of the application. In addition, an organisation must demonstrate that it is properly managed and able to run its affairs responsibly. Individuals may be required to provide references to back their application.
7. All applications must demonstrate clearly how a grant or donation will be of benefit to the local community with the Parish.
8. An organisation is required to submit audited accounts or accounts that have been independently examined by a suitably qualified person, for the previous two financial years or in the case of a newly formed organisation a detailed budget and business plan. Public bodies are exempt from this provision.

In the case of private individuals, proof of spend in line with the conditions upon which the grant was agreed will suffice.

9. An organisation is required to have a bank account in its own name with two authorised representatives required to sign each cheque.
10. Ongoing commitments to award repeat grants or donations in future years will not be made. A fresh application will be required each year.
11. Each application will be assessed on its own merits and will be considered along with other applications at a full meeting of the Council.
12. Due account will be taken of the extent to which funding has been sought or secured from other sources or own fund-raising activities.
13. The Council may make the award of any grant or donation subject to such additional conditions and requirements as it considers appropriate.
14. The Council may choose by resolution at a Council meeting to make a grant or donation to an organisation where it has not been specifically requested but is dependent upon ongoing fund raising to support its activities and those activities are of benefit to the Parish.

Signed: Janie Wentworth-Stanley Date: 11<sup>th</sup> Nov 2025

Chairman: J. Wentworth-Stanley