

Policy Author & Job Title: Parish Clerk & Responsible Finance Officer

Approved by members on: 9th March 2018

Due for Review: January 2019

Approved by Parish Council on 11th May 2018

Bury Parish Council Grant Awarding policy

Introduction to Policy

A grant is a limited payment made by the Council to be used by an organisation for a specific purpose that will benefit the Parish, or residents of the Parish, and which is not directly controlled or administered by the Council. Local Government Act 1972 s.137

1. The Parish Council will consider applications for Grant Awards from:

- a. A charity, voluntary group or community organisation.
- b. Agencies that operate within the Parish and are of benefit to the local community, with the following provisos.

2. The Parish Council will not fund:

- a. Activities that it considers to be the responsibility of a statutory authority.
- b. activities outside its power or functions.

3. To qualify for a grant award the application must demonstrate that any funding from the Parish Council will benefit the Parish, or residents within the Parish. Grant award applications will be considered by the Full Council and in determining the validity of the application; the Council will only consider an application relating to the under mentioned purpose:

- a. Purchase of equipment either in full or in part.
- b. Funding for transport or transportation that will enable the voluntary group members to partake in a group trip or outing.

- c. Activities that raise the profile of the Parish.
- d. Running costs of a viable group that is experiencing a period of financial hardship.
- e. Hosting special events or celebrations within the Parish
- f. Provision of recreational activities within the Parish.
- g. Up keep of cemeteries within the Parish

4. Conditions of Award:

- a. Grant awards will not be awarded to individuals.
- b. Additional applications within a 12 month period will not be considered.
- c. The grant award must be used for the specific purpose for which the application was made. Supporting documentation may be requested before a decision will be made.
- d. If the group is unable to use the grant awarded for the original stated purpose, all monies must be returned to the Parish Council immediately.
- e. All grant awards must be properly accounted for and evidence of expenditure should be supplied if requested. If the Parish Council is not satisfied with the arrangements, they reserve the right to request a full refund of the monies awarded.
- f. Grant awards to registered Charities in response to a general fundraising appeal will not normally be considered; unless it can be demonstrated that it will be of direct benefit to the residents of the Parish.
- g. Grant award applications originating from outside the Parish boundary will only be considered providing it is demonstrated that the Parish or the residents of the Parish will benefit.
- h. The Parish Council must be included in any publicity material.

5. Equality & Diversity Statement

The Parish Council will ensure that this document is applied in a fair and reasonable manner that does not discriminate on such grounds as race, gender, disability, sexual orientation, age religion or belief.