

TORMARTON PARISH COUNCIL

GRANT AWARDING POLICY

Introduction

Under section 137 of the Local Government Act 1972, **Tormarton Parish Council** offers grants that benefit the local community. All eligible groups and organisations can apply for a grant.

All grant funding will only be given to groups, organisations and projects which represent the residents of Tormarton and/or West Littleton, and which demonstrate a long-term benefit to the Community.

All grant funding is only available to groups and organisations and cannot be paid to individuals or businesses.

A condition of receiving all types of grant funding from Tormarton Parish Council is the completion and return of a completed Grant Application Form and a formal receipt for the money granted. This can be in the form of a letter or email to the Clerk of the Council.

Grant funding applications will be accepted between the 1st May and the 1st February in the following year. This is to ensure that grant applications are considered within the council's current financial year. The review of grant applications received after 1st February will be deferred until the next financial year.

In an absolute emergency, the council reserves the right to approve a grant if the following applies:

- ***A cut to service or provision in the area.***
- ***Immediate running costs to ensure the provision is retained.***
- ***An immediate impact the local community.***

1. Scope

The policy applies to all grant funding awarded by the Parish Council.

2. Grants Available

- **Small grants** – Up to the amount of **£100**
- **Medium grants** – Up to the amount of **£250**
- **Large grants** – Up to the amount of **£500**
- The council may award higher value grants at their discretion only.

3. How to be awarded a Grant

Tormarton Parish Council is empowered to award grants to groups running projects in Tormarton or benefiting the residents of Tormarton and/or West Littleton, for example: play schemes, environmental improvements, youth projects, elderly persons, groups, cultural activities, recreational activities, international links.

- A.** The Parish Council reserves the right to use its discretion in the operation of its grants policy.
- B.** Priority will be given to groups which benefit the residents of the village and which demonstrate a long-term benefit to the community.

- C. Upon receipt of properly completed forms, the Council will consider grant applications at the next scheduled meeting.
- D. The Council considers grants between **1st April** and **1st February** and does not normally consider grants submitted after the **1st February** except in exceptional circumstances.
- E. Grant applications are not normally considered in retrospect.
- F. A condition of receiving a grant from Tormarton Parish Council is the completion and return of this form and evidence of your organisation's present bank balance and your annual accounts, if applicable.
- G. If your organisation has a written constitution and/or Equal Opportunities Policy, please enclose copies with your application form.
- H. If an application is made for a specific item of equipment or services, copies of receipts are required for Council audit purposes and should be returned within 6 months.
- I. All opportunities should be taken to recognise assistance from Tormarton Parish Council. All printed material should include the following statement: This group has received financial assistance from Tormarton Parish Council.
- J. You may in future be approached by Tormarton Parish Council to contribute items towards a display which depicts activities within the community that have been supported by the Council. In order that your project is represented, please retain photographs, programmes, press cuttings etc. for this purpose.
- K. Please complete all questions. If a question does not apply then indicate this in your answer. Failure to give the relevant information may delay your application.
- L. If you need further clarification or further assistance in the completion of the application, then please contact the Parish Clerk.
- M. Completed applications forms should be returned via email to clerk@tormarton-pc.gov.uk or given to your local councillor.
- N. For legal reasons under section 137 of the Local Government Act 1972, applications cannot be considered from the following:
 - Individuals
 - Organisations which support or oppose any political party
 - Organisations that discriminate on the grounds of sex, race, disability, sexual orientation, religion and belief, age or
 - Organisations or establishments for whom Central Government, Health Authorities, County or District Councils are the appropriate statutory funder.