

## **Cameley Parish Council** **Grants Policy**

### **Background:**

Under the Local Government Act 1972, s11 the Parish Council is empowered to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of its functions.

Therefore the council can lawfully issue grants pertaining to its statutory powers.

Grants not covered by these powers can be applied for under the Local Government Act 1972, s137. This act empowers a local council to spend up to a prescribed amount in any one year. This 'free resource' must be for the benefit of the inhabitants of the area or part of them.

This figure is agreed annually by the Government using the Retail Price Index.

Cameley Parish Councils main purpose is not the provision of grants to organisations as there are other sources of funding that applicants can also explore. Applicants will need to inform the Parish Council who else they have applied to for funding and the results of their applications, before the Parish Council decides on their application.

Grants are funded through the income that Cameley Parish Council receive. Each year the Parish Council will set a grants budget..

### **Policy:**

1. The policy will be kept up-to-date. To ensure this, the policy and the way it is operated will be reviewed at least once a year by the **Finance Working group of the Council**.
2. Only organisations can apply for funding, not individuals.
3. All funding must be demonstrably for the benefit of the inhabitants of Temple Cloud and Cameley
4. Existing organisations can apply for up to **75%** of the project cost. New organisations can apply for up to **100%** of the project cost providing the application demonstrates the ability for the organisation to become self-sufficient. Maximum grant to any one organisation will normally be no more than **£1000** in any financial year.

5. Where a grant has been awarded, the organisation concerned should be able to demonstrate that it has clear plans for raising the remainder of the amount.
6. Where a grant has been given towards the purchase of equipment, item(s) or as a contribution towards building works etc; the grant will only be paid once an invoice has been received from the organisation concerned, or upon production of other equivalent evidence to the satisfaction of the Clerk.
5. All grant applications have to be accompanied by a fully completed application form and a financial statement (e.g. statement of accounts, income & expenditure).
7. A copy of this policy will be given to all applicants who apply for a grant.
8. Grant applicants will be informed when their application will be discussed by the Parish Council.
9. All grant recipients must use monies within that financial year and will be required to provide evidence of how the grant was spent. Recipients of grants in excess of £250 will need to provide a written report of how the grant money has been used within 12 months of receipt of the grant. It may take the form of an annual report or set of accounts which clearly identify the manner of spending. The written report must be deposited with the Clerk of the Council and hence becomes a document liable for inspection by the general public under provision of Section 228 of the Local Government Act 1972 (as amended).
10. Recipients of grants will be asked to acknowledge Council support on stationary and promotional material.
11. Grants will not be considered for projects that have already been completed
12. Extended Grants i.e. grants that run over a period of more than one year will not normally be considered. However, in exceptional circumstances the Council may consider such an application which should be supported by a business plan or a service plan in respect of the period for which the grant is being sought.