

EAST COKER PARISH COUNCIL



Policy on Grants under Section 137 of the Local Government Act 1972

This Policy sets out the Parish Council's position and procedure with regard to the award of s137 grants

Adopted 14th September, 2016

Minute number: 943(9)

In accordance with the Local Government Act 1972 section 137, East Coker Parish Council sets aside a sum of money each year, which can be applied for by Parish organisations for projects, which will be of benefit to residents within the Parish of East Coker.

This document sets out the Parish Council's policy and procedure for grants under Section 137 of the above Act with its aim of ensuring that all of its award-making activity is open, transparent and fair.

Parish Council grants are open to established, voluntary or community groups within the Parish that has benefit to the residents of the Parish.

Who is eligible to apply?

To be eligible to apply for an award of a grant under Section 137 an organisation must:

- be established for charitable, benevolent, social, cultural, recreational or philanthropic purposes;
- have a constitution, set of rules, which define its aims, objectives and procedures;
- be able to provide a copy of its latest annual accounts and be able to demonstrate the accounts are checked and signed by a person independent of the group;
- have a bank account operated by at least two signatories.

What can be funded?

- projects which makes the Parish a better place in which to live, work or visit;
- projects that directly benefit people who live in the Parish;

- projects in which Parish residents are directly involved in carrying it out;
- each group may only make one application per financial year.

What cannot be funded?

- support for individuals or private business projects;
- the running costs of an organisation;
- projects which are the prime statutory responsibility of other government bodies;
- projects which improve or benefit privately owned land or property;
- projects which have already been completed or will have been completed by the time the grant is made.

CONDITIONS OF SUPPORT

The Parish Council may make an award subject to all or some of the following conditions. Required conditions will be at the discretion of the Parish Council and take into account organisations individual circumstances.

- In order to fully understand your project or activity, parish councillors need a full explanation of the project, costs including any quotes and any alternative funding being sought.
- The applicant must be able to demonstrate that any funding provided by the Parish Council will be of benefit to the Parish or its inhabitants.
- As a minimum, organisations must write to the Parish Clerk confirming receipt of the cheque for audit purposes.
- Funds received must only be used for the purpose agreed with the Parish Council and any monies not spent on the agreed project must be returned.
- If the project costs are greater than that anticipated on the application, any shortfall must be met by the organisation.
- Funding must be spent within the financial year awarded and cannot be added wholly or in part to the organisations reserves.
- The Parish Council would expect that you acknowledge its support in your publicity and annual reports.

Grants will be considered up to a ceiling of £500.00 per award but the Parish Council will not exceed the annual grant budget of £3,000. It should be noted that it is not acceptable just to request the maximum figure.

All groups will be treated equally. Applications should be for 'one-off' grants, which will not result in recurring expenditure to the Parish Council. If an organisation has received a grant previously, they are not guaranteed to receive financial support again, but are not excluded from applying in a different financial year. A fresh application will be required each time.

How will Decisions be made?

All applications will be considered at the next Parish Council meeting after all information has been received. It would welcome attendance by a representative at the meeting to answer questions that may arise from their application. The Parish Council's decision is final. Unfortunately the Parish Council may not be able to fund all potential projects, however all applications will be considered carefully. Due account will be taken of the extent to which the organisation has its own fund raising activities or sought funds from other sources.

How to apply?

Applications should be submitted to the Parish Clerk on the standard application form. The Grant Application Form can also be downloaded from the Parish Council website www.eastcokerparish.com.

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