

# Chelmondiston Parish Council

[www.chelmondiston.suffolk.gov.uk](http://www.chelmondiston.suffolk.gov.uk)

## Grants Policy

Adopted by the Parish Council on 1st April 2014

Updated and approved 6<sup>th</sup> November 2018

### Policy Statement

A grant is any payment made by the Parish Council to be used by an organisation, or an individual, either generally or for a specific purpose in the furtherance of the wellbeing of the local community and which is not as a matter of course funded by the Council.

#### 1. General

Chelmondiston Parish Council awards grants, at its discretion, to community organisations and individuals, which can demonstrate a clear need for financial support to benefit the local community by:

- Providing a service, which may incorporate:
  - the capital cost of new equipment or improved facilities
  - day-to-day running expenses
  - individual projects
  - start-up awards
- Enhancing the quality of life
- Improving the environment
- Promoting the parish of Chelmondiston in a positive way

The administration of and accounting for any grant will be the responsibility of the recipient.

Requests are considered in **October each year and initially be recommended by the Advisory Finance Group before being considered by Full Council.**

To ensure as fair a distribution as possible, the Parish Council will consider the amount and frequency of previous grants.

The Parish Council will take in to account the extent the applicant has sought or secured funding from other sources.

#### 2. Conditions of Funding

Applications WILL NOT be considered from:

- Organisations intending to support or oppose any particular political party or to discriminate on the grounds of race or religion.
- "Upward funders" i.e. local groups whose fund raising is sent to their central HQ for redistribution.
- Private organisations operated as a business to make a profit
- Individuals

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.

Applications from religious groups will be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs. Compliance with this requirement will need to be demonstrated throughout the project.

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 of Chelmondiston.

An organisation will normally be expected to have clearly written aims and objectives and a written constitution, and should demonstrate that it is properly managed and able to run its affairs responsibly.

At the discretion of the Parish Council, an organisation maybe required to submit previous years accounts or for new initiatives, a budget forecast.

An organisation is required to have a Bank/Building Society/Credit Union account in its own name with two authorised representatives required to sign cheques.

**Grants Policy Recommended at the Advisory Finance Meeting on the 29<sup>th</sup> October 2018.  
Reviewed and approved. 6<sup>th</sup> November Full Parish Council Meeting.**