

# **SITHNEY PARISH COUNCIL**

Chairman Councillor Philip Martin  
Website: [www.sithneyparishcouncil.com](http://www.sithneyparishcouncil.com)

## **Sithney Parish Council Grants Policy**

Sithney parish council welcomes applications for grants from the local community. Supporting the community through grants is an important function of the parish council. The council can support the community through difference powers and legislations and also through its powers under S137. Grants will only be authorised where the council has the power to make that grant. Sithney parish council wishes to ensure that all applications follow a fair and transparent process.

### **To Apply:**

Please complete the 'Grant application' form and submit via the clerk with any necessary supporting information and documents. The application will be accessed at the next available parish council meeting and will be appear on that month's agenda.

All applications will be assessed individually.

### **Grant amounts:**

The parish council sets its budget in November each year and will allocate an amount of money for grants for the following year: April – March. The council aims to support different groups from across the community for a variety of projects through this process each year. Please complete the amount you would like to apply for on your grant application form.

### **Criteria:**

- From a local non-political group, organisation or charity and must be a non-profit making group, organisation or charity.
- A copy of the group's constitution must accompany the grant application.
- A copy of the groups most recent bank statement must accompany the application form, and the bank account must be in the name of the group applying.
- No grants will be paid to individuals.
- Applications must show how the grant requested will benefit the local community in the parish.
- Applications can be made at any time in the financial year between April to March and only one application per group per financial year will be considered.
- Applications can be made in different financial years.
- Sithney Parish Council will not fund activities that it considers to be the responsibility of a Statutory Authority.
- Sithney Parish Council will not fund activities outside its powers and functions.
- Any grant awarded will only be paid to the organisation / group that has applied and will only be paid to the bank account of that group not an individual.
- Grants are only to be used for the purpose they were applied for. Any change in use must be agreed by the council after written confirmation of the change has been received.
- Applicants of the grant must acknowledge the Council in any publicity relating to the grant and agree to the Council publicising details of any grants it makes.
- Any grant awarded that is not used for it's intended purpose will be requested to be repaid to the council.

**Outcome:**

Parish councillors will make a decision on the application at the meeting at which it is presented to the council. The clerk will then be in touch within two days to advise of the outcome. If a grant is awarded a payment will be released at the next meeting.

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