

STOWEY SUTTON PARISH COUNCIL

Grants and Donations Policy

This Grants and Donations Policy was adopted by the Council at its Meeting held on 5th February 2020

Review

Date	Changes
5 th February 2020	Created, Approved and adopted by the Parish Council
1 st February 2023	Review Date

Review of this policy will take place in line with the schedule detailed above, in the event of a change in legislation, or when the council feel it appropriate.

Introduction

Stowey Sutton Parish Council sets aside a sum of money each year to donate to good causes in the parish as either a grant or a donation. The sum allocated by the Parish is part of the annual precept the Parish Council collects from the electorate and is available for distribution from 1 April each year.

The Parish Council is governed by rules set out in the Local Government Act 1972 (section 137) which states the money must be spent on purposes for the direct benefit of the parish and be commensurate with the expenditure incurred, for example, spending a large amount for the benefit of only one or two people is not acceptable.

Contributions may be made to charities and bodies providing a public service on a non-profit making basis, but only in furtherance of their work in the United Kingdom. It is unlawful for a council to contribute to an individual or a charity or a public service body operating overseas.

No further amount should be allocated from the annual budget if the money is committed before the end of the financial year (end of March each year).

Scope of Funding

A grant is any payment made by the Parish Council to an organisation for a specific purpose that will benefit the Parish of Stowey Sutton, or residents of Bishop Sutton and Stowey, and which is not directly controlled or administered by the Parish Council. The law requires that Section 137 grants must be “in the interests of or will directly benefit the area or its inhabitants, or of part of it, or of some of it” and “the direct benefit should be commensurate with expenditure”.

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Funding support will be considered to voluntary and community sector organisations that are:

- based in or around Bishop Sutton and Stowey and delivering activities or services to the people of Bishop Sutton and Stowey
- based outside of Bishop Sutton and Stowey but are providing activities or services not otherwise available to the people of Bishop Sutton and Stowey

Policy

Stowey Sutton Parish Council awards grants, at its discretion, to organisations which can demonstrate a clear need for financial support to achieve an objective which will benefit the Parish by:

- providing a service
- enhancing the quality of life
- improving the environment
- Promoting the Parish of Stowey Sutton in a positive way

The Parish Council will not award grants to:

- Private individuals
- Commercial organisations
- Purposes for which there is a statutory duty upon other local or central government departments to fund or provide
- “Upward funders” i.e. local groups where fund-raising is sent to a central HQ for redistribution
- Political parties
- Religious organisations, unless for a purpose which does not discriminate on grounds of belief

Only one application for a grant will be considered from any organisation in any one financial year.

Ongoing commitments to award grants in future years will not be made. A fresh application will be required each year.

Grants will not normally be made retrospectively.

Availability of Funds

The availability of funds to support voluntary activity is dependent on the Council’s overall financial position and the choices it makes when allocating its resources. The Council will support direct financial support in the form of grants to eligible bodies. It is not just the role of the Parish Council to award grants. Where possible it actively encourages organisations to seek grants from other agencies to finance projects.

Application procedure

Organisations requesting financial assistance will be invited to submit letters of application, together with completion of the application form, to the Parish Council for consideration, usually, at its meeting in September of each year and organisations will be required to explain the reasons for the grant with clear aims and objectives.

Each application will be assessed on its own merits. However, to ensure as fair a distribution as possible of available funds, the Parish Council will consider the amount and frequency of any previous awards. Due account may also be taken of the extent to which funding has been sought or secured from other sources or fund-raising activities.

Giving of a Grant or Donation

If the application for a grant or donation is successful, the organisation/group should provide the Council with a reporting showing how the money was spent at the Annual Parish Council meeting each year.

Grant / donation application form

If you consider your organisation is eligible to apply for a grant or donation, please apply in writing including a financial statement from your organisation to the Parish Council office, the Clerks address, shown on the website. If you have any queries please contact the Clerk of the Council to discuss your application on 01275 772 177 or email clerk@stoweysuttonpc.org