



## **Prestbury Parish Council Grant Awarding Policy**

**Approved December 2022**

**Reviewed Annually**

**Next Review Date December 2023**

The Prestbury Parish Council's grant award policy is designed to provide support to local not-for-profit groups, charitable or volunteer organisations or worthy causes delivering services to the community of Prestbury. A grant is any payment made by the Parish Council to an organisation for a specific purpose that will benefit the Parish, or residents of the Parish and which is not directly controlled or administered by the Parish Council. A sum of money will be allocated in the budget approved by full council in support of this awarding policy in each financial year. Legislation that allows for the awarding of grants is as follows:

Local Government Act 1972, Section 137 (1) Power of Local Authorities to incur expenditure for certain purposes not otherwise authorised

Local Government Act 1972, Section 111 a local authority shall have power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions.

Local Government (Miscellaneous Provisions) Act 1976 Section 19 (for request of a recreational nature)

The Prestbury Parish Council awards funds to enable specific projects, activities, or events to be delivered which can demonstrate a clear need for financial support to achieve an objective that aligns with one or more of the council's key focus areas namely:

- Providing a service
- A safe and healthy community
- A protected and enhanced environment

- Promoting Prestbury Parish in a positive way

## Grant Application Process

- Complete a grant application form available from the parish office or by downloading one from the website and submit it to the clerk. Details on the application form.
- To be eligible for support that must be a direct benefit to all or part of the Prestbury Parish
- Grant applications will only be considered if the application form is completed. No additional written information will be required but clarification may be sought and conditions may be attached to any award. If an application is for a grant for a large amount of money, then further information may be required. For example, a business plan and accounts for the previous 2 years.
- A grant application and any offer of a grant must be made in advance of any expenditure. An application made retrospectively will be rejected.
- Only one grant will be awarded to any individual/group/organisation or for any project in any financial year (1<sup>st</sup> April to 31<sup>st</sup> March).
- Completed applications will be considered by the Finance and General Purposes(F&GP) Committee, on their individual merits, at any of its meetings from April through to January. Approved applications by F&GP will be submitted to Full Council for their approval. Any sum unallocated from the grant award budget by the council's meeting in February will be returned to that year's general expenditure budget. Any grant offer not claimed by 31<sup>st</sup> March in the financial year in which it was offered will be automatically withdrawn.
- Prestbury Parish Council encourages applicants to seek funding from other sources and to contribute to project costs from their own resources.
- An application will be assessed against the following ranked priorities:
  1. It would benefit more, rather than fewer, Parish residents
  2. If only a small group benefits from the grant most would be Parish residents
  3. It would benefit a larger rather than smaller area of the parish

4. Individuals will only be awarded grants if it can be shown the parish will directly benefit
- Grant funds will not be released until the recipients are in a position to proceed with the funded project.
  - The council will not normally support commercial organisations, major charities, bodies considered to be self-funded or provided for by other authorities organisations which support or oppose any political party.
  - All grant recipients are asked to provide a short report to confirm that the money has been used as intended and, if possible, to provide photographs of the funded activity or item and receipts. If the grant is not used for the purpose stated, then all monies must be returned to Prestbury Parish Council. Grant recipients will also be invited to attend the Annual Parish Meeting to present feedback on their activities and projects.

Prestbury Parish Council may also identify an organisation as a strategic partner through the Prestbury Forum and, as such, may provide an offer of wider non-financial support in addition to, or in place of, a grant. The offer would be agreed at Finance and General Purposes and reviewed annually at the March meeting. Examples of non- financial support:

- Free use of the pavilion for meetings/functions/events
- Free use of the playing fields/MUGA/Tennis Courts
- Social media posts shared ad hoc
- Advertising of events on website
- Liaison and volunteer support on mutually beneficial projects

## **Equality Statement**

Prestbury Parish Council supports and adheres to the principles of equality of opportunity for all its residents. The Human Rights Act 1998 and the Equality Act 2010 make it illegal to discriminate on a wide range of grounds including 'sex, race, colour, language, religion, political or other opinion, national or social origin, association with a national minority, property, birth or other status'. In view of this no grant application will be considered from an organisation that discriminates on these grounds.