



## Worstead Parish Council Donations and Grants Policy

### **Aim:**

Worstead Parish Council regularly receives requests for grants and donations from a variety of organisations.

The Parish Council has statutory powers to make funds available to local organisations for the overall benefit of Worstead and its residents.

This document outlines Worstead Parish Council's guidelines for awarding. It also formalises the application process to ensure access, openness and fairness to the groups and organisations we aim to support. We will ensure that our Grant and Donation awarding is fair and transparent.

### **General information for applicants:**

- ❖ A Grant is awarded for a particular defined purpose.
- ❖ A Donation is awarded for general purposes.
- ❖ Both are awarded for local Parish activities or to benefit residents.

It is Worstead Parish Council's intention, (subject to budget restrictions and available resources), to support initiatives from local community groups and organisations. Priority will be given to applicants who have not previously received Grants or Donations from Worstead Parish Council.

### **Power:**

Section 137 allows a parish/town council to incur expenditure which benefits their community where there is otherwise no power to do so.

Section 137 of the Local Government Act 1972 places restrictions on Parish Councils when it comes to making grants to other organisations or bodies.

One restriction of s137 (paragraph 1 of Section 137) requires that such expenditure ".....is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants...."

The s137 limit for financial year 2023-24 is £9.93. This figure is calculated in accordance with Schedule 12B of the Local Government Act 1972. S137. There is a maximum spend per year using s137: multiply £9.93 by the number of electors for the annual maximum.

At 31<sup>st</sup> March 2023 there were 758 electors in Worstead Parish.

### **Policy:**

- Any Grant or Donation made by the Parish Council must benefit the Parish of Worstead and its residents.
- A Grant or Donation cannot be made to fund Political activities.

- The organisation making a Grant or Donation request should be a non-profit making voluntary organisation where membership is open (i.e., no discrimination of membership on grounds of sex, race, religion etc.)

#### **Applications:**

- All applications for Grants or Donations shall be made in writing or email to the Parish Clerk who shall arrange for those applications which meet the Council's criteria to be considered at the next Parish Council meeting.
- Only one Grant or Donation will be given to any group or organisation, or for any particular purpose, in any financial year (1st April to 31st March).
- Grants and Donations cannot be awarded retrospectively.
- Nothing in this Policy prevents the Parish Council from providing a Grant or Donation to a group, organisation, or project without application, where the Parish Council considers that the giving of such a Grant or Donation will bring benefit to residents of the Parish.
- Grants/donations will not be paid to individuals.

#### **Conditions:**

The Parish Council will assess applications with particular reference to the number of residents likely to benefit, or whether any particular category of residents would receive specific benefit (e.g., children, the elderly, persons with any form of disability etc). Funding from a Grant or Donation must not be distributed to any other organisation.

#### **Notes:**

- The Parish Council's decision on any application is final and there is no right of appeal.
- The Parish Council reserves the right to decline any application without giving reasons for its decision.
- The Council will not commit to any continuing expenditure.
- Where a member of the Parish Council is a member of a group/organisation applying for funding, that member must declare, in accordance with its Code of Conduct, an interest in the matter and refrain from voting.

#### **Review:**

This review shall be carried out once a year and recorded in the Council's minutes.

Signed: *John Bacon*

Chair

Signed: *Sarah Martin*

Responsible Financial Officer

Dated: 25<sup>th</sup> April 2023

Next Review: February 2026