



# **FOWLMERE PARISH COUNCIL**

## **GRANT AWARDING POLICY**

**This Grant Awarding Policy was adopted by Fowlmere Parish Council on 11th October 2022. It is to be reviewed annually which is notated at the end of this document.**

**1. Parish Councils** have statutory powers which allow them to make funds available to improve their local area. This can include donations or grants to organisations for schemes or projects which benefit Fowlmere and its residents.

Three simple examples would be:

“The power to provide, maintain, encourage the use of facilities & acquire and maintain land for recreation or to provide recreation grounds, public walks, pleasure grounds and open spaces and to manage and control them.”

This is covered under section 19 of the 1976 Local Government Act.

“The Power to provide, acquire and maintain or contribute towards expenses of cemeteries”

This is covered under section 214 of the 1972 Local Government Act

“The Power to provide public clocks”

This is covered under the section 2 of the 1957 Parish Councils Act.

There are many more powers covered under various different pieces of legislation. We would therefore encourage anyone with a good idea to come and talk to us to see if we can help you to make it happen.

**2. Section 137** of the 1972 Local Government Act is a power of last resort. This power allows a local authority to spend a limited amount on activities for which it has no specific power, but which the authority considers 'will bring direct benefit to the area, or any part of it or all of some of its inhabitants'. The Local Government and Housing Act 1989 added the requirement that the benefit obtained should be commensurate with the expenditure incurred. For a more detailed explanation of section 137, the Parish Council has produced an explainer document which is available on it's website.

**3. The Precept** is the power that Parish Councils have to raise money from its residents via taxation. This sum is then added to the Council Tax. In real terms it is a small additional amount but the Parish Council still needs to be mindful of the tax burden it places on its residents when setting its annual budget. You can find out more about the Parish Council budget on our website

**4. The Council** may receive donation requests the total sum of which exceeds the sum of money the Council has either budgeted for or has in reserve. It is necessary, therefore, to implement policy guidelines to follow when deciding upon making a grant. This document sets out the policy adopted by the Council.

**5. Policy Statement:** It is the policy of the Council that where charitable organisations, supported by local people, can provide facilities and services for the community, they are supported financially in so doing where possible. The Council will earmark a sum within each annual budget to be used at the sole discretion of the Council in furtherance of this policy.

**6. This document** outlines Fowlmere 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 awarding activity is fair and transparent.

**7. General information for applicants:** It is Fowlmere Parish Council's intention (subject to budget restrictions and available resources) to support initiatives from local community groups and organisations. The size of any grant awarded is at the discretion of the Parish Council, but will not usually exceed £500 in any one application. The limitations of the Council's budget means that a donation up to the full amount requested will be considered, but the full amount is not guaranteed.

**8. Who is eligible to apply:**

- A Fowlmere-based charity
- An organisation serving the needs of the residents of Fowlmere
- Resident(s) of Fowlmere requesting grant aid with a project/event, which will be for the benefit of the local community
- A Fowlmere-based club/association/charity serving a specific section of the community or the community as a whole
- A local branch of a regional or national organisation/group which serves the needs of the residents of Fowlmere.

**9. Who is not eligible to apply:**

We will normally reject applications from:

- Projects which are the prime statutory responsibility of other government bodies who would normally be funded by a local or regional authority
- Projects which improve or benefit privately owned land or property
- Support for individuals or private business projects
- "for profit" commercial organisations
- Regional and national organisations unless it can be clearly demonstrated that the grant would be used specifically for the residents served by Fowlmere Parish Council
- Organisations with political affiliations or those established for the purpose of furthering a party political agenda.

**8. What can be funded:** The project should be something that makes the local community a better place to live, work and play. It should be something that will provide a long lasting and sustainable benefit to our local area. The project must be something that will improve the social, environmental and /or economic profile of Fowlmere.

**9. The following are unlikely to be considered as a grant priority:**

- Projects where there is a large shortfall in the funding required to complete the project.
- Where multiple bodies are being approached for grant funding and Fowlmere Parish Council is the first to consider it, a provisional award may be made based on further funding being secured.
- Projects that simply replace existing facilities with no significant improvement.

**10. Conditions of grant:**

- Fowlmere Parish Council support must be acknowledged as appropriate on all publicity and promotional material including posters, advertisements, press releases and leaflets.
- Financial support can only be used for the purpose for which the grant is given.
- Grants must not be distributed to any other organisation.
- Organisations will normally be expected to have clear written aims and objectives, a written constitution and a separate bank account.
- Evidence of expenditure and the outcome of the project should be provided to the Council at the appropriate time.

**11.Applications must include:**

- The name of the organisation and contact details
- The amount being requested
- The purpose to which it will be put
- An explanation of the direct benefit to the parish.

**12. Requests** are for single donations only. Fowlmere Parish Council does not commit to continuing support and no donation or series of donations is to be taken as an indicator of future funding. The decision of the Council is final.

Please return the application form with accompanying documents to  
[clerk@fowlmereparishcouncil.gov.uk](mailto:clerk@fowlmereparishcouncil.gov.uk)



## FOWLMERE PARISH COUNCIL GRANT APPLICATION FORM

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisation's income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous twelve months must be enclosed.

Name of Organisation:	
Contact Name	
Address:	
Telephone Number of Contact:	
E-Mail of Contact:	
Is the Organisation a Registered Charity?	
If YES Charity Registration Number?	
Amount of grant requested?	
For what purpose or project is the grant requested?	

What will be the total cost of the above project?	
If the total cost of the project is more than the grant, how will the residue be financed?	
Have you applied or received a grant for the same project to another organisations?	
If YES, which organisations and how much?	
Who in total will benefit from the project?	
Approximately how many of those who will benefit are parishioners?	

Signed:	Date:

Please return this form with accompanying documents to [clerk@fowlmereparishcouncil.gov.uk](mailto:clerk@fowlmereparishcouncil.gov.uk)



## **FOWLMERE PARISH COUNCIL**

### **GRANT AWARDING POLICY ADOPTION AND REVIEW PAGE**

**This Grant Awarding Policy was adopted by Fowlmere Parish Council on 11th October 2022.**

<b>Review Date</b>	<b>Reviewed by</b>	<b>Review accepted by Full Council</b>
16th May 2023	Full Council	16th May 2023
21st May 2024	Full Council	21st May 2024
<b>substantial internal review</b>		
20th May 2025	Full Council	20th May 2025
19th May 2026	Full Council	19th May 2026
next review May 2027		