

Grants Policy

This Policy should be read through before completing and returning any Grant Application Form to Bray Parish Council.

Criteria for grant funding

The Local Government Act 1972 allows parish councils various powers to incur expenditure for that, which in the opinion of the Parish Council is in the interests of and will bring direct benefit to, the Parish or any part of it or all or some of its inhabitants. Those considering applying for a grant from the Parish Council should consider the following before applying.

- Applicants should not rely upon the Parish Council as the sole source of funding.
- Grants should not be relied upon as a contribution towards on-going annual operational costs.
- Grants are awarded to organisations at the discretion of the Parish Council.
- It is not normally the policy of the Parish Council to grant loans as there is strict legislation that must be complied with
- It is not normally the policy of the Parish Council to pay grants by instalments; payment is usually made by BACS following approval of payment of the grant by Full Council.
- Where possible copies of quotes should accompany the grant request
- Grants for large capital projects are likely to be outside the criteria outlined under The Local Government Act 1972 and so will be subject to other relevant legislation, on which the parish council will seek guidance before agreeing or committing to any such grant.

Bray Parish Council will consider contributions to the following.

- Payments to voluntary or not for profit organisations that operate either within the Parish or for the benefit of local residents.
- A contribution to the funds of any charitable body in furtherance of its work in the United Kingdom from which local residents may benefit.

Priority will be given for the following.

- Contributions towards Sports Equipment
- Supporting local community activities
- Contributions to small local organisations that support local residents, such as the village halls.
- Delivery of services to local residents, including emotional and practical support, social, sporting and activity clubs.
- Project funding dependent i.e., dependent upon grant support to undertake the project.

Sub Committee Review & Approval: Finance Committee 240424

Main Council Approval: 240708

Minute Reference: 030.002

For review: 2025

General Guidance

Applications for grants may be made at any time during the year and are initially reviewed by the Finance Committee to ensure that.

- all information required has been supplied.
- the grant is in the interest of or benefit to local residents.
- the amount requested is realistic and appropriate for the objective to be met.
- payment of the grant will not cause the budget for the year to be exceeded.
- to consider whether it is more appropriate for bodies other than the Parish Council to contribute to the project.

The applicant must be able to demonstrate proper conduct of its affairs, both general and financial and keep appropriate accounts. The Council reserves the right to request a copy of the audited accounts.

Applicant organisations must be:-

- A properly constituted body
- Able to demonstrate that every effort is being made to raise funds from other appropriate sources.
- Able to demonstrate maximum use of volunteers.

If the Finance Committee is happy that these requirements will be met it will request the Clerk to include a proposal for payment of the grant as an agenda item at the next Full Council Meeting.

Proposals for the payment of grants may only be approved by Full Council who may vote for any of the following options.

- payment of the grant request in full
- payment of the grant request in part
- refuse to pay the grant request.

If successful, the applicant must provide within one year a copy of its accounts to the Council showing proper use of the grant.

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