

## MARKSBURY PARISH COUNCIL

### Policy Guidelines for the approval and distribution of Parish Council Grants

(2021 Review annually in March)

1. The Parish Council is prepared to consider applications for financial assistance from –
  - A- Clubs and Societies
  - B- Voluntary bodies and associations
  - C- Non-profit making organisations.
  - D- Charitable bodies
2. To qualify for assistance, applications must demonstrate a direct benefit to the Parish of Marksbury, or any part of it, or all or some of its residents. In addition, the direct benefit accruing must be commensurate with the expenditure to be incurred. Local groups that are affiliated to regional or national organisations will qualify, provided the local group is required to function substantially as an independent financial unit.
3. Applications must be made using the Parish Council's Grant Application form and must include any required supporting documents. **Incomplete applications will not be considered and will be returned.**
4. Applications **must** be submitted by the closing date **of 30<sup>th</sup> September each year.**
5. Financial assistance for successful applications should normally be received during the financial year in which the application is approved. (1st April – 31<sup>st</sup> March.)
6. The primary intention of the Parish Council's Section 137 Grant Scheme is to support new undertakings, projects, and maintain items within the Parish, which will be of benefit to Parishioners, to a maximum of £500 for any one organisation. This amount subject to review.
7. Grants will **not** be given to organisations for the promotion of political or religious belief, or for illegal activities.

8. Grants are not payable to organisations or charities operating abroad, nor to 'sponsor' named individuals.
9. Where a grant is awarded towards a capital project, the organisation must demonstrate clear plans for raising the remainder of the necessary finances.
10. Where a grant is given towards the purchase of equipment, or as a contribution towards building works, the grant will only be paid upon production of an invoice, or other documentary evidence to the satisfaction of the Clerk.
11. A condition of any grant is that the Parish Council reserves the right, to inspect any equipment / items etc purchased, or any building or maintenance work that has been carried out, to verify that the grant has been used for the purpose authorised. This may be undertaken by any councillor or the Clerk
12. The Parish Council reserve the right to withdraw or reclaim any monies given, if the eligibility criteria for, and conditions relating to the grant have been breached.
13. Grants will not be paid to charitable trusts seeking to add to their capital investments, nor local groups seeking to raise funds to be sent to their central headquarters for redistribution or otherwise.
14. Grants will not normally be given to profit making organisations with unallocated reserves.
15. Grants are award at the discretion of the Parish Council.
16. Recipients will be expected to report to the Annual Parish Meeting about how grants have been used.

### **Help and advice.**

Application forms may be downloaded from the Parish Council's website: **[www.marksburyparishcouncil.gov.uk](http://www.marksburyparishcouncil.gov.uk)**.

The Parish Clerk is also available for further information about grants. email [clerk@marksburyparishcouncil.gov.uk](mailto:clerk@marksburyparishcouncil.gov.uk)