

# **WEST TYTHERLEY & FRENCMOOR PARISH COUNCIL**

## **POLICY ON GRANTS UNDER S137 OF THE LOCAL GOVERNMENT ACT 1972**

Adopted by the Parish Council at its Annual Meeting held in 14 May 2018

This Policy sets out the Parish Council's position and procedure with regard to the award of S137 grants of the Local Government Act 1972, with the aim of ensuring that all of its award-making activity is open, transparent, fair, and supports local organisations.

### **What is S137?**

S137 enables a Parish Council to spend a restricted amount of money on projects which will be of direct benefit to its community, either as a whole or in part, when there is no other legislation allowing it, provided there is clear evidence that local people support the project and are involved in carrying it out.

S137 is not a replacement for existing statutory powers. If powers exist to spend money under other legislation, the council must use that legislation and cannot use Section 137.

If the council is specifically prevented by legislation from spending money on an item or service, it cannot use S137 to circumvent the restriction.

### **How much can the Parish Council spend under S137?**

The maximum amount which a Parish Council can spend under S137 in the financial year **2018/19** is **£7.86 per electorate**. This limit increases each year in line with the Retail Price Index.

S137 does not award the Council any additional funds. It merely grants a limited freedom to spend part of the Council's annual budget or reserves on items for which no other statutory power exists. The annual spend restriction cannot be exceeded, no matter what the council's resources might be.

### **Who can apply?**

To be eligible for the award of a grant under S137 an organisation must:-

- be established for charities and bodies providing a public service on a non-profit making basis within the UK
- have a constitution, or set of rules, which define its aims, objectives, and operational procedures
- be able to provide a copy of its latest annual accounts and be able to demonstrate that the accounts are checked and signed by a person independent of the group
- have a bank account operated by a minimum of at least two joint signatories

### **What's not eligible for a S137 grant?**

- support for individuals or private business projects
- the running costs of any organisation
- projects which are the prime statutory responsibility of other government bodies
- projects which improve or benefit privately owned land or property
- projects which have already been completed or will have been completed by the time the grant is made

### **When and how to apply?**

- The S137 application form is held on the Parish Council website
- The Parish Council considers applications on a quarterly basis. Applications should be received no later than:-
  - 1<sup>st</sup> April (for consideration at the May meeting)
  - 1<sup>st</sup> July (for consideration at the August meeting)
  - 1<sup>st</sup> October (for consideration at the November meeting)
  - 1<sup>st</sup> January (for consideration at the February meeting)

Applications received after these dates will be considered at the subsequent meeting.

- The Parish Council will consider applications more frequently if exceptional circumstances apply, as deemed by the Parish Council e.g. where the organisation requires funding for an emergency project
- Awards will not exceed the agreed annual budget unless the Parish Council agrees to make an award under exceptional circumstances.
- All groups will be treated equally
- If an organisation has been awarded S137 funding as a result of a successful application, they are not guaranteed to receive further financial support in that same financial year, but are not precluded from applying again. A fresh application will be required each time.

### **How will decisions be made?**

- All applications will be judged after the closing date
- Decisions will be made by West Tytherley & Frenchmoor Parish Council whose decision is final
- In the event there are more applications than there is money, the Parish Council may not be able to fund them all. All applications, however, will be considered carefully. Due account will be taken of the extent to which funding has been sought or secured from other sources, or the applicant's own fund-raising activities.

### **Condition of support**

The Parish Council may make the award of any grant subject to all or some of the following conditions:-

- Required conditions will be at the discretion of the Parish Council and take into account an organisation's individual circumstances.
- In order to fully understand your project or activity, Parish Councillors may wish to visit your project or activity, prior to it commencing. They may also wish to conduct a site visit once your funded project is underway
- As a minimum, you will write to confirm receipt of the cheque for audit purposes
- Funding must only be used for the purpose agreed with the Parish Council and if the monies are not spent on the items agreed, they must be returned
- Funding must be spent within the financial year awarded and cannot be added wholly or partly to your reserves
- If your project costs are more than you anticipated on your application, any shortfall must be met by you
- The Parish Council would ask that you acknowledge its support in your publications, publicity and annual reports.