



# Ash-cum-Ridley Parish Council

## Community Grants and Donation Policy

### 1. Introduction

The Parish Council has a number of powers granted under various Acts of Parliament, including the **Localism Act 2011** and **Section 137 of the Local Government Act 1972** which enables the award of grants and donations. Ash-cum-Ridley Parish Council allocates an amount in its annual budget to provide financial assistance to community and charitable groups.

Definition:

- A grant is awarded for a defined purpose.
- A donation is awarded for general purposes.

### 2. Purpose

Ash-cum-Ridley Parish Council provides financial support to local organisations and community groups that contribute to the well-being of the parish and its residents. This policy establishes a formal Community Grants and Donation Scheme to ensure transparency, fairness, and accountability in the distribution of grants.

### 3. Eligibility

- 3.1 Applicants must be community groups, charities, or non-profit organisations serving the residents of Ash-cum-Ridley.
- 3.2 Grants are awarded to support initiatives that provide a direct benefit to the local community, including projects related to community development, events, and services.
- 3.3 Applications from individuals or commercial entities will not be considered.

### 4. Application Process

The Community Grants Scheme will operate on a biannual basis, with two grant cycles each financial year:

**Cycle 1:** Applications open 1st April and close 31st August. Applications will be reviewed and considered at the September Full Council meeting.

**Cycle 2:** Applications open 1st October and close 28th February. Applications will be reviewed and considered at the March Full Council meeting.

- 4.1 Applicants must complete and submit an official grant application form. This form will be available for download from the Parish Council website or can be requested by email or post.
- 4.2 Incomplete applications or those received after the deadline will not be considered until the following cycle. All applicants will be notified of the outcome following the relevant Council meeting.
- 4.3 The grant available is limited to £500.00 unless the applicant has submitted a copy of the organisation's audited balance sheet and income and expenditure statement for the previous year.

### 5. Grant and Donations Allocation

- 5.1 Grants and donations will be awarded from the Parish Council's annual grants and donations budget, which is set during the budgeting process for each financial year.



- 5.2 Only one application per organisation will be considered in any one financial year.
- 5.3 Applicants must have a bank account in the name of the charity/community group.
- 5.4 Grants and donations will not be made retrospectively and applications must be received before commencement of the project.
- 5.5 The total amount of grants and donations awarded per cycle will not exceed the available funds for that cycle.
- 5.6 The Parish Council may choose to award grants and donations of equal value to successful applicants or allocate varying amounts based on the merits of each application.
- 5.7 The Parish Council may award less than the amount requested. If an organisation is awarded a reduced amount, it must wait until the next financial year before submitting a further application.
- 5.8 All grants are made at the discretion of the Council and must align with the Council's budgetary constraints and priorities. The decision on any application is final and the Council reserves the right to decline any application without giving reasons for its decision.

## **6. Reporting Requirements**

- 6.1 The Council may request written feedback explaining how the grant/donation has benefited the organisation and such a request will be made in the decision letter.
- 6.2 If the beneficiary is unable to use the award for its stated purpose, all monies must be returned to the Parish Council.

## **7. Publicity**

To ensure broad awareness and participation, the Parish Council will publicise the Community Grants Scheme through the Parish Council website, Bulletin and Social media channels.

## **8. Monitoring and Review**

This will be reviewed annually