

# **Kirkbampton Parish Council**

## **Donations Policy Review Date Mar 2026**

### **Background**

Kirkbampton Parish Council budgets each year for donations; funded directly from the Parish Precept.

### **Policy**

Donations made by the Parish Council must be beneficial to the Parish and its Parishioners.

The organisation requesting a donation must be a non-profit making local voluntary organisation and local groups where membership is open to all residents.

The Parish Council may also donate to national organisations each year without the organisations making a request.

The Parish Council will not donate for events or activities which can be funded by the relevant participants, or which can or will be self-supporting by means of donations, or grants from other organisations etc.

Donations cannot be used for political activities.

### **Criteria**

The Parish Council will consider applications for donations in situations: where there is no other way of obtaining the relevant funds. The funds will enable the relevant local group or local organisation to access or “unlock” funds or assistance from third parties; and monies which have been donated or raised but are insufficient, and funds are needed to bridge the resulting gap.

All proposed expenditure must be detailed against the Parish Council’s budget for donations and resolved when calculating the Council’s precept. Donations will be limited to £250, except in exceptional circumstances determined by the Council. All donations will be at the discretion of the Parish Council. Only one grant or donation will be given to any group or organisation, for a particular purpose, in any financial year (1st April to 31st March).

Donations cannot be awarded after the relevant event, or the project has been completed, unless at the discretion of the Council under what it may consider exceptional circumstances.

## **Applications**

Organisations requesting financial assistance are required to apply in writing in the year of their funding requirement. All applications for donations shall be made in writing to the Clerk to the Council who shall arrange for those applications, which meet the Council's criteria, to be considered at the next meeting of the Council.

Successful applicants will be notified in writing and asked to provide details to whom payment should be made, if not initially provided within the application. Successful applicants will be required to acknowledge receipt of the payment in writing and asked to provide a short report (via e-mail or preferably in person to the Council) on their activities.

## **Notes**

The Council's decision on any application is final and there is no right of appeal.

The Council reserves the right to decline any application without giving reasons for its decision. **The Council will not commit to any continuing ongoing recurrent expenditure.**

Nothing in this Policy prevents the Council from providing a donation to a local group, organisation, or project without application where the Council considers that the giving of such a donation will bring benefits to residents of the Parish.

Where a Parish Councillor is a member of a group/organisation applying for funding, that Member must declare, in accordance with its Code of Conduct, an interest in the matter and refrain from voting.