



TAKELEY PARISH COUNCIL

GRANTS POLICY

Takeley Parish Council regularly receives requests for grants and donations from a variety of organizations and the aim of this policy is to encourage and support activities and projects which will benefit the Parish of Takeley, whilst also providing a uniform framework to decision making against budget commitments. All donations are at the full discretion of Takeley Parish Council and are dependent on funds being available in the current financial year.

Generally, Takeley Parish Council will be able to consider grants for: -

- a) Charitable events that directly benefit the local community, e.g. the 10k run
- b) Donations to Resident Associations and other constituted groups that reside in the Parish of Takeley (see conditions)
- c) Takeley Parish concerns, projects, or events, with councillor involvement, by agreement of the Full Council, with conditions and declarations of interests as outlined
- d) Groups to hold events for hard to reach, vulnerable members of Takeley which may provide a temporary relief service
- e) Community facilities or projects
- f) The Council reserve the right to consider a grant that will benefit a proportion of the community in a form not listed above, subject to the council having the legislative power to do so.

Grants will have more chance of success where the wider electorate is taken into consideration or facilities/projects do not discriminate against membership or community involvement. Grants will also be weighed against consideration such as the amount of money that would practically fund the proposed number of electorates, cost effectiveness and the Parish Councils' other commitments.

Section 137 of the Local Government Act 1972 places restrictions on Parish Councils for making grants to other organisations or bodies. One of those restrictions, paragraph 1 of section 137, requires that such expenditure "is in the interests of and will bring direct benefit to, their area or any part of it or all or some of its inhabitants." Councils are also governed by specific legislation that does not allow it to spend money on matters that do not fall within its legal remit.

Takeley Parish Council will not consider grants to any organization whose benefit falls outside of the Parish of Takeley or will not be inclusive of benefit to Takeley Parish Council residents.

In August 2019, Takeley Parish Council resolved not to fund grants as below, with clarification (in bold) added in November 2022:



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- Following audit advice Takeley Parish Council will no longer consider grants to other precepting authorities E.g., Schools, NHS, ECC, UDC, other local councils, nor umbrella groups that fall under these groups unless a new statutory power of expenditure is identified. Grants will be considered for community events run by precepting authorities and should be paid to a fundraising support group for that authority, whenever possible.
- Takeley Parish Council acknowledges that the Local Government Rating Act 1997 makes an exception to the above in allowing the Parish Councils to make grants to police authorities solely for the purpose of prevention of crime, E.g., part funding of special constables. However, this is solely at the discretion of the full council and its own resourcing.
- The Parish Council will not fund individuals for an individual's project or in pursuit of individual grants for scholarships etc.
- The Parish Council will not fund grants that can be more easily met by another community or grant body and may reserve the right to direct organizations to such grant finders.
- Grants will not be awarded after the relevant event or project has been completed. Where grants are given towards publishing material or similar which mentions Takeley Parish Council in any format, it is expected that a draft for approval will in the first instance be forwarded to the Parish Council.
- Grants will not be awarded where costs are seen as excessive or where the Council feels there is a current or more urgent need for taxpayers' monies to be spent elsewhere in the parish.
- The Parish Council can only act in ways which are legal and will not make a grant where it has no statutory power to do so.

Conditions

- a) The Parish Council will assess written applications with particular reference to the number of Parishioners likely to benefit, or whether any particular category of
- b) Parishioners would receive specific benefit (e.g., children, the elderly, persons with any form of disability etc.
- c) Where a request for a grant/donation is agreed, the Council shall determine the amount, using the figure stated by the applicant as a guide only. The RFO may be consulted on the current financial position.
- d) Newly constituted groups are required to send detail of their constitution to the council before approval of a grant. All organizations may be asked to submit further financial records should the council request further information.
- e) There should be no presumption that the council will continue donation or similar funding in following years.
- f) Grants or donations shall be used only for the stated purpose otherwise the monies shall be returned to the Council, except where the Council's prior written consent has been given for the funds to be used for another purpose.



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- g) The Council may request that applicants provide written feedback explaining how the grant/donation has benefited their group/organisation. If feedback is required, this will be communicated in the decision letter.
- h) The Council may defer a decision or refuse a grant dependent on its current financial position.
- i) The Full Council decision on whether a grant is to be offered is final and there is no right of appeal.
- j) The Parish Council will not consider grants which may result in public complaint or where Parish Council advice is not taken on board.
- k) The Parish Council will not consider a grant where the recipients wish to remain anonymous.
- l) The Parish Council will not consider a grant where the item has not been first advertised on a council agenda. (Either committee or Full Council).
- m) Where a Member of the Council is a member or employed by a group/organization applying for funding that Member must declare an interest in the matter and refrain from voting, in accordance with the Council's Code of Conduct.
- n) The Council reserves the right to request repayment of any grant/donation where an applicant does not comply with conditions or if they have such knowledge that the grant is not spent in accordance with the original request or within a reasonable timeframe of receipt, usually one year from date of receipt. It is expected that the grant will be returned if the relevant group disbands before the grant has been spent.
- o) In order to receive payment organisations/groups must have a bank account into which grants can be paid.
- p) Takeley Parish Council reserve the right to review this policy.