



## Wing Parish Council – Small Grants Policy

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### Grants Background

The Local Government Act 1972 section 137 makes provision for Parish Councils to provide financial support, up to a fixed amount, for the benefit of residents of the Parish. The total annual amount available to a Parish for this purpose is prescribed by Government and is a 'resident rate' multiplied by the number of residents on the Parish Electoral role.

### Objective:

It is Wing Parish Councils objective to ensure that any grants it awards, under this small grant scheme, are for the greater benefit of Wing residents and community.

### The Policy:

#### 1. S137 Limit

The Clerk will keep the Council informed of the current annual S137 limit (resident rate).

#### 2. Grant Application Requirements

- 2.1 Applications for grants will not be considered unless the Wing Parish Council Grant Application form has been completed.
- 2.2 Applications will only be considered from organisations whose work benefits Wing Parish and its residents, and whose activities are governed by a written constitution.
- 2.3 All applicants must be able to provide bank account details in the name of the organisation.
- 2.4 Applications from individuals will not be considered, nor will applications where the grant would benefit an individual.
- 2.5 Applications for retrospective grants, where a project has already been completed, will not be considered.
- 2.6 Grant applications for up to £500 inclusive must, if available, provide financial statements in support of the application. Grant applications for more than £500 must provide a statement of the most recent accounts.
- 2.7 The Council will only consider one grant application per organisation per financial year unless there are extenuating circumstances.

### **3. Grant Allocation**

#### **3.1 Total Grant Fund**

The total sum available for all grants varies from year to year but is in the region of £6,000.

#### **3.2. Maximum per Application**

The Council will consider a single grant application which exceeds £1,000. The Council reserves the right to only approve the request if all other grant applications can be met. If the full amount is not available, the Council reserves the right to pay part of the grant as it sees fit.

#### **3.3. Minimum per Application**

The minimum amount that can be applied for is £25.

#### **3.4. Grant Fund Shortfall**

Where the total value of all grant applications exceeds the available funds and the Council considers the applications of equal merit, the Council may offer a reduced grant to applicants.

#### **3.5. Grant Payments**

Under normal circumstances cheques for the approved grants will be issued in April or May at the Annual Parish Meeting.

### **4. Acknowledgement of Grant**

4.1 Recipients of grants may be asked to acknowledge Wing Parish Councils support on promotional material, press releases and/or stationery if appropriate.

### **5. Grants Policy Distribution and Review**

5.1. The Clerk will retain the master copy of the policy.

5.2. Copies of this policy will be distributed to all Wing Parish Councillors.

5.3. A copy of this grant policy will be given to all grant applicants with the grant application form.

5.4. The policy will be reviewed every 3 years or as appropriate.