



Plumpton Parish Council

S137 GRANT APPLICATIONS

General

The purpose of this note is to explain the policy of the Parish Council towards the award of small grants for local residents or those providing services directly to local residents. These grants are permitted under s137 Local Government Act 1972 and such grants are specifically provided for in the Parish Council's budget.

s137 grants are seen as an important method of supporting and encouraging local residents in helping others. The Parish Council's objective is to ensure that any grants it awards are for the greater benefit of Parish residents and the community of Plumpton. For this reason, the Parish Council does not support individual requests nor will it support requests from relevant bodies if the grant will ultimately benefit an individual.

The council must secondly ensure that the direct benefit accruing to its area or residents is commensurate with the expenditure incurred. This means that a council should not spend a disproportionately large amount on something which has no or very little direct benefit. For example, spending the whole of the council's allowance under the s137 for the benefit of two people would be unlikely to be confer commensurate benefit to the expenditure incurred.

The Policy

The broad guidelines are as follows:

- 1 No national charities or similar bodies will receive grants. However, any charity or organisation that has a strong local affiliation to the Parish e.g. Scouts, Poppy Appeal, or one that operates and benefits the local community, may apply.
- 2 The minimum individual grant is £50 in any one financial year.
- 3 The maximum individual grant is £250 in any one financial year.

- 4 Applications for retrospective grants, where a project has already been completed, cannot be considered
- 5 The Council will only consider one grant application per organisation per financial year. Applicant may, however, apply each year.
- 6 Groups and similar bodies and any grant application for >£150 must provide an outline of the following:
 - a. Constitution – either formally adopted or informal but this must set out who manages the group, objectives, finances, how funds are administered
 - b. The object of the application for grant assistance and the benefits
 - c. The timescale in utilisation of the grant
- 7 All applications must be made on the relevant application form.
- 8 Grant applications must be received and considered according to the following schedule which allows for 2 rounds per year:
 - a. 28th February and 31st July: Last date by which an application form must be submitted to the Council
 - b. March and September: Applications are considered
 - c. End March and end September: Applicants will be informed of the Council's decision and grant cheques will be issued to successful applicants
- 9 An application for a special grant may be made at any time throughout the year, but the Council will only consider the application if there is a genuine immediate need, such as a community project experiencing financial hardship. No applicant may submit more than one special grant application in a single financial year.

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