

LONGHOUGHTON PARISH COUNCIL

POLICY ON AWARDING GRANTS

1 Introduction

This policy has been written to guide the Parish Council (the Council) when taking decisions to award small grants. Small grants are defined as up to £200 but in some specific circumstances they can be larger.

The policy is aimed at providing a framework that assists Councillors to take decisions on awarding grants in an open, equitable and accountable manner.

2 Previous Practice

The Council's practice has been to award grants to a number of organisations that apply to the Council for financial assistance. Decisions on grants are normally taken at the November and January meetings of the Council. An overall amount is included in the annual budget for this purpose. In addition, larger more specific grants are awarded to the Village Halls/Community Centre and to the Church of St Peter and St Paul. This is covered in more detail in section 5 below.

3 Rationale for the Awarding of Grants

The rationale for the Council to award small grants is as follows:

- The awarding of a grant has to directly or indirectly result in benefit being received by residents, groups of residents or individuals within the Parish.
- To financially assist community groups or organisations to provide social, sporting or educational services or facilities that have benefit for residents or groups of residents or individuals within the Parish.
- To assist community groups or organisations that are putting on one-off events or providing facilities, for the benefit of residents and the events or facilities are open to all residents within the Parish.

4 Types of Grants

4.1 Small Grants

These will be up to £200.

4.2 Specific Grants

The Council may award grants for specific purposes as follows:

- Howick Village Hall, Boulmer Memorial Hall and Longhoughton Community and Sports Centre Trust received an annual grant from the Parish Council to cover the cost of the insurance of their building and site. Each organisation has to negotiate their own insurance cover and provide evidence of payment for the grant to be awarded.

- The Church of St Peter and St Paul.

An annual grant of £950 has been awarded to the Church as a contribution to the cost of grass cutting in the grave yard and church grounds.

- Other requests for specific one-off grants.

5 Organisations or Groups Receiving the Grants.

- The organisations that are awarded the grants may exist within or without the Parish. They should be registered charities or have charitable aims and purposes.
- In respect of those organisations receiving grants that are not based in the Parish, they must provide services or facilities to organisations or residents within the Parish. The services they offer may be received by the Parish Council, community organisations or individual residents. They can arise in many forms as follows:
 - > Assistance with specific issues faced by organisations, community groups or individuals.
 - > Constitutional and legal advice.
 - > Advice on good practice and compliance.
 - > The availability of services that are valued by the organisations, community groups or individuals.

6 The Awarding of Grants

Grants shall be awarded by the Council at one of its meetings. Requests for grants must be included on the agenda.

7 Requirement for Publicity for the Council.

Where grants are awarded by the Council a condition is that the receiving organisation should publicise the awarding of the grant by the Council in their Annual Report and other publications.

This policy was approved at a meeting of Council on Monday 5 December 2019 and is effective as of that date. The policy will be reviewed periodically.

Longhoughton Parish Council reviewed and accepted this Small Grants Policy with no amendments at a further meeting of the Council held on Monday 21 October 2024.

21.10.24