

Orston Parish Council

Small Grants Guidance



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1 Introduction

1.1 Orston Parish Council (the Council) has the power, under various sections of the Local Government Act 1972, but not the obligation to make grants available to local community, voluntary and not-for-profit groups in the parish.

1.2 The Parish Council is funded by the residents of Orston parish via a charge on the Council tax. The Parish Council will set a limit of grants available via its Annual Budget. The funds available are to assist groups who must demonstrate that they are working for the benefit of the Orston parish community in an inclusive manner. Grants will be distributed by the Council in a fair and equitable manner to reflect the value and contribution of the organisation to the local community.

2 Aims of the Grant Making Programme

2.1 The Council provides grants to support the following aims:

2.1.1 To enable local people to participate in voluntary groups and activities.

2.1.2 To help the parish's voluntary groups to improve their effectiveness.

2.1.3 To support organisations which meet the needs of people experiencing social exclusion or economic difficulties.

2.1.4 To ensure there is equality of access and opportunity for all residents of the parish to the services it provides and funds.

2.1.5 To improve or enhance the local environment

2.2 In all its considerations, Orston Parish Council will aim for value for money for the local taxpayer.

3 Who can apply?

3.1 Grants will only be considered for groups which are able to demonstrate a need for financial support to benefit the local community and/or are providing a service in the parish. At the Council's discretion, it may consider groups and organisations out of the parish providing the service or activity is of direct benefit to parish residents.

3.2 Upward funders' (local groups where fund-raising or a tithe of all funds raised is sent to a central HQ) can apply only for capital grants, in which grant money can be spent only on equipment, activities or events that benefit the members of the parish-based group. Orston Parish Council will not consider grant applications for assistance with running costs for 'upward funders.'

4 Conditions of Awards

4.1 The following will not be considered for support:

4.1.1 Applications by individuals.

4.1.2 Regional or National organisations, unless they are for a specific project benefitting residents of Orston parish.

4.1.3 Commercial organisations.

4.1.4 Purposes for which there is a statutory duty upon other local or central government departments to fund or provide.

4.1.5 Political parties.

4.1.6 Activities of a predominately-religious nature.

4.1.7 Financial assistance for property relating to any Church in line with the Parish Councils Act 1894 section 8. This will include, but is not limited to, a Church, a Church hall or a church graveyard including amongst others maintenance of the walls, headstones and grass cutting.

4.2 The following conditions will apply to all applications:

4.2.1 The grant must be used for the purpose for which the application was made.

4.2.2 If the group is unable to use the award in the agreed timescale and for the stated purpose, all monies must be returned to the Orston Parish Council.

4.2.3 All awards must be properly accounted for and evidence of expenditure supplied to the council if requested. The Council reserves the right to request a refund of any or all monies awarded if it is dissatisfied with the information provided.

4.2.4 The awarding of a grant should not be seen as an ongoing commitment.

4.2.5 A fresh application, on the Council provided application form, is required each year.

4.2.6 The Council reserves the right to discontinue the grant programme.

5 Application Process

5.1 Applications will only be considered when:

5.1.1 They are made via the Council's approved application form.

5.1.2 The form has been signed by an appropriately authorised person on behalf of the group or organisation.

5.1.3 Estimates, competitive quotations and specifications have been included if appropriate.

5.1.4 They are accompanied by a copy of the group's latest accounts.

5.1.5 The group has demonstrated what active steps it is taking to encourage engagement from all sections of the Orston parish community

5.1.6 A final project report will need to be provided to the Council for the Annual Parish Meeting usually held in May. A copy of the report will be emailed to the clerk 7 days in advance of the meeting. clerk@orstonparish.co.uk