

# Histon & Impington Parish Council

## Donations and Grants Policy

### April 2012

Histon & Impington Parish Council offer a number of donations and grants to support voluntary and community organisations during a year.

The Council follows guidance issued by the National Association of Local Councils on spending under section 137 of the Local Government Act 1972.

'A local authority shall not incur any expenditure unless the benefit accruing to their area or any part of it or to all or some of the inhabitants of their area will be commensurate with the expenditure to be incurred'.

Thus the council cannot use the power to benefit a single individual and must not spend a disproportionately large amount on a very limited object or purpose.

*The aim of the Parish Council is that donations and grant are allocated primarily for the benefit of the Histon and Impington electorate.*

Requests for grants and donations are considered twice a year, in June and December ensuring that all such requests are appraised on a consistent basis and that the outcome of applications is less affected by the stage in the financial year that an application is received and hence the level of funds remaining in the grants and donations budget. Only projects relating to a specific 'one off' local event are exceptionally considered outside the review round.

Grants are usually in the range of £50-£500 and applications from groups and organisations are assessed on their merits.

The Council will judge eligibility based on the following. The group submitting the application must:

- not be for profit organisation
- be undertaking work which directly benefits residents of Histon and Impington
- be properly managed – applicants are expected to have and comply with, a constitution, rules or other governing instruments, and:
  - have an elected committee or a representative steering group
  - have a bank account in the name of the organization with cheques etc authorised by 2 signatories

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Adopted: 2 April 2012

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- meet other relevant legal responsibilities (eg regarding health and safety, employment etc), equality of opportunity; protection of young children and young adults
- have an income from all sources in the previous financial year which is less than £50,000 (in exceptional cases this criteria may be relaxed)
- be in need of financial help (as a rule of thumb if reserves are a significant proportion of one years trading/expenditure this is less likely to be supported. In these circumstances those who wish to apply must provide an explanation of why additional funding is requested)

The maximum amount which a council may spend under section 137 in any one year (i.e. from 1 April to the following 31 March) is restricted by the number of people on the parish electoral roll.\*

Local clubs, societies and organisations are required to complete a Grant Application Form which is available on request to the parish office or which can be downloaded from the website.

Registered charities which provide services to, or which are of benefit to, the local community should apply in writing to the parish office and additional information may be requested. It is helpful if charities provide an indication of the number of local parishioners who derive benefit from a charity's services (details of named individuals are not sought but rather an estimate of the total number assisted in any one year and a brief explanation of the nature of that assistance). Note that contributions may be made to charities and bodies providing a public service on a non-profit making basis, but only in furtherance of their work in the United Kingdom. It is unlawful for a council to contribute to a charity or a public service body operating overseas, or to a fund established to help persons outside the UK.

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