

Staplehurst Parish Council

SECTION 137

GRANTS POLICY

2022

DOCUMENT HISTORY

- (a) This Section 137 Grant Policy combines and supersedes the *Policy on Grants* (August 2013) and *Policy on Donations from Parish Funds* (August 2013).
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1. DEFINITIONS

- 1.1 A 'grant' will be the payment by the Parish Council to another organisation for a project or capital purposes.
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2. POWER

- 2.1 The Local Government Act 1972, Section 137 empowers Parish Councils to make grants, the restrictions are:
- 2.1.1 It is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants
- 2.1.2 cannot make a grant to an individual for their own use, no matter what use and how good a cause that use may be.
- 2.3 The Local Government Act 1972, Section 137 Section 137(4)(f) shall include a separate account of that expenditure
- 2.4 The current maximum allowance for Section 137 is £8.82 per resident; however, current year's budget is £3,500. It is proposed to set a Section 137 grant budget of £3,000 in 2023/24. This will be reviewed annually in the budget setting process.
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3. BACKGROUND

- 3.1 The Council regularly receives requests for grants from a variety of organisations. The aim of the Policy is to encourage and support activities and projects which will benefit the Parish of Staplehurst.
- 3.2 Any grants must come from the Section 137 Grant Budget. Once it is used up no other grants can be awarded
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4. POLICY

- 4.1 Any grant made by the Council must directly benefit the Parish of Staplehurst and its electorate.

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- 4.2 The Council cannot make a grant to individuals
 - 4.3 Grants cannot be made to fund political activities.
 - 4.4 The organisation making a grant request should be a non-profit making voluntary organisation where membership is open.
 - 4.5 The maximum limit for Grants is £1,000 per application.
 - 4.6 The applicant will only receive one grant in any financial year.
 - 4.7 The Council will not commit to any continuing revenue expenditure
 - 4.8 Grants cannot be awarded retrospectively, after the relevant event or project has been completed.
 - 4.9 The Council will be recognised as a supporter of the project in all publicity
 - 4.10 The Council reserves the right to decline any application without giving reasons for its decision.
 - 4.11 The Council's decision on any application is final and there is no right of appeal.
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5. APPLICATIONS

- 5.1 Applications for grants shall be made via the S137 Grant Application Form 2022 to the Deputy Clerk & Finance Officer of the Council who shall check the applications meet the Council's Section 137 Grant Policy criteria and will then forward to the next meeting of the Finance and Strategy Group for consideration
 - 5.2 Once considered by the Finance and Strategy Group, the application will then be forwarded to Full Council with their recommendation for Council to make a decision. The applicants will be notified shortly after in writing
 - 5.3 The Council will assess applications with particular reference to the number of residents likely to benefit, or whether any particular category of residents would receive specific benefit.
 - 5.4 The Council will determine the grant amount for successful applications, using the figure stated by the applicant as a guide only.
 - 5.5 Successful applicants shall provide details of whom payment should be made and acknowledge receipt of the payment.
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6. CONDITIONS

- 6.1 The grant shall be used only for the stated purpose otherwise the monies shall be returned to the Council, except where the Council's prior written consent has been given for the funds to be used for another purpose.

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- 6.2 The Council may apply a specific condition depending upon the nature of the grant
 - 6.3 The Council require that applicants provide written feedback explaining how has benefited their group/organisation.
 - 6.4 The Council reserves the right to request repayment of any grant where an applicant does not comply with these conditions.
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7. CONFLICTS OF INTERESTS

- 71 Where a councillor or non-councillor is associated with the application for funding, that councillor or non-councillor must declare, in accordance with the Council's Code of Conduct, an interest in the matter and the relevant Standing Orders and Code of Conduct sections will be adhered to.
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8. VARIATIONS

- 8.1 The Council reserves the right to vary or suspend all or part of this policy at any time.
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This policy supersedes any former policy and was adopted by Staplehurst Parish Council on

Date**7th November 2022**.....Minute.....**2043 item 6.2**.....
