

Tilston Parish Council

Grants & Donations Procedure

Tilston Parish Council strives to allocate grants and donations in a fair and open manner judging each application on its own merits.

When allocating grants and donations the Parish Council must show regard to the statutory powers granted to the council through various local government acts and Audit regulations. A copy of this can be found in the back of The Good Councillors Guide or from the clerk.

The Parish Council does not have the power to provide grants or donations to individuals or national charities.

Grants and donations will be decided by Tilston Parish Council as agenda items at Parish Council meetings.

All grants and donations are made on a strictly one-off basis – receiving funding in one financial year does not mean funding will be automatically provided in future years.

All grants and donations given must be for the benefit of some or all of the parishioners of Tilston.

When seeking funding from Tilston Parish Council you and your organisation should take into account the following criteria which are intended as guidelines rather than prescriptive rules:-

- Be able to provide a clear explanation of what the funding is for, including time scales.
- Be able to provide examples of other funding sources including fund raising events.
- Be able to show how many residents from the Council area will benefit from this funding.
- Be able to explain what impact not receiving this funding will have on your organisation.
- Be able to demonstrate how best value for money will be achieved when spending the grant e.g. tendering process followed.

However, groups must meet the following criteria: -

- Have an organisation bank account (not personal).
- Must provide copies of the organisations accounts if requesting £1000+ or if requested to do so.

Timing of Applications

- The council normally considers small community group applications at its March meeting and will advertise for applications in advance of that meeting. Larger grant applications (Tilston War Memorial Hall and Tilston Playing field Association) will normally be consider at the September Council meeting.
- In exceptional circumstances the Council will consider applications for funding at the next scheduled or regular Parish Council meeting.

When deciding allocation of grants and donations Tilston Parish Council will consider the following criteria: -

- The benefit to the parishioners of Tilston in providing this funding.
- The financial circumstances of the organisation.
- How previous funding has been spent by that organisation.
- The financial position of the parish council itself.

Tilston Parish Council will not generally fund: -

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- Political organisations.
- National Bodies or Charities.

It should be noted that all parish councillors are governed by the Code of Conduct and have an obligation to declare personal and/or prejudicial interest where relevant when considering the allocation of all grants or donations.

Grant applications will only be considered when submitted on the attached grant application form.

If applying for funding outside the Council's regular grant awarding process please contact the Clerk to the Council before submitting the completed application form.

For more information please contact the clerk.

Ann Wright

Clerk to Tilston Parish Council
01948 861 035
clerk@tilstonparishcouncil.co.uk

CONTACT DETAILS

Clerk – Ann Wright	62 Well Street, Malpas, SY14 8QH Tel: 01948 861 035 Email: clerk@tilstonparishcouncil.co.uk
Chairman – Mike Hearn	The Old Bakery, Wet Lane, Tilston, SY14 7DP Tel: 01829 250 220 Email: hearn1447@btinternet.com

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Application Form

Applicant's Details

Name of Organisation

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Name of Contact

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Address for correspondence (inc. payments)

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Contact Telephone Number: Day Evening

E-mail Address

Please indicate preferred method of communication: letter / telephone / E-mail

Does the organisation have it's own bank accout? YES / NO

Organisations Account Name:

Bank Name:

Bank Account Number:

Bank Account Sort Code:

Is your organisation affiliated to a National Body? YES / NO

IF YES, Please give details.

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Application Details

Amount of Money you are requesting

Is this the total amount required for the project? Yes / NO

IF NO, Please give details of other sources of money including fundraising.

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