



# HELMDON PARISH COUNCIL

## VILLAGE SMALL GRANT POLICY



### **GRANTS TO VOLUNTARY ORGANISATIONS – GUIDELINES**

Helmdon Parish Council will consider applications from groups and organisations which are able to demonstrate a tangible benefit to some or all of its parishioners. These may include sports groups, toddler groups, non-profit making organisations and charities and other village groups.

The deadline for applications is Wednesday 16<sup>th</sup> May, 2018. Applications must be received by the Parish Clerk by the closing date together with supporting documentation required. The Parish Clerk may request additional information to allow recommendations to be made to the Parish Council.

When considering applications, the Parish Clerk will indicate whether payment would be made under Section 137 of the Local Government Act 1972 or any other spending powers. Any grants approved under Section 137 will not exceed the permissible total allowed.

If an application is successful, payment will be made to the Organisation (not to an Individual) following the May Parish Council meeting. All applicants will be notified of Parish Council decisions by the Parish Clerk.

Each grant made will be for one financial year; separate applications must be made in future years if further grants are to be sought.



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### GRANT APPLICATION FORM

Please complete in Block capitals

<b>Name of Organisation</b>			
<b>Registered Charity no (if applicable)</b>			
<b>Purpose of Organisation</b>			
<b>Total No of Members</b>		<b>No of members in the Parish</b>	
<b>Contact name</b>			
<b>Contact Address</b>			<b>Postcode</b>
<b>Telephone:</b>		<b>Fax No</b>	
<b>Email address:</b>		<b>Web Site</b>	

<b>Amount of Grant applied for</b>	<b>£</b>
<b>Purpose of Grant</b>	
<b>Details of other bodies approached for funding</b>	

**This application form and a copy of the most recent audited accounts (for all accounts held by the organisation)** should be forwarded to the Parish Clerk no later than **Wednesday 16<sup>th</sup> May 2018**.

Applications are only considered on an annual basis and only in exceptional circumstances to non-village organisations. The Parish Council has very limited funds and unfortunately cannot make substantial grants available. Other bodies should, therefore, be approached for financial assistance.

<b>This Section for Parish Council use:</b>	
Application Reference Number:	
Finance Committee Recommendation :	Date Received
Amount of Grant £	Decision of Parish Council Meeting Approved: Yes/No
Date Sent	Cheque/FPS No.