LLANFAIR WATERDINE

PARISH COUNCIL

GRANT AWARDING POLICY

1. Background

(a) Under the Local Government Act 1972, s111, the Council is empowered to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of its functions. Therefore, the Council can lawfully issue grants for purposes that fall under any of its statutory powers.

(b) Grants for purposes that do not fall under the Council's statutory powers may still be authorised under the Local Government Act 1972, s137. This empowers a local council to spend up to a prescribed limit in any one year, provided that certain conditions are met – principally, that any grants must be in the interests of, and bring direct benefit to, the civil parish or any part of it, or all or some of its inhabitants.

(c) Note that the Council wishes to promote equal opportunities and will consider all applications regardless of race, gender, sexual orientation, religious affiliation, marital status, disability or age.

2. Objectives of the Policy

(a) The purpose of this policy is to:

- ensure that grants that are awarded deliver value for money;
- set out the criteria that the Council will use in prioritising awards;
- describe the process for applying for grants.

3. Who can apply and what can you apply for?

(a) Only organisations can apply for funding, not individuals. Whilst the Council will consider applications from organisations outside the parish, funding must be demonstrably for the benefit of the inhabitants of the parish.

(b) In considering applications, the Council will have regard to any relevant strategies and policies that it has adopted and to the degree to which the application meets the following criteria:

- benefits the local community;
- strengthens lifelong learning, health and wellbeing;
- improve accessibility and inclusion in the area;
- supports the environment and sustainability and does not add to potential damage.

Priority will be given to grants towards the costs of delivering specific projects or outcomes. However, the Council may also award grants towards an organisation's running costs if it judges this to be worthy of funding. Grants will not normally be considered for projects that have already been completed.

4. The process for applying

(a) In the first instance, organisations wishing to apply for a grant should download and complete the electronic Grant Application Form, held on the Council's website, and then email this to the Clerk. The Clerk will provide an email acknowledgement of receipt. Printable copies of the form can also be download from the website for completion by hand. Please contact the Clerk in writing to request a paper copy if you cannot access the website: The Clerk, Llanfair Waterdine Parish Council, c/o 3 Hand Causeway, Clun, SY7 8JN.

(b) All grant applications must be made on the Council's Grant Application Form and must be accompanied by the required information.

(c) Please note that an organisation wishing to apply for a grant must have a bank account in its own name. It is not possible for the Council to pay grants to a third party on behalf of another organisation.

(d) The Clerk will check all applications to ensure that they have been completed correctly and that all necessary information has been attached; and will notify the applicant if further work on the application, or further information, is required.

(e) The Council will normally only consider grant applications at its meetings in July, November and March. However, in cases of exceptional urgency, it may consider grant applications at any of its meetings.

(f) The Clerk will inform an applicant when their grant application is to be discussed and the Council will expect a representative to attend the relevant meeting and to make brief representations in respect of the application.

5. After the grant application has been considered

(a) If a grant application is successful, the Clerk will inform the applicant within 14 days of the meeting at which it was considered. At that point, an applicant may also be asked to sign a Grant Agreement prior to the funds being issued. Grants will typically be paid within 21 days of a decision being made.

(b) Those receiving grants of £2,000 or more must provide, within 12 months of its payment, written evidence of how the grant was spent. Recipients of smaller amounts may also be asked to provide evidence of how the grant was spent. Evidence may take the form of an annual report, or a set of accounts which clearly identify how the grant was spent, or a verbal report from a representative of the organisation at a Council meeting. The Grant Agreement will document any specific requirements.

(c) If your application is unsuccessful, the Clerk will write to you within 14 days of the meeting at which the grant was considered. For any queries on this policy, please contact the Clerk: llanfairparishclerk@gmx.co.uk.

Adopted: 7th September 2026

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