GISLINGHAM PARISH COUNCIL

GRANTS AND DONATIONS POLICY

Definition

- ✓ A grant is awarded for a particular defined purpose.
- ✓ A donation is awarded for general purposes.
- ✓ Both are awarded for local Parish activities or to benefit Residents.

Aim

The Council regularly receives requests for Grants and Donations from a variety of organisations, and the aim of the Policy is to encourage and support activities and projects which will benefit the Parish of Gislingham. The normal recipients will be local organisations, but one of the most important restrictions is that a Grant cannot be made to an individual for their own use, no matter what use and how good a cause that use may be (e.g. sponsorship for studying exchanges).

Source of Funding

Any Grants or Donations made are funded directly from the Parish Precept.

Policy

- Any Grant made by the Parish Council must benefit the Parish of Gislingham and Residents.
- Grants and Donations cannot be made to fund Political activities.
- All proposed expenditure must be detailed in the Parish Council's Annual Budget Meeting to enable calculation of the Council's Precept.
- The organisation making a Grant or Donation request should be a non-profit making voluntary organisation where membership is open (i.e. no discrimination of membership on grounds of sex, race, religion etc.)
- The Parish Council will endeavour to provide assistance and support where appropriate to groups and organisations in the Parish wishing to access Grants and other funds from third parties and local authorities.

Applications

- All applications for Grants and Donations shall be made in writing or email to the Parish Clerk who shall arrange for those applications which meet the Council's criteria to be considered bi-annually in **March** and **September**.
- The Grant or Donation available is limited to a maximum of **£100** per application.
- If the Parish Council considers that there are exceptional circumstances, then it can decide to exceed these limits.
- Only one Grant or Donation will be given to any group or organisation, or for any particular purpose, in any financial year (1st April to 31st March).
- Grants cannot be awarded after the relevant event or project has been completed.
- Nothing in this Policy prevents the Parish Council from providing a Grant or Donation to a group, organisation, or project without application where the Parish Council considers that the giving of such a Grant or Donation will bring benefit to residents of the Parish.

Conditions

The Parish 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 (e.g. children, the elderly, persons with any form of disability etc).

Notes

- The Parish Council's decision on any application is final and there is no right of appeal.
- The Parish Council reserves the right to decline any application without giving reasons for its decision.
- The Council will not commit to any continuing expenditure.
- Where a Member of the Parish Council is a member of a group/organisation applying for funding, that Member must declare, in accordance with its Code of Conduct, an interest in the matter and refrain from Voting.
- Advice may be sought from the Parish Clerk.

Signed: *C Fell* **Chair**

Approved by Gislingham Parish Council on 21st September 2026

Date of next review September 2027