



# **BRANTHAM PARISH COUNCIL**

## **Contributions Policy**

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## **Contributions Policy**

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### **POLICY STATEMENT**

A CONTRIBUTION IS ANY PAYMENT MADE BY THE PARISH COUNCIL TO BE USED BY AN ORGANISATION OR INDIVIDUAL IN THE FURTHERANCE OF THE WELLBEING OF THE LOCAL COMMUNITY, EITHER GENERALLY, OR FOR A SPECIFIC PURPOSE AND WHICH IS NOT DIRECTLY CONTROLLED OR ADMINISTERED BY THE COUNCIL.

### **1. GENERAL**

1.1 The Parish Council recognises the important impact that the activities of many local organisations and individuals have on the wellbeing of the local community.

The purpose of any contribution given by the Council is to support initiatives and create opportunities in the local community that are not, as a matter of course, funded by the Council.

1.2 The administration of and accounting for any grant or subsidy shall be the responsibility of the recipient.

1.3 The Council will consider start-up awards for new organisations and contributions for existing organisations and individuals.

### **2. CONDITIONS OF FUNDING**

2.1 Applications will be considered from individuals as well as organisations.

Applications will be considered for day-to-day running expenses and individual projects. All applications should be submitted in writing

2.2 Applications WILL NOT be considered from:

- Organisations intending to support or oppose any particular political party or to discriminate on the grounds of race or religion.
- Private organisations operated as a business to make a profit or surplus
- "Upward funders", i.e. local groups whose fund raising is sent to their central HQ for redistribution.

2.3 Applications from religious groups will be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs.

2.4 Applications from education, health or social service establishments will be considered where the organisation can demonstrate that it is working in partnership with other groups and where there are benefits to the wider community within the Parish.



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- 2.5 The Council reserve the right to ask that the organisation have clearly written aims and objectives, a written constitution and membership rules.
- 2.6 All applications should demonstrate clearly how a grant or subsidy will be of benefit to the local community within the Parish.
- 2.7 The Council reserve the right to ask an organisation for audited accounts or accounts that have been independently examined by a suitably qualified person, for the previous two financial years or, in the case of a newly formed organisation, a detailed budget and business plan.
- 2.8 Each application will be assessed on its own merits and will be considered along with other applications by the Council's Contributions sub-committee. Their recommendations will be considered and voted on at a subsequent full Council meeting.
- 2.9 To ensure as fair a distribution as possible, the sub-committee and council will take into account the amount and frequency of previous awards.
- 2.10 Due account will be taken of the extent to which funding has been sought or secured from other sources or own fund-raising activities.
- 2.11 The Council may make the award of any grant or subsidy subject to such additional conditions and requirements, as it considers appropriate.