



1. Introduction

Wisborough Green Parish Council (the Council) recognises the valuable contribution that voluntary, community, and charitable organisations make to the life and wellbeing of the parish and seeks to offer support where it is lawful and appropriate to do so.

This policy sets out the principles and procedures under which the Council may award grants or make donations to local organisations and causes. As the Council does not hold the General Power of Competence, all grants and donations must be made only where a specific statutory power exists, most commonly Section 137 of the Local Government Act 1972. This Act states that money must be spent on purposes for the direct benefit of the parish and be commensurate with the expenditure incurred, for example, making a large donation for the benefit of a one or two people is not acceptable.

3. Annual Budget and Financial Limits

- The Council will set an annual grants budget as part of its budgeting process.
- Any grants made under Section 137 must remain within the statutory spending limit per elector, as set annually by central government.
- No grant will be awarded unless sufficient budget provision exists.
- The Council reserves the right to decline applications if funds are exhausted.

4. Eligibility Criteria

Applications may be considered from the following for the furtherance of their work in the United Kingdom:

- Registered charities.
- Community and voluntary groups.
- Not-for-profit organisations.
- Social enterprises with community benefit objectives.

Organisations must:

- Operate within or provide evidenced benefit to Wisborough Green residents.
- Demonstrate financial need.
- Have a written constitution or governing document.
- Have a bank account in the organisation's name.

5. Ineligible Applications

Grants will not be made retrospectively and to:

- Individuals.
- For-profit businesses.
- Political parties or organisations promoting party-political activity.
- Activities already fully funded by statutory bodies.

- Causes that do not directly benefit the parish or its residents.
- Organisations operating outside of the United Kingdom.

6. Application Process

- Applications can be made by submitting the Council's application form or by sending a request letter or email to the Clerk.
- Applications should include:
 - Details of the organisation and its activities.
 - A clear description of the project or purpose.
 - The latest annual accounts or financial statements for requests exceeding £1,000. Organisations that have only recently been established and do not have audited accounts should provide a budget statement and demonstrate efforts to raise funds.

7. Assessment and Decision-Making

Although applications will be accepted throughout the year, they will normally be considered annually by Full Council at the March meeting. However, time sensitive applications may be considered by the Council earlier in the financial year.

8. Grant or Donation Payment

Unsuccessful applicants will be notified. Successful applicants will receive payment by bank transfer. The Council may:

- Require evidence of commitment or expenditure before payment.
- Attach reasonable conditions to any grant awarded.

9. Monitoring and Accountability

Failure to provide requested information may affect future applications. The Council reserves the right to:

- Request evidence that the grant has been used for the approved purpose.
- Require a written report or receipts.
- Recover all or part of a grant if it is misused or conditions are breached.

10. Transparency and Conflicts of Interest

- All grants awarded will be recorded in the Council's minutes and accounts.
- Councillors must declare any disclosable pecuniary or non-pecuniary interests and withdraw from consideration where required.
- The policy will be applied fairly and consistently.

11. Policy Review

This policy will be reviewed biannually or sooner if:

- Legislation changes
- The Council acquires the General Power of Competence
- The Council considers it necessary.