

Allocation of grants to local organisations

1. At the budget setting meeting each year, the council allocates a sum of money for grants during the following financial year. A grant is any payment or gift made by the Parish Council to an organisation for a specific purpose. The law requires that Section 137 grants must be in the interests of parishioners and be in the parish, and that the direct benefits should be commensurate with the expenditure. Typically, these might be:
 - for buying equipment either in part or in full
 - for funding of transport that will enable group members to take part in a group trip or outing
 - for activities that raise the profile of Fressingfield Parish
 - for the start-up costs of an organisation
 - for running costs of a viable group
 - for hosting special events or celebrations
 - for the provision of recreational facilities
2. Once this budget sum has been given for grants, the Parish Council will only consider emergency requests for help and only from organisations or groups with which it has close links.
3. New grant applications will be considered at meetings of the Parish Council's finance committee before approval by the full council. Grants may exceptionally be considered outside of this timetable should it be considered necessary or desirable by the Parish Council.
4. To be eligible, groups or voluntary organisations must be based in the parish of Fressingfield
5. The purpose of the grant should not contravene Council equality policy.
6. The grant recipient(s) must supply the Parish Council with a statement confirming how the grant has been used within three months of receiving funding.
7. The organisation or group must agree to acknowledge the contribution of Fressingfield Parish Council in any publicity material produced relating to the item or activity and agree to details of any grant being published.

For further information and an application form, please contact the clerk to the Parish Council, Andy Parris on 01379 586745 by e-mail clerk.fresspc@gmail.com

Once completed, return the form to Mr A J Parris, The Stooks, Feaveryears Yard, Fressingfield, Suffolk. IP21 5PG or email clerk.fresspc@gmail.com

The application procedure

Organisations or groups requesting financial help will be requested to submit

- a completed application form; and where appropriate
- a copy of the latest approved income & expenditure statement or other financial report
- copies of bank statements covering the past six months.

Applications will not be considered from

- individuals
- political parties
- private organisations running as a business
- upward funders, i.e. local groups where fund raising is sent to a central HQ or regional centre for redistribution.

Assessment

Each application will be considered on its own merits. Applications once received, will be considered at the next meeting of the finance committee. To ensure fair distribution of resources, the committee will consider the amount and frequency of any previous grant awards. Account may also be taken of the extent to which funding has been looked for or secured from other sources or fund-raising activities. Proposals for match funding will also be considered.

Once completed, return the form to Mr A J Parris, The Stooks, Feaveryears Yard, Fressingfield, Suffolk. IP21 5PG or email clerk.fresspc@gmail.com

Successful applications

The organisation or group must agree to acknowledge the contribution of Fressingfield Parish Council in any publicity material produced relating to the item or activity and agree to details of any grant being published.

If you have any queries, please contact the parish clerk on by email or call 01379 586745 or 07873 970834

