

# SEALAND COMMUNITY COUNCIL

## Grants Policy

### Grants and Donations

Sealand Community Council sets aside a sum of money each year to donate to good causes in the community

The sum allocated by the Council is part of the annual precept the Community Council collects from the electorate and is available for distribution from 1 April each year.

The Community Council is governed by rules set out in the Local Government Act 1972 (section 137) which states the money must be spent on purposes for the direct benefit of the parish and be commensurate with the expenditure incurred, for example, spending a large amount for the benefit of only one or two people is not acceptable.

Contributions may be made to charities and bodies providing a public service on a non-profit making basis, but only in furtherance of their work in the United Kingdom. It is unlawful for a Council to contribute to an individual or a charity or a public service body operating overseas. Contributions to UK charities and bodies providing a public service do not have to bring any direct benefit to the council's area or to its inhabitants.

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## Policy

Applications will be accepted throughout the financial year from individuals (on behalf of a group) or not for profit community groups, or where the donation is to provide benefit to residents of Sealand. Any expenditure under section 137 must be properly authorised by resolution, minuted and shown in a separate column in the councils' accounts.

Sealand Community Council operate the following criteria:

- Only one application for a grant in each financial year
- A limit of £150.00 per organisation will be applied except for exceptional circumstances.
- The organisation must be non-profit making (and not an individual)
- Grants are not made retrospectively
- The organisation must be one that, in some way, benefits the local community
- The organisation maybe asked to demonstrate a clear need for financial support by providing a description of the project / activity for which a contribution is needed
- A set of audited accounts or suitable financial statement may be required to ensure there is a genuine need for a grant

- Organisations that have only recently set up and do not have audited accounts should provide a financial statement regarding their proposed budget instead.
  - Efforts to generate income from other sources maybe required.
  - A report on how the money was spent maybe requested and if required should be submitted to Sealand Community Council with details of the outturn
  - Monitoring may take place.
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## **Procedure**

Applications will be accepted throughout the year.

Applications should be submitted to the Clerk of the Council with the information set out in the policy above. The application will be placed on the agenda for consideration who will decide on the application based on the information provided.

Please note that all agenda papers are published and therefore in the public domain. The Clerk of the Council will inform the applicant of the Councils' decision and arrange payment if successful or provide an explanation if the grant or donation was turned down.

Should you be successful: A written receipt maybe requested to be provided by the organisation and a note to show the funds have been used for the purposes specified in the application.

The council reserves the right to require repayment in the event of the outcome not being achieved.

### **Monitoring and review of this policy**

For further clarification contact the Clerk of the Council.

This Policy was approved by Council at its meeting held on 20<sup>th</sup> June 2022 and will be reviewed annually

Peter Richmond - Clerk of the Council – 21<sup>st</sup> June 2022

Peter Richmond – Clerk of the Council

18<sup>th</sup> June 2022