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 community of Sealand and be commensurate with the expenditure incurred; for example, spending a significant 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.

Policy

Applications will be accepted throughout the financial year from not-for-profit organisations, charities, community groups and individuals applying on behalf of an identifiable group or community initiative, subject to the legal power under which the grant is awarded.

The Council will consider whether the applicant is eligible, whether the proposed expenditure is lawful and whether the application meets the relevant criteria. Applications must clearly identify the intended recipient and the purpose for which the grant will be used.

Grants will not normally be awarded to individuals for personal benefit.

Any expenditure incurred under Section 137 of the Local Government Act 1972 must be properly authorised by resolution, recorded in the minutes and accounted for in accordance with the statutory requirements.

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.

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 will notify the applicant of the Council's decision. Where an application is successful, payment will be arranged in accordance with the Council's Financial Regulations and any conditions imposed. Unsuccessful applicants will be notified accordingly.

The Council may request a written receipt and evidence that the grant has been used for its approved purpose. Where grant conditions have not been met or funds have been used for an unauthorised purpose, the Council reserves the right to require repayment.

Monitoring and review of this policy

For further clarification, contact the Clerk of the Council.

This Policy was reviewed and approved by Council at its meeting held 19th October 2026

and will be reviewed annually.

Ashley Griffiths - Clerk of the Council – October 2026