

TIDENHAM PARISH COUNCIL

PARISH GRANT SCHEME

1. Groups within the parish can apply to the fund. Those outside the parish who can demonstrate a direct benefit to the residents of the Parish will also be eligible to apply
2. The scheme can support both capital and revenue projects
3. Groups will make applications to the council. Please write to the Clerk with your application
4. Groups will normally** be expected to supply the following accompanying documentation:
 - a. A copy of the most recent audited accounts, including an up to date balance sheet
 - b. A copy of the constitution or rules of the group
 - c. Provide proof that the group has a bank account with two signatories.
 - d. Provide a 12 month forward plan (activities and finance) and, where larger grants (classified as in excess of 25% of the annual TPC budget for grants) are requested, a business plan will be required as will proof of need
5. Grant applications will be accepted at any time throughout the year and will go before the Finance & Probity Committee which meets quarterly in March, June, September and December and whose decision will be absolute
6. All applications will be considered with regard to financial stability of the groups and judged on their own merits; particular attention will be given to the group clearly demonstrating the need for the grant funding
7. Half (50%) of the total grant funding in the year will be devoted to supporting smaller groups within the Parish – smaller defined as having an annual income, excluding grants, of below £5,000
8. In order to comply with Local Government Act 1972 s137(A) where any grant of £2,000 or above is made confirmation will be sought, within 12 months of grant being given, that the money has been spent in the way intended – this may involve asking for full accounts

**Very small groups such as the local Brownies/Scouts will not be expected to provide these documents and neither will the very large groups where finance is substantially obtained from outside of the Parish (such as the Chepstow Citizens Advice Bureau or SARA) – a letter of request and proof of benefit to the Parish will be sufficient

Adopted on 7th September 2011 and amended to include Item 8 in May 2012