

Notes on criteria for the award of S137 Community Grants to be read in conjunction with S137 Grants Policy

Introduction:

Section 137 of the Local Government Act 1972 allows local authorities, including Parish Councils, to incur expenditure which will bring direct benefit to their area or any part of it, or to all or some of its inhabitants. Limits are imposed by the legislation and the amount of money available to the Parish Council through the annual precept. It is important that these notes are read in conjunction with the S137 Grants Policy when making your application.

Any organisation seeking a grant from Milborne Port Parish council that needs help to comply with the paperwork (such as a statement of income & expenditure) required can ask for a suitable member of the parish council to help them. Please contact the Parish Clerk for advice.

Grant awards are made in May at the start of the municipal year and are generally expected to be used for activities within the year (i.e. from May one year to April the next). If this timescale does not suit the activities of your organisation (for example your activities might start in September and end in August), please make your application and explain this in the space provided on the application form and should your organisation receive a grant the Parish council will endeavour to help you.

What the Parish Council will not fund:

- The activities of political organisations.
- The activities of religious organisations unless they can show that they operate clear and open community activities which do not require membership or connection to the organisation and that the grant would be of benefit to the community.
- Salaries or ex-gratia payments
- Events that have already occurred, or equipment already purchased.
- Repayment of loans or costs of services.
- Organisations that have closed or restricted membership

Grant Conditions:

- The grant can only be used for the purpose stated in the application and the Council reserve the right to reclaim any grant not being used for the specified purpose.
- Individuals may apply for grants if submitted on behalf of an organisation to which they belong.
- The organisation is responsible for ensuring the grant is used for the purpose in which it was granted.
- Organisations are responsible for ensuring they comply with all legal and statutory requirements.
- Should for any reason the organisation disband during the period of the grant the Council may ask for part or all of the monies back.
- Prior approval of the Council is required if any change of use of the grant is required.
- Organisations must contact the Council before disposing of equipment or resources purchased using grant funding from the Council.
- A report must be submitted to the Annual Council Meeting, either in person or in writing

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- The Council reserves the right to monitor the use of the grant.
- Acknowledgement of the financial support received from the Council must be promoted where appropriate.
- Normally only one grant will be given per financial year, although exceptions may be made.
- The Council reserves the right to vary the amount of grant awarded to an organisation

Should any of these conditions not be met it could result in the award being withdrawn, the grant having to be repaid and future grant applications being refused.

Milborne Port Parish Council reserves the right to make changes to this policy throughout the municipal year