



Treverbyn Parish Council

Grants Award Policy

1. Introduction

Treverbyn Parish Council (“the Council”) recognises the valuable contribution made by local voluntary groups, charities, community organisations, clubs and community initiatives to the wellbeing and development of the parish.

The Council may provide grants, within its powers and available budget, to organisations whose activities benefit residents of Treverbyn Parish.

This policy sets out the principles, eligibility criteria and procedures governing the award of grants by the Council.

2. Purpose of Grants

The purpose of the Council’s grant scheme is to support projects and activities that:

- Benefit residents of Treverbyn Parish
- Improve community wellbeing
- Promote community cohesion
- Support local services and facilities
- Encourage participation in community life
- Enhance environmental, cultural, recreational, or heritage activities
- Support vulnerable or disadvantaged residents
- Improve the quality of life within the parish

3. Legal Powers

Grants shall only be awarded where the Council has an appropriate legal power to do so.

Relevant powers may include, but are not limited to:

- Local Government Act 1972

- Localism Act 2011
- Other statutory provisions enabling local authority expenditure

The Council reserves the right to refuse any application where no lawful power exists.

4. Grant Budget

The Council shall determine an annual grants budget as part of the budget-setting and precept process.

Given the Council's scale, responsibilities and parish population, grants shall be awarded prudently and proportionately in the context of overall Council finances.

The existence of a grants budget does not oblige the Council to award funding.

5. Eligibility

Applications may be considered from:

- Registered charities
- Community groups
- Voluntary organisations
- Not-for-profit organisations
- Sports clubs
- Youth organisations
- Community associations
- Cultural and heritage groups
- Environmental organisations

Applicants should normally:

- Operate on a non-profit basis
- Provide services or activities benefiting Treverbyn Parish residents
- Have a constitution or governing document
- Hold a bank account in the organisation's name
- Demonstrate appropriate financial management

6. Ineligible Applications

The Council will not normally award grants for:

- Political purposes or campaigns
- Activities contrary to Council policies or legal obligations
- Retrospective funding for completed projects
- Private businesses operating for profit
- Activities benefiting only one individual
- Religious activities intended primarily for worship or proselytising

- Loan repayments or interest payments
- General fundraising appeals without clear local benefit
- Projects outside the parish without direct benefit to residents

The Council reserves the right to determine eligibility.

7. Types of Grants

The Council may award:

- Small community grants
- Project grants
- Capital grants
- One-off grants
- Exceptional grants for significant community benefit

The Council may determine maximum grant levels from time to time.

8. Application Process

Applications shall normally:

- Be submitted in writing on the Council's application form
- Include details of the organisation
- Explain the purpose of the funding request
- Demonstrate community benefit
- Include supporting financial information
- Include details of any other funding sources

Applications may be refused if insufficient information is provided.

9. Assessment Criteria

Applications shall be assessed against criteria including:

- Benefit to parish residents
- Community impact
- Financial need
- Value for money
- Sustainability of the project
- Evidence of good governance
- Availability of Council funds
- Alignment with Council priorities

The Council may give priority to projects with broad community benefit.

10. Decision Making

All grant applications shall be considered by Full Council unless delegated arrangements exist.

The Council reserves the right to:

- Award the full amount requested
- Award a reduced amount
- Attach conditions to funding
- Refuse applications

The Council's decision shall be final.

11. Conditions of Grant

Grant recipients may be required to:

- Use funds only for the approved purpose
- Return unused funds where appropriate
- Provide evidence of expenditure
- Provide feedback or reports on project outcomes
- Acknowledge Council support where appropriate

The Council reserves the right to reclaim grant funding where conditions are not met or funds are misused.

12. Financial Controls

All grant payments shall comply with the Council's:

- Financial Regulations
- Internal controls
- Audit requirements

Payments shall normally be made electronically to the organisation's bank account.

The Council may request additional information before releasing funds.

13. Conflicts of Interest

Councillors must declare interests relating to grant applications in accordance with:

- The Councillor Code of Conduct
- Relevant legislation
- Council procedures

Councillors with relevant interests shall not improperly influence decisions.

14. Monitoring and Accountability

The Council may request evidence that grants have been used appropriately.

This may include:

- Receipts or invoices
- Annual accounts
- Project reports
- Photographs or publicity materials

Failure to provide requested information may affect future applications.

15. Publicity and Transparency

Details of grants awarded may be published by the Council in accordance with transparency obligations.

Published information may include:

- Organisation name
- Grant amount
- Purpose of funding

16. Equalities

The Council shall consider grant applications fairly and without unlawful discrimination.

The Council encourages applications from organisations supporting equality, inclusion, and community wellbeing.

17. Review

This policy shall be reviewed annually or sooner if required due to legislative, operational, or financial changes.

18. Adoption

Adopted by Treverbyn Parish Council on: