



# BISHOPSTEIGNTON PARISH COUNCIL

## COMMUNITY GRANT AWARDING POLICY 2025-26

### **Introduction**

*Local councils are empowered under section 137 of the Local Government Act 1972. The Council has the power to incur restricted expenditure which, in the councils opinion, is considered to be in the interest of and will bring direct benefit to its area or any part of it or all or some of its inhabitants. The direct benefit accruing must also be commensurate with the expenditure to be incurred. There is a further power to make grants to voluntary organisations providing recreational facilities under section 19 of the Local Government (Miscellaneous Provisions) Act 1976. A council that is eligible and has resolved to adopt the General Power of Competence (Localism Act 2011, s. 1 to 8) (GPC) can no longer use s137 as a power for taking action for the benefit of the area or its community. Instead the GPC can be applied; subject to certain restrictions but offering more flexibility.*

At a full council meeting, held to agree a budget for the forthcoming financial year, the council will agree the amount allocated for grants to be awarded in the year ahead. The amount may vary each year, depending on the overall council budget.

**For financial year 2025-26, £2,000 has been allocated for use under grant awarding under GPC.**

### **The Aims of the Council's Grant Policy**

A grant may only be awarded to voluntary bodies, charities and not-for-profit organisations which are set up and run by a voluntary, unpaid management committee. The payment made by the Council shall be used by an organisation for a specific purpose that will benefit the parish, or residents of the parish, and which is not directly controlled or administered by the Council. The Council awards grants, at its discretion, to parish organisations which can demonstrate a clear need for financial support:-

- To enable local people to participate in voluntary groups and activities.
- To help the parishes' voluntary groups to improve their effectiveness.
- To ensure the provision of services, needed by the residents, via the voluntary sector.
- To enhance quality of life and ensure there is equality of access and opportunity for all parishioners to the services provided.
- To improve or enhance recreation and / or sports.
- To improve or enhance the environment / sustainability.
- To promoting the parish of Bishopsteignton in a positive way.

### **Grant Application Process**

The Clerk/RFO to the Council will receive all applications in the first instance and will then collate all the necessary information from the applicant ready for presentation and discussion at the appropriate Council meeting.

The total budget shall be divided and up to £500 can be awarded per quarter, with any remainder being carried forward to the next quarter.

Applications for the 2025-26 community grant are to be received, considered and awarded in accordance with the following scheduled.

Applicants will be required to complete an application form, available from the Parish Council Clerk or the council website [www.bishopsteignton-pc.gov.uk/grant-awarding/](http://www.bishopsteignton-pc.gov.uk/grant-awarding/).

## COMMUNITY GRANT AWARDING POLICY 2025-26



Period/Quarter	Application last submission date	Full Council meeting date where application to be considered	Grant shall be awarded before
Q1	30.04.25	06.05.25	30.06.25
Q2	27.08.25	01.09.25	30.09.25
Q3	29.10.25	03.11.25	31.12.25
Q4	25.02.26	02.03.26	31.03.26

Applications will be considered for joint projects, where two or more organisations are working together to fulfil the aims of the Council's grant making policy.

The number of applications per financial year are not limited however preference will be given to those organisations which have not previously been awarded a grant from BPC in the current or previous financial year.

All questions on the application form should be fully answered and additional appropriate information, which supports an application, should be provided. In addition to the application form organisations may be required to provide some of the following supporting information:

- A copy of their written constitution or details of their aims and purpose
- Full details of the project or activity
- Demonstration that the grant will be of benefit to the local community within the parish
- The proportion or number of beneficiaries living in the electoral area
- Demonstration of a clear need for funding
- A copy of the previous year's accounts or, for new initiatives, a detailed budget and business plan
- A copy of the organisation's latest bank statement.

Where additional information is required in order to consider the grant application, applicants will be invited to meet with the clerk/and or a councillor to further discuss the application, prior to the grant being determined by Full Council. The Full Council decision is final. All applicants will be contacted following the Council's decision.

Funds available are limited to ensure the council keep within the budget which has been set. The clerk/RFO can give guidance to applicants as to how much money is likely to be available/remaining in a specific financial year.

### Conditions of Funding

- The applicant must be either non-profit or charitable. Applications from private organisations operating as a business to make a profit or surplus will not be considered.
- Grants will not be made to projects that discriminate on any grounds.
- Under s 137 grants cannot be made to individuals. Under the GPC these may be considered but still must prove a strong benefit to the community.
- An organisation should have a bank account in its own name with two delegated representatives required to sign each cheque/authorise payment.

## COMMUNITY GRANT AWARDING POLICY 2025-26



- The administration of and accounting for any grant shall be the responsibility of the recipient. All awards must be properly accounted for, and evidence of expenditure must be supplied to the Council on request.
- Ongoing commitments to award grants or subsidies in future years will not be made. A fresh application will be required each year.
- Each application will be assessed on its own merits.
- Preference will be given to organisations which have not previously been awarded a grant from BPC in the current or previous financial year.

Bishopsteignton Parish Council will not award grant funding to the following:

- Organisations that do not provide a service to the community in Bishopsteignton.
- General appeals.
- Statutory organisations or the direct replacement of statutory funding.
- Political groups or activities promoting political beliefs.
- Religious groups where funding is to be used to promote religious beliefs.
- Arts & sports projects with no community or charitable element.
- Medical research, equipment or treatment.
- Animal welfare.
- Retrospective applications for costs that have already been incurred prior to the application being considered e.g. Equipment already purchased.
- Grants for the repayment of loans or cost of services, equipment or provisions in anticipation of a grant.
- Organisations that have closed or restricted membership.

The Council may make the award of any grant subject to any additional conditions and requirements as it considers appropriate. These may be set out in the award confirmation letter. The Council reserves the right to refuse any grant application which it considers to be inappropriate or against the objectives of the Council.

Any grant must only be used for the purpose for which it was awarded unless the written approval of the Council has been obtained for a change in use of the grant monies, and that any unspent portion of the grant must be returned to the Council by the end of the financial year in which it was awarded; except for grants giving in March 2026 which will be allocated a further 6 months.

Nothing contained herein shall prevent the Council from exercising, at any time, its existing power in respect of providing financial assistance or grants to local or national organisations under the provisions of the Local Government Act 1972, s 137 or GPC; whichever is relevant.

### **Payments**

Grants will be paid by BACS (bank transfer) to a dedicated account for the organisation.

### **Monitoring and reporting requirements**

As a condition of receiving a community grant from BPC you are required to provide a short evaluation.

Recipients shall provide BPC with written evidence of how the grant was used and the benefit it has brought to the parishioners. Such evidence of how the money has been spent should include copies of invoices and receipts, plus attendance numbers, photos, press clippings, etc. where applicable. This information should be submitted within 1 month of the event/project end or by the end of March each year whichever is sooner, so that it can be reported at the Annual Parish Meeting.