

Ringshall Parish Council Grants Policy

Version	Author	Reason for Issue	Date	Approval Minute
1.0	Clerk	New Policy	05/2026	RPC/15/26/27

Policy History

Document Reference	RPCP06
Approval Committee	Full Council
Version	1
First Adopted	
Next Review Date	May 2027

1. Purpose

Ringshall Parish Council offers a limited number of grants and donations to support services, projects, and activities that benefit the Parish and its residents. Grants are available to clubs, societies, voluntary and community groups, and non-profit or charitable organisations.

This policy sets out the eligibility criteria, conditions and process for applying for financial assistance from Ringshall Parish Council. It ensures that public funds are distributed in a fair, transparent, and accountable manner for the direct benefit of Ringshall Parish Council and its residents.

The Council may award:

- Grants under **Section 137 of the Local Government Act 1972**, which must benefit the area or its inhabitants and be proportionate to the expenditure.

2. Eligibility and Applicant Requirements

Applicants must be established for charitable, benevolent, social, cultural, recreational, or philanthropic purposes and be properly constituted. This means that applicants must:

- have a constitution, or set of rules, which define its aims, objectives, and operational procedures
- provide a copy of their latest annual accounts
- demonstrate that the accounts are checked and signed by a person independent of the group
- have a bank account operated by a minimum of at least two joint signatories.

3. What Grants Can Be Used For

Grants will normally be awarded for **capital projects** rather than ongoing operational or revenue costs.

Applications must demonstrate a clear need for financial support and show how the project will benefit the Parish by:

- Providing a service
- Enhancing quality of life
- Improving the environment
- Promoting the Parish in a positive way

The Council expects applicants to seek best value for money and may require evidence such as multiple quotations or a tendering process.

4. Ineligible Applications

Grants will not normally be awarded for:

- Activities or services that are the responsibility of central government, principal councils, or other public bodies
- Political or religious activities, unless they can show they operate clear and open community activities which do not require membership or connection to the organisation and that the application will be of benefit to the community.
- Private individuals
- General running or maintenance costs
- Events or projects that have already taken place or been completed
- Repayment of loans or retrospective funding
- Organisations with restricted membership (unless justified)
- Organisations that transfer locally raised funds to a central body for redistribution
- Publicity costs (unless incidental to the main project)
- Organisations holding significant unallocated reserves

This list is not exhaustive, and the Council reserves the right to refuse applications at its discretion.

5. Grant Requirements

- The maximum grant payable to any one organisation will be £2,000. The Council reserves the right to limit grants in line with budget requirements and/or expenditure it may be required to make.
- To qualify for assistance, applications must demonstrate a direct benefit to Ringshall Parish, or its residents. The direct benefit must be commensurate with the expenditure to be incurred.
- Local groups that are affiliated to regional or national organisations will qualify provided the local group is required to function substantially as an independent financial unit.
- Applications must be made using the Parish Council's Grant application form. Incomplete applications will not be considered and will be returned.
- The Parish Council will need to be satisfied that that the applying organisation is making reasonable and realistic efforts to become self-supporting (or in the case of a "starter" grant has proposals to become self-supporting).
- In the case of a successful application, the financial assistance should normally be spent during the financial year (1 April to 31 March) in which the Parish Council approves the application and should not be added, wholly or partly, to rolling reserves.
- Where a grant is given towards the purchase of equipment the grant will only be paid once an invoice has been received from the organisation concerned, or upon the production of other equivalent evidence to the satisfaction of the Parish Clerk.

- All applicants will be required to sign a declaration confirming that the information provided is accurate, and that they agree to abide by the conditions of the grant as set out in this policy. The Council reserves the right to reclaim any grant, in full or in part, if it is not used for the approved purpose or if the organisation is found to have provided misleading information.
- Successful applicants will be required to report back as required to the Parish Council on their activities and acknowledge the Parish Council's support in annual reports.