



Report author: Adil Iftakhar – Clerk

Report to Full Council

Date: 15/05/2024

Decision Required: Yes

Subject: Community Grant Scheme

Does the report contain information which has been identified as confidential?

Yes No

If yes, please specify the reason that the report is confidential below:

N/A

1 Purpose of this report

1.1 To implement a community grant scheme for the Wexham Court Parish and a budget to distribute in accordance with Grants & Donations Policy. These funds are given out as grants to organisations that provide activities and projects making a positive difference and directly benefitting the residents of the Wexham Court Parish.

2 Recommendation/s

2.1 Parish Council is asked to approve the adoption of a community grant scheme for the Wexham Court Parish Council.

3 Summary of key points

3.1 The Parish Council can award grants to groups/organisations for projects or events that are determined to be of benefit to the residents within the Parish.

3.2 Grant funding made by Wexham Court Parish Council is allowed under section 137 of the Local Government Act (1972) which empowers the Parish Council to spend a proportion of its funds, subject to limits, on purposes that bring a direct benefit to the parish or to its residents. Section 137 states that if the grant

application will only benefit 10% of the residents, then only 10% of the total budgeted Section 137 monies can be granted. It is advised that groups/organisations should consider other sources of funding in conjunction with the Wexham Court Parish Council Grant.

3.3 The projects that can be funded are:

- the project should be something that makes the local community a better place in which to live, work or visit.
- it should benefit people who live in the parish.
- there must be clearly presented evidence that local people support the project and are involved in carrying it out.
- applications do not have to be from groups that already exist.

3.4 The projects that are not eligible for funding are:

- Support for individuals or private business projects.
- Projects that are the prime responsibility of other statutory authorities.
- Projects that improve or benefit privately-owned land or property.
- Projects that have already been completed or will have been by the time the grant is made.

3.5 The council may make the award of any grant subject to all or some of the following conditions. Required conditions will be at the discretion of the council and should consider the organisation's individual circumstances.

- The application must be made using the official application form.
- Details must be provided of the extent to which funding has been sought or secured from other sources or own fund-raising activities.
- Funding must only be used for the purpose agreed with the parish council and if all the monies are not spent on the items agreed, the balance must be returned.
- Funding must be spent within the financial year awarded and cannot be added wholly or partly to the organisation's reserves.
- If project costs are more than anticipated on application, any shortfall must be met by the group.
- To fully understand your project or activity, parish councillors may wish to visit the project or activity prior to the project or activity commencing. They may also wish to conduct a site visit once the funded project is underway.
- As a minimum, the group will write to confirm receipt of the cheque for audit purposes, or as the cheque is handed over a representative of the group will sign a form or receipt at the same time.
- The need to provide evidence of expenditure (receipted invoices) to the Clerk to the Council on completion of project will be discretionary – based on the amount given and the purposes given (If required, this evidence of expenditure should be equal to, or more than, the total of the amount of the grant detailed on application.).
- Any unused funds at the end of the financial year in which the grant is paid out must be returned to Council.

- You must acknowledge the Parish Council's support in all publications, publicity, and annual reports.
- You should show the funding awarded separately in your published financial accounts and the Parish Council should have access to your financial records, on request, where appropriate.
- A representative of your organisation should give a report at the Annual Parish Meeting (held on an evening between March and May each year) on how the group spent the money and, if appropriate, how the group or project is progressing.

4 Financial Implications and Budget Provisions

4.1 The spending will be incurred under Section 137 of the Local Government Act (1972). The amount of money that can be spent under Section 137 is capped and is usually set annually in line with inflation. This means Councils cannot endlessly spend under this provision; they must be judicious about its use. The 23/24 limit is £9.93 per electorate. The Wexham Court has an electorate of 3,826, therefore, giving the maximum spending limit of £37,9992.18 per year, however, grants will range from £100-£500, hence we are budgeting for an expected spend of £10,000.

5 Policy Implications

5.1 None arising for this report; however, it is advisable the council adopt a Grant & Donations Policy as soon as it can do so.

6 Background Papers

6.1 None.

Further Information

Please contact: Adil Iftakhar – Clerk

Email: adil.iftakhar@wexhamcourtparishcouncil.gov.uk

Tel: 07803208556