



Grant Giving Policy

Purpose and objective

Highnam Parish Council (the Council) will consider the awarding of grants on its behalf and will make decisions (and may set conditions) in accordance with any measures it might feel are applicable to the awarding of that grant. Any decision whether to award a grant remains solely the responsibility of the Council.

Priorities for support

The amount of work or number of projects that can be supported by the Council is necessarily limited to the amount of funds that are available for distribution each year. The Council will determine the current priorities for funding as required or necessary. The priorities for support may be reviewed by the Finance, Audit and Governance Committee for approval by the Parish Council and may be changed depending upon current circumstances.

Principles applied in determining support

In awarding grants, the Council will apply the following principles;

- Priority will always be given to requests or applications from within the Parish of Highnam, but not necessarily limited as such, providing the grant is used solely for the benefit of the Parish and/or its residents.
- Each request or situation will be considered on its own merits.
- Where requests have been previously considered (whether successful or not) any due diligence undertaken to reach an earlier decision will be made available to the Council.
- The Council will carry out sufficient due diligence to ensure that the grant is for the benefit of the Parish of Highnam and/or its residents.

The Council will assure themselves that funds applied for are not to be used for:

- Money laundering in accordance with the current Money Laundering regulations;
- Terrorist financing in accordance with the Terrorist Act 2000;
- Bribery in accordance with the 2010 Bribery Act.
- Religious or Political Purposes.
- Any other use/activity deemed illegal under UK Legislation.

Administration

The Council should be conversant with the purpose of the proposed grant including an understanding of the work and the way in which the grant may be managed and applied. Where it is felt to be necessary, the Council would expect a written report setting out the progress or completion of the grant applied for.

Repayment

Where the grant is for a specified project or purpose, and in situations where that purpose does not proceed or where any grant or major part thereof remains unused, unused funds must be returned to the Council



Decision making

The decision of the Council on whether to award a grant is final.

Communications

The Council is not obliged to provide an explanation to applicants in the event that their application is not successful, but in the interests of transparency will endeavour to do so wherever possible.

Data Protection

Information relating to a grant application will be stored and subsequently disposed of in accordance with prevailing Data Protection legislation.

Date of policy: 01/11/2022

Approving committee: Highnam Parish Council

Date of committee meeting: 08/11/2022

Policy version reference: V1

Supersedes: New Policy

Policy effective from: 08/11/2022

Date for next review: 08/11/2023