



# WISBECH ST MARY PARISH COUNCIL

## GRANT POLICY

| Version | Created/Updated By | Date Approved                | Review Date |
|---------|--------------------|------------------------------|-------------|
| 1.0     | Lisa Delbecque     | 11 <sup>th</sup> August 2025 | August 2026 |
| 1.1     | Lisa Delbecque     | 8 <sup>th</sup> June 2026    | June 2029   |
|         |                    |                              |             |

## **Introduction**

Wisbech St Mary Parish Council has set aside a sum of money to donate to good causes in the parish as either a grant or a donation. The Parish Council is governed by rules set out in the Local Government Act 1972 (section 137) which states the money must be spent on purposes for the direct benefit of the parish and be commensurate with the expenditure incurred, for example, spending a large amount for the benefit of only one or two people is not acceptable. Contributions may be made to charities and bodies providing a public service on a non-profit making basis, but only in furtherance of their work in the United Kingdom. It is unlawful for a council to contribute to an individual or a charity or a public service body operating overseas. Contributions to UK charities and bodies providing a public service do not have to bring any direct benefit to the council's area or to its inhabitants. In their annual budget for 2026 / 2027 Wisbech St Mary Parish Council have set aside a sum of £20,000 for donations and grants.

## **Applications**

Wisbech St Mary Parish Council would welcome any applications: Applications will be accepted throughout the financial year from individuals (on behalf of a group) or not for profit community groups, or where the donation is to provide benefit to residents of Wisbech St Mary. UK charities and bodies providing a public service do not have to bring any direct benefit to the council's area or to its inhabitants

Wisbech St Mary Parish Council operates the following criteria in considering away application for a grant:

- Only one application for a grant in each financial year but under exceptional circumstances more than one application may be considered at the discretion of the council.
- A limit of £5000.00 per organisation will be applied, except for exceptional circumstances. This figure will be reviewed on an annual basis.
- The organisation must be non-profit making (and not an individual)

## **Procedure**

Applications will be accepted throughout the year by completing the parish council's grant application form and should be submitted to the Clerk of the Council with the information required. The application will be placed on the Parish Council agenda for consideration at its next meeting based on the information provided. All agenda papers are published and therefore any application will be in the public domain. The Clerk of the Council will inform the applicant of the Councils' decision and arrange payment if the application is successful or an explanation if the grant or donation was turned down. For successful applications:

- Wisbech St Mary Parish Council reserves the right to require repayment in the event of the outcome not being achieved.
- Grants are not made retrospectively
- The organisation must be one that, in some way, benefits the local community
- The organisation must demonstrate a clear need for financial support by providing a description of the project / activity for which a contribution is needed
- A set of audited accounts or suitable financial statement must be submitted to ensure there is a genuine need for a grant
- Organisations that have only recently set up and do not have audited accounts should provide a financial statement regarding their proposed budget instead.
- A report on how the money was spent should be submitted to Wisbech St Mary Parish Council with details of the outcome.

- Monitoring may take place.