



GRANT AWARDING POLICY

West Mersea Town Council recognises the importance of voluntary and community activities and their contributions to the wellbeing of its residents. The Council is committed to help support and strengthen the numerous community groups that work in West Mersea, to help make a real difference.

West Mersea Town Council has the authority to make grants under the Local Government Act 1972, S137. This allows the Council to spend limited amounts for which it considers 'is in the interest of and will bring direct benefit to their area or any part of it or all or some of its inhabitants'.

Every year West Mersea Town Council makes a provision in the annual budget for grants to help voluntary bodies, local organisations and clubs. The budget is limited for such grants.

The aim of this policy is to enable the council for make an informed and fair decision from the requests made and seek to ensure fair and equitable consideration to all applicants.

Guidance notes:

- The organisation or group must be in West Mersea, or if outside the boundary, its work should be of benefit to the residents of West Mersea.
- Each application will be reviewed on its own merits within the parameters of this policy.
- Grant applications cannot be made retrospectively.
- Applications will only be accepted from charitable or non-profit making organisations.
- Applications will not be considered from national organisations or local groups with access to funds from a national source or parent organisation.
- Where the Council deems is appropriate, organisations will be required to provide progress reports in respect of the grants awarded.
- Where the Council deems is appropriate, accounts, site visits or a copy of the organisations constitution may be requested.
- The Council may require the organisation to provide a written report of how the grant has been spent.
- Ongoing commitments to award grants and subsidies in future will not be made.
- The Council may take in to account the amount and frequency of awards in previous years.
- All applications must be in writing.
- All applications will be considered at full Council meetings.

If your request satisfies the criteria above, please submit your written application to the Town Clerk.

All applications should state the amount being requested and enclose quotes or the basis of calculations, where appropriate.

Reviewed and adopted: 27 September 2018. Minute reference: 18/172.

Updated: February 2019

Next review: September 2020