Grant Award Policy

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Policy Statement

Meriden Parish Council aims to improve the quality of life in Meriden through encouraging an active, healthy and safe community, a vibrant community centre and an attractive environment managed in a sustainable way. As such we are committed to supporting and strengthening networks and community groups that help to make a positive difference to Meriden.

The Parish Council is able to issue grants through the General Power of Competence (if held), or through a range of statutory relevant 'powers', including Section 137 (1) of the Local Government Act, 1972. Section 137 gives Council's the power 'to incur expenditure for purposes not otherwise authorised.'

Policy and Procedure

At the discretion of the Council, grants are awarded to community organisations which demonstrate a clear need for financial support and must have a specific benefit to residents of Meriden and comply with the Council's vision as below. Grant applications will be considered at full public Parish Council meetings.

The organisation applying for a grant must be 'not for profit' or charitable. Grants will not be made to individuals and would not normally exceed 50% of the cost of the project or activity.

Grants will not be made retrospectively and only one application for a grant will be considered from each organisation in any one financial year (April to March).

Meriden Parish Council will expect to be informed of requests for grants exceeding £500 by September of the financial year prior to the funds being required in order that budget provision can be considered.

Where an organisation requests a commitment of funds over a period of years an explanation of the reasons for medium term funding is required. The commitment to funding would not normally exceed four years. The Council may seek a meeting with the applicant to explore what the organisation is applying for and trying to achieve.

Organisations in receipt of a grant may be required to submit a report outlining how the money has been spent within six months of the award.

Meriden Parish Council must be credited in any publicity arising as a result of the award of a grant.

Process

The Grants budget will be set annually as part of the general budget setting process. Subject to funds being available, applications can be made throughout the year. Applicants will be required to complete an application form and return it to the Parish Clerk. Applicants will need to provide details of:

- Their aims and purpose
- Project or activity
- Proportion / number of beneficiaries living in the electoral area
- Demonstrate a clear need for funding

Organisations will be required to provide a copy of their constitution or identify the aims and objectives of their organisation focusing upon the benefit to Meriden residents. Annual accounts and/or bank statements will also need to be provided to demonstrate a financial need for the grant (refer to the grant application forms and associated documentation for further information).

All applicants will be contacted within two weeks of the Council's decision.

Grant application forms are available from the Clerk to Meriden Parish Council or the Parish Council website.