



## Yatton Parish Council

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*OUR MISSION: To ensure the provision of high quality services in our communities of Yatton and Claverham*

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### GRANT-AWARDING POLICY

**Adopted by Yatton Parish Council,  
11 October 2010, amended and re-adopted January 9 2017, 9 July 2018.**

1. Yatton Parish Council makes grants to organisations working for the benefit of the community in Yatton and Claverham.
2. Grants are made out of money provided by the council tax payers of Yatton and Claverham and accordingly the Parish Council has a responsibility to satisfy itself that grants will provide benefit to the local community. This policy sets out the requirements that must be satisfied before grant applications will be considered.
3. Grants will not be made to individuals or commercial organisations.
4. Grants will normally be made at a meeting in June or July and if necessary a meeting in October/November. Applications must be received two weeks before the meeting at which the grants are being reviewed by the Parish Council. Organisations that wish an application to be considered any other time of year must explain the reason why the application cannot be considered at the June or November meeting.
5. Grant applications must be made on the official application form. Applicants must set out how the community in Yatton and Claverham will benefit from the work funded by any grant. This is particularly important where an application is made by an organisation working regionally or nationally.
6. Applicants must set out any other funding they have been awarded or have applied for. Where the Parish Council is being asked to be the sole funder the applicant must explain the reason for this. Applicants are encouraged to submit applications to neighbouring parish councils.
7. Applications must be accompanied by a copy of the organisation's most recent accounts, and of its latest bank statement.

8. An organisation which has not previously applied to the Parish Council must submit a copy of its constitution.

9. Grant recipients should submit a report showing how the funding has been used by 1<sup>st</sup> March. Grant recipients are invited and their attendance would be welcomed to the Annual Parish Meeting (normally March or April). A written report for circulation, the mounting of a display or making a presentation maybe used to inform the community about the project for which the grant was provided.