

Pilton Parish Council

GFEL Donation Grant Awarding Policy

Introduction to Policy

A grant is any payment made by the Council to be used by an organisation for a specific purpose that will benefit the Parish, or residents of the Parish, and which is not directly controlled or administered by the Council. The Council awards grants, at its discretion, to Parish organisations which can demonstrate a clear need for financial support to benefit the Parish by:

- Providing a service
- Enhancing the quality of life
- Improving the environment
- Promoting the Parish of Pilton in a positive way

Grant Application Process

1. The Clerk to the council will receive all applications in the first instance. A designated Councillor or the Clerk will then collate all the necessary information from the applicant ready for presentation and discussion at the appropriate Council meeting.
2. Applicants will be required to complete an application form. All questions on the application form should be fully answered and additional appropriate information, which supports an application, should be provided.
3. In addition to the application form organisations will be required to provide the following supporting information:
 - a copy of their written constitution or details of their aims and purpose,
 - full details of the project or activity,
 - demonstration that the grant will be of benefit to the local community within the Parish,
 - the proportion or number of beneficiaries living in the electoral area,
 - demonstration of a clear need for the funding,
 - a copy of the previous year's accounts or, for unincorporated new initiatives, a detailed budget and business plan.
4. The Council will make the decision on which grants to award. Members of the public are, as always, welcome to attend Full Council meetings and will have the opportunity to contribute to the debate at the Chair's discretion. All applicants will be contacted following the Council's decision.

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5. The donation is a finite sum that covers some of the areas brought to light through the 2024 Parish Survey. The Council will seek to distribute the funds responsibly, fairly and transparently between the groups interested in applying.

Conditions of Funding

1. Parish Projects or Parish Organisations applying should have a user group of no less than 75% Pilton parish residents.
2. The funding must be used in support of the Parish and must not be used in any way against or to the detriment of Glastonbury Festival or Worthy Farm.
3. The funding must be spent on infrastructure or repairs to the benefit of the Pilton Parish community.
4. The organisation must be either non-profit or charitable. Applications will not be considered from private organisations operated as a business to make a profit or surplus.
5. Grants will not be made to individuals.
6. Grants will not be made retrospectively.
7. Applications will not normally be considered from national organisations or local groups with access to funds from national 'umbrella' or 'parent' organisations, unless funds are not available from their national bodies, or the funds available are inadequate for a specified project.
8. An organisation should have a bank account in its own name with two authorised representatives required to sign each cheque or that of an umbrella body that will receive the funds on their behalf.
9. The administration of and accounting for any grant shall be the responsibility of the recipient. All awards must be properly accounted for, and evidence of expenditure should be supplied to the Council as requested.
10. Only one application for a grant will normally be considered from each organisation at the Parish Council's discretion.
11. Ongoing commitments to award grants or subsidies in future years will not be made. A fresh application will be required each occasion.
12. Each application will be assessed on its own merits.
13. The Council may make the award of any grant or subsidy subject to such additional conditions and requirements as it considers appropriate. The Council reserves the right to refuse any grant application which it considers to be inappropriate or against the objectives of the Council.

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14. Any grant must only be used for the purpose for which it was awarded unless the written approval of the Council has been obtained for a change in use of the grant monies, and that any unspent portion of the grant must be returned to the Council by the end of the financial year in which it was awarded.
15. The Council may make the award of any grant or subsidy as it considers appropriate in the event of any unforeseen urgent event.
16. Nothing contained herein shall prevent the Council from exercising, at any time, its existing duty or power in respect of providing financial assistance or grants to local or national organisations under the provisions of the Local Government Act 1972, Section 137.

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