

Document Control

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Old Buckenham Parish Council



Old Buckenham Parish Council Grants Policy

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This Grants Policy was adopted by the council at its meeting held on 2nd October 2025.

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General

Old Buckenham Parish Council will consider, as part of its annual budget setting process, whether to include provision for making grants to local organisations and community groups. If such provision is made, the following will apply:-

Eligibility

The following criteria must be met for a group to be considered for a grant:

- The group must be a charity, voluntary or community organisation.
- The group must have its own bank account

Grants cannot be made:

- to individuals and businesses
- to fund political activities
- towards the fabric of religious buildings

Scope of grants

Groups applying for a grant must demonstrate a clear need for financial support to benefit the parish as a whole, or a significant number of parishioners by: ·

- providing a service.
- enhancing the quality of life;
- providing opportunities for recreation and community activities;
- improving the environment;
- promoting the parish of Old Buckenham in a positive way.

Application process

Applications must be made by completing the Grants Application Form and submitting it to the Parish Clerk by the published deadline.

Applicants are usually informed within two weeks of the meeting which considers the applications and grants are issued by cheque the following April.

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Conditions

A grant must only be used for the purpose for which it was awarded.

Any unspent portion of the grant must be returned to the council by the end of the financial year in which it was awarded except where, by agreement of the council, the monies may be carried over to the following financial year.

By accepting a grant from the Parish Council, groups agree to supply monitoring data to the parish council upon request.

Acknowledgement of the council's support must be given in any publicity/printed material regarding the project.

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