

GRANTS POLICY

PONTYPOOL COMMUNITY COUNCIL **GRANTS POLICY**

1. GENERAL POLICY STATEMENT

The Council is empowered to distribute grants under

- s.137 of the Local Government Act 1972,¹
- Power of Well Being, s, 2 Local Government Act 2000 and s, 126 Local Government (Wales) Measure 2011²
- Other powers, including the Local Government (Miscellaneous Provisions) Act 1976.³
- It is unlawful to award grants to individuals under s.137 but may be given under the Power of Well Being.. All applications for funding must conform to legislation.

2. LIMITATIONS

The Welsh Assembly reserved powers to impose limitations on the power of well being and this is effectively the amount that can be spent under this power which is limited to the same criteria used to calculate the amount that can be spent under s.137⁴

¹ A local authority may incur expenditure which in the members' opinion will "be in the interests of, and will bring direct benefit to, some or all of the inhabitants" It cannot therefore be given to an individual.

The Local Government and Housing Act 1989, Schedule 2 amended this power to state that the benefit obtained must be commensurate with the expenditure incurred. The Council must therefore consider whether the expenditure is reasonable in relation to the benefit derived therefrom.

s.137 also enables the Council to give grants to National Charities. and contribute to public appeals made by Mayors and Chairs of Principal Authorities

² The power of well being enables councils to do anything that is aimed at promoting and improving the environmental, economic or social well being of its area.

A Council can therefore incur expenditure; give money to any person;; work with other persons and organisations to achieve the aims of well being and provide staffing and related services. It gives local authorities a wider discretionary power to develop community leadership role and deliver better and more responsive services.

³ S.19 of this Act enables a Council to spend money to promote and provide recreational facilities and give grants to organisations providing such facilities..

⁴ The amount for 2016-2017 is £7.42 x the number of electors in a council area.

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3. LOCAL VOLUNTARY FUNDING

- a) £2,500 is allocated in 2016-2017 to each member ⁵
- b) All requests from organisations within the Pontypool area will be directed to the local member(s) who will also be notified by the office. It will be at the member's discretion if that organisation receives an award.
- c) Members may give LVF grants to organisations outside of their ward but within Pontypool.
- d) Applications from organisations based outside of Pontypool but with membership consisting of persons from Pontypool will be considered by the Policy and Finance Committee.
- e) The member(s) must submit an application for the grant request on the most recent local voluntary funding (LVF) form dated 2015-2016
- f) Members must verify that appropriate safeguarding measures are in place if young or vulnerable people are involved with the organisation.
- g) The maximum that an individual Councillor may award is £500 [but see 9 a) below].
- h) The maximum that may be awarded in any year to an organisation is £500. [but see 9a) below]
- i) Members will have to declare a personal interest in any organisation with which he/she is involved but not a prejudicial interest if the grant is less than £500.⁶
- j) Applications to spend their LVF on projects in their community are not constricted by the £500 limit.
- k) Only ONE application per member may be submitted for an organisation each year but members may combine their allocation

⁵ Refer Appendices 1A and 1B for application forms.

⁶ A Community Councillor will not be regarded as having a prejudicial interest where the business relates to his/her role as a community councillor "in relation to a grant, loan or other form of financial assistance made by the community council to community or voluntary organisations up to a maximum of £500." (s.12(c) Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016)

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- l) Member(s) should check with the Clerk if there are any concerns as to the lawfulness of the grant.
- m) All LVF forms will be considered at the Policy and Finance committee which has plenary powers to confirm the award.
- n) Exceptionally they may be considered by full Council if there is not a Policy and Finance committee in that particular month.
- o) If the member's allocation is not used in a year, the member must inform the Accountant if it is to be reserved for a project; otherwise the money will return to the general reserve,
- p) The final meeting at which LVF can be considered in a year is the February Policy and Finance committee.
- q) Statements of grants made and balances remaining will be sent out to members regularly throughout the year.

4. REQUESTS FROM ORGANISATIONS NOT SPECIFIC TO WARDS

- a) These will be referred to the member in whose ward the organisation meets.
- b) Where a request is made for a grant from an organisation that spreads all across Pontypool (such as a Regional group, the letter may be sent to all members and it is at each member's discretion if he/she wishes to support it. Thus this will still be a LVF grant.
- c) Grants awarded outside of LVF will come from the £5,000 grants allocation. (2016-2017)

5. REQUESTS FROM LOCAL AND NATIONAL CHARITIES

- a) £5,000 has been allocated in the budget for these organisations in 2016-2017 .
- b) Requests from local and national charities will be considered as received throughout the year but to fit in with dates of Presentation Evenings; Members will be informed at each meeting the amount of money available in the budget.
- c) These organisations will not be required to complete an application form for finance but will be recorded in the system

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- d) Amounts to be distributed will be at the Council's discretion
- e) The guidelines for the amounts to be allocated shall be as follows:
 - (i) Organisations within the United Kingdom to be awarded grants of up to £75;
 - (ii) Organisations within Wales to be awarded grants of up to £100;
 - (iii) Applications from locally based sections of national organisations to be considered on their merits.

6. COMMUNITY HALLS/CENTRES

- a) A sum of £6,400 has been allocated in the budget for 2016-2017 for Community Halls and other similar facilities towards housekeeping expenses.
- b) Application forms will be sent to the Halls/Centres in April/May each year to be returned by the end of June. ⁷ As from 2017 reminders will not be sent out and if an application form has not been received a award to that organisation will not be considered.
- c) Applications will be considered annually by the Council in July and will be distributed at the Presentation Evening in September.

7. SPONSORSHIP OF TEAMS

- a) This will be confirmed annually by the Council in March and awarded at the Presentation Evening in June,
- b) The policy for the awarding of this sponsorship will be reviewed annually.
- c) Up to 4 teams will be awarded the grant.
- d) Evidence of what the grant has been used for is to be provided to the council.

8. GROUNDS MAINTENANCE GRANTS

- a) An allocation will be made in the budget for grants to sporting groups responsible for grounds maintenance

⁷ Refer Appendices 2A and 2B

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- b) It is the responsibility of groups/teams to request and submit an application form by the end of March for consideration at the April Policy and Finance committee. (a form will be drafted, and for the first year only will be sent out). There will be no reminders. (Exceptionally in 2017 these will be considered at the June Policy and Finance committee meeting and the Presentation Evening will be held in July)

9. **SCHOOL ENVIRONMENTAL GRANTS**

- a) All secondary and primary schools in Pontypool will be invited annually to apply for an Environmental Grant
- b) They will be judged as per the criteria.⁸
- c) The grants will be awarded at the September Presentation Evening,

10. **CORE FUNDING GRANTS**

- a) At its budget meeting each year, the Council will allocate sums of money for core funding of certain organisations.
- b) When awarded that grant in 2016, these organisations will be informed that from 2017 onwards it is their responsibility to apply to the Community Council for funding by the end of May. Reminders will not be sent out.
- c) The grants will be considered at the June Policy and Finance committee
- d) Any grants made will be awarded at the next Presentation evening after consideration of the grants.

11. **PRESENTATION EVENINGS**

- a) There will be two Presentation Evenings per year to be held in June/July and September/October
- b) One of these will be at a venue selected by the Chair of the Council; the second will be taken from the rota.
- c) In addition to the grants listed above, testimonials will also be awarded at the September Presentation Evening and will be considered prior to this at the Council's July meeting.

⁸ Refer Appendix 3

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12. GENERAL POINTS

- a) In exceptional circumstances grant applications may be considered by the Council and in all cases if a member wishes to allocate more than £500 to one organisation.
- b) The Council may vary this policy for special occasions and budget accordingly
- c) All references to the Council shall mean the Policy and Finance Committee and will need to be approved by Council unless delegated powers are given to the Committee, such as in the case of confirmation of Local Voluntary Funding requests.
- d) This policy will be reviewed in June 2017 and amended accordingly if it does not appear to be working as intended.