

Committee	COUNCIL MEETING
Date	19 July 2021
Agenda Item	13

Grant applications

Grant awarding policy and procedure

Section 137 of the Local Government Act 1972 allows local authorities, including Parish Councils, to incur expenditure which will bring direct benefit to their area or any part of it, or to all or some of its inhabitants.

The Town Council has the power to award a grant to an organisation for a specific purpose which will benefit the town and its residents. At its annual budgeting meeting, it will decide on the amount to be set aside to award as grants to deserving organisations. At its budgeting meeting in 2020, the council decided to award an amount of £4000 in 2021, as it had been unable to award grants in 2020. The organisation to which this award is made should not be directly administered by the Council, and it should be able to demonstrate a clear financial need. The grant must be in the interests of the area and its inhabitants, and should be commensurate with expenditure. It must provide a service, improve the environment or have some other positive impact on the people of Halstead.

Such grants cannot be awarded to:

- Private individuals
- Commercial organisations
- Purposes for which another local or central government department must provide
- Upward funders, where local fundraising goes to a central HQ for redistribution
- Political parties
- Religious organisations, unless for a purpose which does not discriminate on grounds of belief

This list is not exhaustive and may be added to at the Council's discretion.

Only one application for a grant can be made by any one organisation in any one financial year. A grant awarded in one year cannot be assumed to continue into the next financial year, and must be reapplied for each year. Nor can a grant be made retrospectively.

Applications received

Organisation	Amount requested	purpose
Halstead Day Centre	£500	To cover the cost of transport to bring members to and from the Daycentre. The safety of the ambulances is checked every 10 weeks and there is also an MOT

		to pay for each year on each vehicle.
Halstead & District Local History Society	£500 (total cost of project £750)	In the last 6 months the HDLHS has been given a donation of a photographic archive from Halstead Town Football Club, and also photos from Halstead Secondary School and other associated documents. These need to be stored in museum quality folders and binders and the grant would be used towards the cost of purchasing these.
5 th Halstead Trinity Guides, Brownies and Rainbows	£500 (total cost £540)	To help pay the yearly hall rent for running these services. As no face-to-face meetings were possible in 2020, there was no income.
Halstead Rotary Club	£350 (total cost £650)	To provide a small gift to every member of care home staff in Halstead, Earls Colne and Sible Hedingham, to mark appreciation of their work in the pandemic and the 73 rd anniversary of the founding of the NHS.
Halstead Community Fridge	£500 (total cost £800)	The fridge was set up 3 years ago and has grown enormously. It receives food donations from supermarkets in Halstead, Sudbury, Colchester and Braintree. The food is appreciated by many Halstead residents. The fridge is unlikely to last for many years due to the constant opening/closing/foraging through the food in it. The charity has very little money and not enough to buy another fridge when the need arises.

A working group meeting consisting of Cllrs Claydon and Warren and the Town Clerk, conducted a preliminary assessment of the applications on 8/7/21. (Cllr Hume was unwell and unable to attend). The working group felt that the number of applications had been limited in 2021, because many organisations are not yet fully up and running. They also felt that the policy of awarding grants at a particular date in the year should be maintained, but that a similar amount should be allocated in 22/23, in order to allow other organisations to apply when functioning fully.

Their recommendations are as follows:

Organisation	Amount proposed	purpose
Halstead Day Centre	£500	To fund transport costs.
Halstead & District Local History Society	£500	To purchase storage materials
5 th Halstead Trinity Guides, Brownies and Rainbows	£540	To pay hall rent
Halstead Rotary Club	£350	To show appreciation to care home staff.
Halstead Community Fridge	£500	To provide funds for maintenance and to go towards the purchase of the next fridge.

Recommendation:

1. That the Council agrees to distribute funding as per the decisions taken by the working group.
2. That the Council recommends allocating £4000 to grants again in the 22/23 budget



Sarah Greatorex Town Clerk