



## APPLICATION FOR A GRANT FROM MORETONHAMPSTEAD PARISH COUNCIL 2019/20

Including Section 137 of the Local Government Act 1972

### Introduction

Organisations based in the parish and which provide services which enhance the economic, social or cultural well-being of the community of Moretonhampstead are invited to apply for a grant to the Parish Council using the form below.

Applications will be considered twice a year with deadlines for completed forms to be returned to the Council office by midnight 28<sup>th</sup> February 2021 and 31<sup>st</sup> July 2021 in hardcopy or by email.

### What can the grant be used for?

Grants can be used for any purpose which the Parish Council, in its opinion, is in the interests of or will directly benefit the area or its inhabitants.

### How much money can we apply for?

There is no set limit but the Council's budget is very limited; typically amounts in the past have ranged from between £100 and £1500.

### When will the grant be paid?

February grant applications, if approved, will be paid in May 2021 and those in July in October 2021.

### How will the grant be monitored?

Details will be provided to successful bidders

### Important notes:

- (1) The Parish Council is not primarily a grant awarding body. In recent years however it has made grants available to organisations working for the benefit of the community of Moretonhampstead. These grants are made from limited funds and are intended to cover the cost (or part cost) of funding for specific projects which the applicant may not otherwise be able to meet. They are **not** intended to cover recurring costs of a general nature.
- (2) Applicants should ensure that they meet the criteria set out above **before** submitting an application. Further, no assumption of an award should be made in preparing annual budgets before a grant is awarded.
- (3) A statement of accounts, a current balance sheet and minutes of the last AGM **must** be attached to all applications unless there are extenuating circumstances.
- (4) Potential applicants requiring advice prior to submitting an application may get in touch with Samantha Parkin, Parish Clerk by phone (01647 440041) or e-mail (clerk20@moretonhampstead-pc.gov.uk).

- (5) Small discretionary grants are also made by County Council and District Council representatives – contact details available from the Clerk (see above).

## GRANT APPLICATION 2020/21

Name of organisation .....		
Address.....		
.....		
Post code.....	Telephone	.....
Name & address of Representative.....		
.....		
Postcode.....	Telephone	.....

### **Nature of Project:**

*Please describe what you propose to do, who will carry out the work and what the community benefits will be*

Please continue on separate sheet if necessary.

### **Budget**

*Please list all the proposed expenditure including that from your own reserves and other funding sources*

Have you received any grants from the Parish Council within the last five years? If so please indicate the date, amount and purpose of the awards.

Date	Amount	Purpose
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**Bank Details**

Bank Account Name: .....

Account Number: .....

Sort Code: .....

I hereby apply for a grant from Moretonhampstead Parish Council and attach:

- Minutes of our last AGM
- A current balance sheet
- Full accounts for the financial year .....

NOTE – if unable to supply any of the above please explain why on a separate page

Signed .....

Name (print).....

Position in Organisation .....

Date .....

Please complete and return to Samantha Parkin, Clerk, Moretonhampstead Parish Council, Green Hill, Fore Street, Moretonhampstead, TQ13 8LL or email: [clerk20@moretonhampstead-pc.gov.uk](mailto:clerk20@moretonhampstead-pc.gov.uk) by midnight on either 28<sup>th</sup> February or 31<sup>st</sup> July.

## Moretonhampstead Parish Council

Green Hill, Fore Street

T 01647 440041

Moretonhampstead

E [clerk20@moretonhampstead-pc.gov.uk](mailto:clerk20@moretonhampstead-pc.gov.uk)

Devon TQ13 8LL

W [www.visitmoretonhampstead.co.uk](http://www.visitmoretonhampstead.co.uk)

Chairman: Councillor Vivienne Hodges | Locum Clerk: Mrs Samantha Parkin