



WEST MALLING PARISH COUNCIL

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SECTION 137 GRANT POLICY

Under Section 137 of the Local Government Act 1972, West Malling Parish Council (the Council) has discretionary powers to award grants to local groups or organisations for “purposes, which may bring a direct benefit to the area or any part of it for some or all the inhabitants”. Please note that a donation cannot be awarded to an individual.

The total annual amount available to a Parish for this purpose is prescribed by Government. The Clerk shall keep the Council informed of the current annual S137 limit.

WMPC's Application Policy

Applications for grants may be made at any time throughout the year.

They shall not be considered unless the requests are provided in writing stating clearly the amount required and the purpose of the grant.

Applications for grants can only be considered from organisations whose work will benefit the Parish and its residents. Organisations will be asked to verify that they provide a benefit to some residents of West Malling, without breaching confidentiality.

Priority is given to locally-based (preferably) West Malling-based organisations

Applications for retrospective grants, where a project has already been completed, will not be considered.

The Council will normally only consider one grant application per organisation per financial year.

Organisations are required to produce a copy of their last audited accounts.

Where the grant is used to fund equipment for an organisation, the Council requires that it be insured and maintained at the expense of the user. The Parish Council will ask to see evidence of insurance.

Applications will not be considered from:

Individuals.

A political party.

Private organisations operated as a business. “Upward funders” i.e. local groups where fund-raising is sent to a central HQ for redistribution.

Consideration of applications:

A grant request, once received in writing, will be considered at the next meeting of the Finance and General Purposes Committee which will make a recommendation to Full Council; the decision will be minuted formally, with an indication that any payment agreed is authorised under Section 137 of the Local Government Act 1972.

The Clerk will inform the organisation of the outcome of the application.

Adopted 4th April 2022

Minute number 22/194

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