

## **GRANTS POLICY**

- The Parish Council will consider applications for funding grants from local voluntary groups and charitable organisations. The Council sets its budget in January of each year for the following year therefore applications should be submitted to the clerk in November of the previous year.
- Council will consider any urgent applications during the course of a year only if absolutely necessary.
- All applications must be on the Council's Grant Application Form which can be obtained from the clerk (martleypc@btinternet.com)
- When the application is considered the meeting will be open to the press and public.
- When considering the grant application the council should take advice from the Responsible Financial Officer re the affordability of the grant.
- The council will expect the applying organisation to support its application for funding by providing details of their financial accounts, AGM minutes and a copy of its constitution.
- The decision of the Council will be issued to the voluntary group by the Clerk.
- If a press release is required this will be handled by the Clerk.
- A decision will be reached and notified to the voluntary group within 30 working days.