

**Section 137 Grant Awarding  
Policy  
For  
Wainfleet All Saints  
Town Council**

**Reviewed – Updated July 2018  
Next Review Date May 2020**

# Wainfleet All Saints Town Council

## SECTION 137 GRANT AWARDING POLICY

### Introduction

Section 137 of the Local Government Act 1972 provides that:

“A Local authority may, subject to the provisions of this section, incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants.

The expenditure must bring some direct benefit to the area or part of it, or to some or all of the inhabitants. This means that it must be possible to point to some way in which, in the broadest sense, the area or its inhabitants will be better off as a result of the expenditure.

Direct benefit must be commensurate with the expenditure involved. It is for the council, acting reasonably, to judge whether this test is met, but they need to consider whether the expenditure is reasonable in relation to the degree of direct benefit that it will produce. Section 137 cannot be spent on an individual.”

### Eligibility Criteria

1. Grants will only be approved if direct benefit to the population we serve can be demonstrated.
2. Grants cannot be made retrospectively and application must be made in advance of the project commencing.
3. Awards may be for start-up initiatives for new organisations/projects as well as grants for existing organisations.
4. Grant applications must not be for:
  - a. An individual
  - b. A religious purpose
  - c. A political purpose
  - d. A race-related purpose
  - e. A private organisation operated as a business to make a profit or surplus
5. The organisation will normally be expected to have clearly written aims and objectives, a written constitution and membership rules, copies of which should be submitted as part of the application. Any organisation working or in contact with children should also enclose a copy of their Child Protection Policy.
6. An organisation must demonstrate that it is properly managed and able to run its financial affairs responsibly - where a full set of annual accounts is not available (i.e. for start-up initiatives), an adequately detailed budget and business/project plan must be provided.
7. The organisation is required to have a bank account in its own name with a minimum of two authorised and unrelated representatives required to sign each cheque.
8. Only one grant application will be considered from each organisation in any one financial year.
9. Ongoing commitments to award grants in future years will not be made. A fresh application will be required each year.
10. Each application will be assessed on its own merits.

### Application process

1. Requests must be made by completing the application form, and sending together with all required documentation to the Town clerk.
2. Ad-hoc requests may be made and can include letters requesting support.
3. Applications will be reviewed annually in May. All applications should be received by 31<sup>st</sup> March.

### Decision process

1. Decisions will be made by the Wainfleet All Saints Town Council. Councillors may wish to visit your organisation to discuss the application further prior to the project starting, and/or when the project is underway.
2. The Council's decision is final and the Town Council may decide not to enter into any further correspondence on the matter.
3. If the Council is unable to offer support they may choose to offer space on the notice boards to place an article to advertise the project.

Adopted by Wainfleet All Saints Town Council

Signed ..... Mayor/Chairman

Signed ..... Clerk

Date.....

# Wainfleet All Saints Town Council

## APPLICATION FOR S. 137 GRANT AID

Wainfleet All Saints Town Council is empowered under Section 137 of the Local Government Act 1972 to incur expenditure which in the opinion of the Council is in the interests of the parish, or any part of it, or is in the interest for all or some of its inhabitants.

Name of organisation	
Name of person making application	
Address	
Contact telephone number	
Email address	
Details of the project Continue on a separate sheet if necessary	
Overall cost of the project	
Amount sought	
Details of any other own or external funding	
Demonstrate clearly how the grant will help	
Detail how many people of Wainfleet will benefit	
Any other additional information that supports the application Continue on a separate sheet if necessary	

To support your application, please supply the following:

- A copy of your constitution and, if appropriate, membership rules.
- A copy of your organisation's audited accounts or accounts that have been examined by a suitably qualified person (or in the case of a newly formed organisation, a detailed budget and business plan).
- A copy of your Child Protection Policy (if applicable).

**Please return the completed form to:**

Mrs S Simmons, 53 High Street, Wainfleet All Saints, Lincs, PE24 4BZ  
 T. 01754 228440 e. [wastc@btinternet.com](mailto:wastc@btinternet.com) w. <http://parishes.lincolnshire.gov.uk/WainfleetAllSaints>