



GRANTS AND DONATIONS POLICY (Section 137 (1) LGA 1072)

Adopted by Council on 9 September 2014

Re-confirmed on 16 August 2021

Reviewed 28 September 2022

Reviewed 11 September 2023

Reviewed 9 September 2024

Reviewed 8 September 2025

Reviewed 14 September 2026



Owslebury and Morestead Parish Council has £2,000.00 in the budget for the award of grants and donations to provide support to community organisations for the year 2026/27. The Council will consider applications for grants from voluntary groups or charitable organisations, which are not-for-profit, and which can demonstrate that any funding received will directly benefit the Parish, or residents of the Parish. Grants can only be awarded by resolution of the Council, which depends on the availability of funds and the suitability of the application.

Grants requested must not be for more than £500.00 from our grants budget for any application. The Council reserves the right to award less than the amount requested

Grant applications will be dealt with by the Full Council.

Eligibility:

Unless otherwise determined by the Council:

1. Grants or donations will only be awarded to voluntary groups or charitable organisations with governance procedures acceptable to the Council. Under no circumstances will grants or donations be awarded to individuals.
2. Applications from regional or national organisations must demonstrate a clear and direct benefit to residents of Owslebury and Morestead .
3. Additional applications within a 12 month period will not normally be considered. Exceptions may be made only in exceptional circumstances and must be justified in the council's resolution. Grants will only be awarded to voluntary groups or charitable organisations that have a bank account

Conditions:

Unless otherwise agreed by the Council, the following conditions will apply to all grants and donations:

1. The grant or donation must be used for the purpose for which the application was made.
2. If the organisation/group is unable to use the grant or donation for the stated purpose, all monies must be returned to the Parish Council.
3. All awards must be properly accounted for and, if requested by the Clerk, evidence of expenditure must be provided. If the Council is not satisfied with the arrangements, the grant/donation must be refunded to the Council without undue delay.
4. The organisation must notify the Clerk when the grant has been fully spent and provide evidence if requested.

Applications:

Applications should be made in writing to the Clerk, using the form below giving details of the charitable organisation or voluntary group, full details of the request and how a grant or donation would benefit local residents, and confirming acceptance of the above grant or donation conditions.

Applications will be considered at the next meeting after the application has been received.

Successful applications:

A grant award must only be used for the purpose stated on the application. If the organisation is unable to use the money, or any part of it, for the purpose stated, then all monies, or unexpended part of such monies, must be returned to the Parish Council.



The Parish Council may request proof of expenditure and reserve the right to call for accounts from specific organisations requesting a grant. The Parish Council may request a report from the applicant on the benefits achieved as a result of the grant.

Grants must be spent within 1 year of award. Any unspent monies left after this time must be returned.

Recognition of the grant from Owslebury and Morestead Parish Council must be made in any publicity.

Aims of the Councils Grant Policy

Owslebury and Morestead Parish Council provides grant funding to support the following aims:

- To enable local people to participate in voluntary groups and activities.
- To help the parishes' voluntary groups to improve their effectiveness.
- To ensure the provision of services, needed by the residents, via the voluntary sector.
- To support organisations which meet the needs of people experiencing social and economic difficulties.
- To ensure that there is equality of access and opportunity for all parishioners of Owslebury and Morestead to the services it provides and funds.
- To improve or enhance the local environment.
- To give local people a role in spending Parish funds and achieving value for money.
- To ensure that public funds are used lawfully, transparently, and in accordance with the Parish Council's Financial Regulations



Grant Application Form

Please complete this form and attach the relevant information and send to:
Owslebury Parish Council, PO BOX 783, Winchester, Hampshire, SO23 3RD
Or email: clerk@owslebury-pc.gov.uk

Name and Address of Organisation	
Name and Position of Contact	
Contact Details including Email address and Telephone Number	
Is your organisation a voluntary organisation	Yes / No
Is your organisation a Registered Charity? If yes, please provide your Charity Number.	Yes / No
Does your organisation work SOLELY for the benefit of the people of Owslebury? • If yes, how many Owslebury residents benefit on a regular basis from your organisation? • If no, please specify the geographical area that you provide for, and the number of people in Owslebury that regularly benefit from your organisation. • Please provide any additional evidence to support your application to allow your application to be considered and to avoid any delays	
Amount of Grant Requested	£
For what purpose or project is the grant requested?	
What is the total cost of the Project	£
Have any grants been requested from other sources for this project?	
If yes, what is the amount of other grants?	£
When are the funds required?	
Please provide the bank account number and sort code so that approved funds can be transferred	Account No Sort Code

I have read and understand the Owslebury Parish Councils Grants Policy and if a grant is awarded the organisation agrees to abide by the conditions outlined.

Signed.....Date.....