

1. General Information

- 1.1. Grants are primarily funded through the precept. Each year Cheddar Parish Council, the Council, will set a grants budget and grant applications are therefore considered within the financial constraints of the Council. The maximum grant to any one organisation will be no more than £1,000 in any financial year.

2. Eligibility

- 2.1. Any Registered Charity, Voluntary Group, Community Organisation or agency that operate within the parish and are of benefit to the local community, with the following provisos:
- 2.2. Groups or organisation must have a bank account and constitution.
- 2.3. The Council will not fund activities that it considers to be the responsibility of a statutory authority, or which should be provided by statutory funding.
- 2.4. Grants will not be awarded for an organisation's running costs, including salary or administration costs.
- 2.5. Applicants whose general reserves are in excess of 1 years running costs will not be considered.
- 2.6. The Council will not usually be able to consider applications from schools for an activity that takes place within the school day (this is the responsibility of the statutory authority or MAT) though there may be instances where the parish council can consider grants from organisations associated with the school and where there is a wider benefit beyond education alone.
- 2.7. To qualify for an award the applicant must be able to demonstrate that any funding from the council will benefit the parish, or residents of the parish.
- 2.8. Organisations with a closed or restricted membership or party-political links will not be eligible.
- 2.9. Applications to cover costs that have already been incurred will not be considered.
- 2.10. The Council cannot fund activities outside its legally defined powers and functions.
- 2.11. Funding previously received by the applicant from the Council may be taken into consideration.

3. What you can apply for

- 3.1. Grants are normally awarded for a specific purpose. This is intended to be for an event, activity or project that will be completed in less than 12 months from the date the grant is awarded.
- 3.2. The Council specifically welcomes applications where other sources of funding have been identified. These may be from an organisations own reserves, grants from other bodies, or

targeted fundraising. Where your project benefits other towns or parishes we would expect to see evidence of applications to those town or parish councils.

- 3.3. Where a project is dependent on other funding, the council may delay the awarding of an approved grant until remaining funds have been secured or there are sufficient funds to allow an agreed part of the project to complete.
- 3.4. The Council wants to fund projects that benefit the local community. Whilst not exhaustive applicants should demonstrate projects in the following priority areas:
- 3.5. Rural Areas
 - Promotion of community development and self help
 - Help in meeting gaps in existing services and provision
 - Help to develop new initiatives
 - Support for the rural heritage
- 3.6. Community Facilities
 - Projects that improve access to community service for the disabled
- 3.7. Community Activities
 - Developing new opportunities for people to be involved in the community
 - Developing projects that provide activities for local people. This could be through targeting specific age groups such as young people or older people
- 3.8. Environmental
 - Projects that mitigate the effects of climate change
 - Projects that demonstrate a positive impact on biodiversity
- 3.9. Crime Reduction
 - Projects that reduce crime or fear of crime within the parish

4. Guidelines

- 4.1. Applications may be submitted at any time but will not normally be considered after the advertised deadline.
- 4.2. Additional applications within a 12-month period will not normally be considered.
- 4.3. Extended grants i.e. grants that run over a period of more than one year will not normally be considered.
- 4.4. All grant applications must be in writing in the form of a fully completed application form and supporting evidence, as stated in the application form, and sent to the Clerk.
- 4.5. The applicant is welcome to attend the meeting at which the application is to be considered and at the chairman's discretion may address the councillors to give background and further information for a maximum period of three minutes.

5. Conditions

- 5.1. The award must be used for the purpose for which the application was made.

- 5.2. The recipient must acknowledge the Council's support in any publicity material.
- 5.3. Upon completion of the project, any unused funds should be returned to the Council.
- 5.4. If the applicant is unable to use the award for the stated purpose, all monies must be returned to the Council.
- 5.5. All grant recipients must use monies by the end of the financial year it was granted.
- 5.6. Grant recipients will be required to provide evidence of how the grant was used. Recipients are expected to submit a written report and deliver a short (5 minute) presentation about the project at the Annual Parish Meeting in April. The report will be liable for inspection by the general public under the provision of Section 228 of the Local Government Act 1972 (as amended). If no report is provided, is incomplete or does not satisfactorily set out how the money has been spent, the Council reserve the right to request a refund of monies awarded.
- 5.7. Funds and support are provided on the basis that the Council is not held responsible for any liabilities resulting from how the funds or support are used and is indemnified by the applicant for any such liabilities.
- 5.8. Copies of paid invoices and relevant financial statements may be required for audit purposes.

6. Deadline for applications

- 6.1. All grant applications must be submitted by 1st May 2026 for consideration.

For further information please contact the Clerk, Cheddar Parish Council, Church Street, Cheddar BS27 3RA or Tel: 01934 743217 or email clerk@CheddarParishCouncil.gov.uk

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