



Hail Weston Parish Council Donations Policy

This Policy was adopted by Hail Weston Parish Council at its meeting on 21st October 2014 and reviewed annually thereafter /d 17.5.16

Introduction

Hail Weston Parish Council (HWPC) receives requests from third parties for donations on an ongoing basis. Whilst there may be powers under which HWPC may donate e.g. Local Government Act 1972 s 142(2A) in respect to the Citizens Advice Bureau, normally the power to donate is contained in the Local Government Act 1972 s 137. Section 137 allows a local authority to spend a limited amount on activities for which it has no specific power, but which the authority considers 'will bring direct benefit to the area or any part of it or all of some of its inhabitants'. The Local Government and Housing Act 1989 added the requirement that the benefit obtained should be commensurate with the expenditure incurred.

As HWPC are receiving an increasing number of donation requests throughout the year it is necessary to implement policy guidelines to follow when deciding upon making a grant. This document sets out the policy adopted by HWPC.

Policy Statement

It is the policy of HWPC that where charitable organisations, supported by local people, can provide facilities and services for the community, they may be supported financially in so doing. The Council will earmark a sum within each annual budget to be used at the sole discretion of the Council in furtherance of this policy.

Conditions of donation

1. All requests must promote the direct benefit and well being of Hail Weston residents or the fabric of the parish.
2. Applicants must complete the attached application form and return it to the council
3. Requests will not be considered from
 - individuals, non-charitable bodies outside of Hail Weston Parish or for work unrelated to Hail Weston.
 - charitable bodies that have not provided benefit within/for Hail Weston within the preceding 12 months, if it is the considered opinion of HWPC that there is no reasonable expectation that any benefit within/for Hail Weston is likely to be gained within the following 12 months.
 - bodies from other areas of the UK unless the service they provide significantly benefits the parish or its residents.
 - Disaster relief abroad
4. Requests are to be for a single donation in any financial year and must be received by 31st December to be considered for HWPC's new financial year which begins on 1 April in the following year.
5. Where assistance /donation worth £100 or more is given to a voluntary / charitable body, the body must be required within twelve months to state in writing the use to which the money (or other help) has been put. LGA 1972 S137A

6. Equipment / property purchased with the grant are considered to be on loan and remain the property of the parish council for use by the parish should the organisation fail or close down.

6. The decision of HWPC is final.

Procedure

1. All donation requests from **organisations within the parish of Hail Weston**, whilst meeting the conditions above, will be considered at the next HWPC meeting after receipt by the Clerk. If successful in securing a donation this will be paid by cheque immediately following the meeting.

2. All donation requests from **organisations outside the parish** will be considered at the April council meeting. No donations will be made at other times except at the sole discretion of HWPC.

3. At the HWPC meeting in April the Council will first consider the financial position of the Parish and the budget available for donations.

4. The Council will decide which requests are to be refused.

5. Of those donation requests considered favourably, HWPC will decide the level of support it is able to make in each case. The amount requested notified by the applicant will be used as a guide only. Applicants who are able to demonstrate the greatest benefit within/for Hail Weston as a proportion of their activity will be considered more favourably than those for whom such activity is marginal.

APPLICATION FOR A DONATION FROM HAIL WESTON PARISH COUNCIL

Date:

Organisation Name:

Registered Charity Number (if applicable):

Address:

Email:

Telephone:

Contact Name:

Amount requested:

Purpose:

Please explain the direct benefit to Hail Weston as a Parish of any activity of your organisation within last 12 months including the number of Hail Weston residents who have benefitted from this work:

The proportion of overall activity that the work within / for Hail Weston represents in percentage terms of the applicant's work:

Other relevant information in support of application:

Send application to: Mrs J Abell, Parish Clerk
Hail Weston Parish Council, 5 Orchard Close, Hail Weston, St Neots,
Cambridgeshire, PE19 5LF
Email clerk@hailweston.org.uk Telephone 01480 215880