

Brundall Parish Council

Grants Awarding Policy

A sum of money awarded to an organisation in anticipation of it being used for an agreed purpose.

1. Terms of reference:

Brundall Parish Council will consider applications for grants from voluntary, community groups or charitable organisations.

Grant applications will be considered only by the Full Council

All grant applications must be able to demonstrate that their purpose will benefit the Parish, or residents of the Parish.

Grants will be considered at any time of the year.

2. Applications will be considered for the following purposes: -

- a) Purchasing equipment
- b) Running costs of a viable group which is experiencing hardship
- c) Provision of recreational facilities
- d) Training activities, or to hire the expertise of an outside trainer/instructor
- e) Activities raising the profile of the area
- f) Special events or celebrations taking place within the Parish
- g) Funding of transport for groups partaking in a trip or outing

3. Conditions: -

- a) Only one application from a community or charitable group may be considered in any 12 month period, at the discretion of the Council
- b) The award must be used for purposes stated in the application



- c) Evidence of expenditure will be required after 6 months. The Parish Council will request a refund of monies spent if unsatisfied with the evidence provided.
- d) Any unspent grant award must be returned to the Parish Council within 6 months of the grant being awarded, unless an extension is requested.
- e) Donations to Charities in response to general fundraising appeals will not be considered.
- f) A maximum of £300 per application, subject to the Parish Council making a decision, in a worthy cause, to exceed this limit.

4. Eligibility: -

- a) Any Charity, Voluntary or Community Organisation
- b) No Community organisation operating within the responsibility of a Statutory Authority will be funded by a grant award.
- c) No school activity which takes place within the school day shall be funded
- d) The Parish Council will not fund activities outside its powers and functions.

Brundall Parish Council - Request for a Grant

Brundall Brundall Links Brundall Tel: 07809 E-Mail: Parish Council Memorial Hall Avenue NR13 5LL 144342 clerk@brundall-pc.gov.uk	<i>For Office Use Only</i> <i>Ref</i> <i>Rec'd</i>
Name and address of organisation requesting funding: Acle and Brundall Lions Club	Telephone: E-mail:
Name and address of contact to whom all correspondence should be sent: Nick Bowler 32 Beverley Road Brundall NR13 5QS	Telephone: 07779 067305 E-mail: bowlern60@gmail.com
Please give a brief description of the project for which you are requesting financial assistance Acle and Brundall Lions Club will once again be organising a Summer Fete at Brundall Memorial Hall on Sunday 14th July 2024. Our aim is to provide an enjoyable event for the benefit of the local community, with local groups and societies also being asked to get involved on the day. There is a considerable cost for us to be able to put the Summer Fete on and the Parish Council have kindly helped us with this event in the past by providing a grant which helps offset some of the costs. It would be really appreciated if you were able to again so that by raising lots of money we can in turn help as many local charities and causes as possible.	
Please indicate which purpose you are applying for funding for from section 2 above Description: The Fete is specifically being organised so that the local community can come along and enjoy themselves, while helping to raise money for local charities and causes (many of which need funds for specific equipment or to help with running costs). There are no other events of this type organised so it helps to bring people from outside the village to Brundall while also providing an event for those who live in the village. It enables us to raise our own profile and to inform people of what we do as a charitable organisation and why we do it while other village groups and societies are also invited so that they can raise funds and their own profile.	b), c), e) and f)

Please give a financial breakdown of the costs of the project Full use of Memorial Hall and grounds £300 (based on last year) Children's Entertainer and Magic Show £175 Music – Sea Shanty group £260 Dance group £100 Printing/advertising £250 (estimate at this stage but based on previous years spend) First Aid cover £150 Grand Draw ticket printing £70 These are costs that are known at time of writing. There will be more expenditure incurred but this is dependent upon any extra entertainment we are able to provide, although we are still in the planning stage.	
Total sum your organisation is spending on the project £1,305 (estimate to date based on the above information)	
Total sum requested from Brundall Parish Council £300	
Does the sum you are requesting include any payment of VAT? NO	How much? £
Date by which you require the funding from Brundall Parish Council No specific date, we will just be grateful for help with this matter	
Are you requesting funding from any other organisation? YES If yes, then please give brief details of the sums requested and the organisations concerned We intend to try and get a local company to sponsor the first prize of £100 for the Grand Draw – although we haven't been successful at time of writing	
Have you previously requested funding from Brundall Parish Council for this project? NO If yes then please give details	
Have you previously requested funding from Brundall Parish Council for any other project? YES If yes then please give details Brundall Parish Council have kindly helped us out for the last few years by providing a grant which has helped with the running costs of the Summer Fete. Without this, our fund raising attempts would be greatly affected.	
Please state why you think that Brundall Parish Council should support this project	

Acle and Brundall Lions Club organise and run events purely to raise funds for the benefit of others. All monies we raise on the day of the Summer Fete will go toward local charities and causes and any financial help we can get to reduce the cost of organising the event would be a massive help. Our aim is also to provide an event for the community of Brundall to attend and enjoy and we actively encourage local groups/organisations to take part. Not only does this help them raise valuable funds for their own projects it also helps bring everyone together. With the event being advertised widely, it is also an opportunity for non-residents to visit and see what Brundall has to offer. We are excited this year to be welcoming the RNLI to the event as part of their 200th Anniversary celebrations. They will be coming along to provide invaluable advice on water safety, in sea and rivers, so very appropriate given we have a river on our doorstep. We intend to link in with Brundall school to try and encourage as many children as possible to come along and find out about these safety techniques, although it's also an opportunity for all ages to learn something and to hear about the key work that the RNLI do. We kindly ask that consideration be given to our request for £300 to help us with our fund raising aims.
How many residents of Brundall will benefit from this project? As with any outside event, this really depends on the weather but previous Summer Fetes have been very well attended so we hope that the 2024 event proves popular again. We will be advertising the Fete well in a bid to get as many people there as possible. Local groups and societies also benefit as those that attend are able to raise funds for themselves and to raise their own profile.
When will the money be spent? May/June/July 2024
Please supply any other information that you believe is relevant to your submission For information, please see below some examples of local causes we have helped over the last year or so: £500 to Snowy's pre-school in Brundall to help toward the cost of an access ramp to the building £500 and £250 donations to local residents to help purchase adaptable wheelchairs £500 donated to Norfolk Accident Rescue Service for the purchase of specialised uniforms £250 gift tokens for a Brundall family who suffered a bereavement to enable them take a holiday break Provision of a Christmas Tree and gifts for the residents of Springdale Care Home in Brundall (something we do every year) Donation toward an adaptable bed for a local disabled boy Any help we can get with the running costs of big events such as the Fete will help us greatly in building up funds to be able to continue to help causes such as the above, while also being able to help charities that cover Brundall and the wider area such as the East Anglian Air Ambulance.
<i>Please note that Brundall Parish Council reserves the right to request copies of receipts and details of expenditure if this grant application is successful. Any unspent monies must be refunded to the Council. Please refer to our Grants Policy.</i>

Signed: Nick Bowler President, Acle and Brundall Lions Club	Date: 2 nd April 2024
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