Charvil Parish Council

Grant Awarding Policy

Version 1.3 – May 2026

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1 Document Control Information

Title: Grant Awarding Policy

Date: May 2026

Version: 1.3

Authors: Charvil Parish Council

Version Control:

Version	Date	Description
1.0	June 2013	Policy Published
1.1	August 2024	Reviewed & Updated
1.2	May 2025	Reviewed, no updates required
1.3	May 2026	Reviewed, no updates required

Approved by:

Title	Name	Signature	Date
Chair of the Council			
Clerk to the Council	Miranda Parker		

Planned Review Date:

May 2027

2 References

3 Introduction

3.1 Charvil Parish Council has the power (but not the obligation) to make grants to organisations.

3.2 Any grants awarded are subject to several conditions and must bring direct benefit to its area and its inhabitants.

3.3 The direct benefit accruing must be commensurate with the expenditure incurred.

4 Policy

4.1 The Council will consider applications for grants only from non-profit-making voluntary organisations, charitable bodies or other bodies (but not individuals) providing a public service other than for gain, which will directly benefit the parish of Charvil and its inhabitants.

4.2 Priority will be given to smaller and more local organisations.

4.3 The total amount available for grants is fixed each year, and so successful applicants may only get part of what they apply for.

4.4 The Council will consider support towards a specific item or project, or towards core funding if it is appropriate – and one-off projects.

4.5 Retrospective applications i.e. for expenditure already incurred, will be rejected.

4.6 Applications for grants must be made by completing the Council Grant Application Form; the completed form must be received by the Parish Clerk by noon on the specified closing date – Round one is 1st July and round two is 1st December each year. **Applications received after these dates and time will not be considered by the Parish Council.**

4.7 If the money cannot be used for the purposes it was granted it must be returned to the Council.

4.8 All awards must be properly accounted for and proof of expenditure must be supplied if requested.

4.9 If the Council is not satisfied that the award has been used properly it reserves the right to request that all monies be returned.

4.10 Requests for donations from registered charities undertaking general appeals for funding will not be considered.

4.11 The Council will consider all applications submitted in accordance with this policy on their merit after considering the number of applications received and funds available.

4.12 The decision of the Council will be final.

4.13 All applications for grants will be decided at a full meeting of the Parish Council.

4.14 Applications will be considered afresh each year and success in one year does not set a precedent for future years.

4.15 It is the responsibility of applicants to request an application form from the Parish Clerk (at the appropriate time as advertised) if wishing to make an application in any subsequent year.

5 Contact Details

5.1 Contact Details for the Charvil Parish Council Clerk are:

- By Email to Clerk@CharvilParishCouncil.gov.uk
- By mail to: Charvil Village Hall, The Hawthorns, Charvil. RG10 9TT

6 Review

6.1 This policy will be reviewed annually