

# Thorpe on the Hill Parish Council

## Grants Policy

Policy 2.3 amended version 19 May 2023

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The Account and Audit Regulations requires that any organisation that receives a grant must update the council in writing, within 12 months, showing exactly what they have done with any grant. The update must include

- Name address and contact details of organisation
- Details of how the award has benefited the organisation and its members
- Photographs are always welcome

Councils are required to ensure that they are aware of what a grant is required for and that it is a **proven need and not just a general request for money**. Councils must check if they have a power to make the payment, or are able to use their Section 137 allocation having ascertained that the project benefits all or some of the community.

The Council must treat all applications equally and no local body can expect to receive a grant based on their past experience.

### *Grants procedure*

1. The Parish Council will make provision in its budget for a sum of money to be used for grant purposes.

2. Using the Annual Parish Meeting, newsletters, notice boards or other communication channels, the Parish Council will advertise that there will be an amount of money available during the following financial year for the benefit of the community and that applications may be made to the Council using the application form below.

3. The closing date for applications will be **30 October** in the year preceding when grants are paid to ensure that applications can be properly considered and that sufficient funds can be included in next year's budget.

4. The exact amount to be included in the budget for the following year will be decided after the closing date and all applications have been considered. The Parish Council will have regard to the fact that the Council can levy a set amount per head of the electorate under Section 137 of the Local Government Act 1972 to cover expenditure not specifically authorised elsewhere in its budgets.

5. All applications must be sent and addressed to the Clerk at the official council address and not to individual councillors or the Chair.

6. Applicants will be invited to speak in support of their application during the public part of a Parish Council meeting and answer any questions put to them by Councillors. Councillors will then make a decision regarding applications during the

relevant agenda item in the Parish meeting when the public should not address Council.

7. Successful and unsuccessful applicants, will be notified in writing, by 31 January of the year when grants are paid and grants for successful applications and will be payable after 1 April in that year along with any terms and conditions imposed by the Parish Council.

8. The Council will require a written report of how the money has been used within 12 months of the grant being paid in the form of an annual report or set of accounts that clearly identify the expenditure. Other evidence such as receipts may be requested.

Adopted by Thorpe on the Hill Parish Council at a meeting of the Council held on 7<sup>th</sup> December 2017.

Amended by Thorpe on the Hill Parish Council at a meeting of the Council held on 19<sup>th</sup> November 2018

Amended by Thorpe on the Hill Parish Council at a meeting of the Council held on 17<sup>th</sup> May 2023

## Thorpe on the Hill Parish Council Application for grant aid

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Name of Organisation
Address
Contact details
Amount £ of grant aid required
Purpose of grant aid
Has funding been sought elsewhere?
Any other comments in support of your application (continue on another sheet is necessary)
Approximately how many people (adults and children) would this grant affect that live in 1. Thorpe on the Hill parish 2. Outside Thorpe on the Hill parish
Provide a copy of last audited accounts and attach it with this application. The Parish Council is unable to consider applications that are not supported by adequate financial documentation.

Which of the following parish priorities Plan would the grant help to meet and why?  
More details of the priorities can be found in the Neighbourhood Plan which is on the Parish website.

- COM 19 PARKING** The Parish Council will advertise the use of the existing car parking at the Oliver Roper Parish Meeting Room and expand the facility by opening up one of the tennis courts on a permanent basis. It will work with the school to encourage school traffic to use this facility rather than parking on the road.
- COM 17 SPEED LIMITES** The Parish Council will consult with Lincolnshire County Council Highways to introduce, discuss and implement the recently commissioned traffic report
- COM 20 ROAD MAINTENANCE** The Parish Council will consult with Lincolnshire County Council Highways to provide better road maintenance, including drainage, within the Parish
- COM 21 LINCOLN SOUTHERN BYPASS** The Parish Council will engage with Lincolnshire County Council Highways to ensure any future proposals for the bypass deliver positive impacts to the Parish.
- COM 8 VILLAGE COMMUNICATION** As new communication methods are introduced, identify and use new communication streams such as different forms of social media to provide information to all ages of the Parish.
- COM 7 LINKS WITH SCHOOLS** Develop positive links with the Primary School for the use of facilities within the Parish, and also Robert Pattinson and North Kesteven schools with regard to the use of their facilities.
- COM 1 OLIVER ROPER PARISH MEETING ROOM (ORPMR)** Support the Parish Council in its aim to maximise the income and use of the ORPMR through increased promotion and publicity of its facilities. Investigate the possibility of physically expanding the ORPMR to meet the needs of the wider community.
- COM 2 SPORTING AND SOCIAL ACTIVITIES** Encourage and support the development of additional sporting and social activities especially those suitable for children and young adults
- COM 3 PLAYGROUND EQUIPMENT** Seek to ensure that the existing children's playground equipment is well maintained and improved and support the development of equipment for older children within the Parish
- COM 16 NATURAL ENVIRONMENT** Work with all relevant bodies and organisations to protect and enhance the natural environmental assets in the Parish through:
  - Creating new wildlife habitats and linking them;
  - Re-establishing hedgerows along field and Parish boundaries, including the filling of gaps, with native species;
  - Planting native species of trees within hedgerows and within the village ;
  - Protecting more trees with Tree Preservation Orders (TPOs);

Protecting the remaining orchards within the Parish by ensuring the land is not used for building or development, and that the trees are well maintained and protected

Promoting new Local Wildlife Sites (LWSs).

- **COM 9 PROMOTE TOURISM** Promote tourism within the Parish and establish Thorpe on the Hill as a tourist location. The community of Thorpe on the Hill will work with the County and District Councils plus other regional and national organisations to publicise Thorpe on the Hill tourism sites.
- **COM 10 VILLAGE TRAILS** The main vehicle for promotion of Thorpe on the Hill tourism will be the launch of a Parish Trail leaflet which will identify existing sites of interest within the Parish. This will be done in conjunction with North Kesteven District Council as appropriate.
- **COM 11 MAINTENANCE OF TOURISM AND PUBLIC SITES** Existing tourism facilities should be improved and better maintained where necessary via dedicated management. This includes the control of litter within the village and along the highways. The Parish Council and volunteers will seek additional external funding from available resources as necessary working with local businesses where there is evidence of litter from their premises.
- **COM 12 SIGNAGES FOR LOCAL ATTRACTION AND BUSINESSES** Promote additional signage and the distribution of publicity material, using existing tourism networks, local and regional web sites etc.
- **COM 13 ADDITIONAL PUBLIC FACILITIES** The need for additional facilities such as car parks, public toilets, cafeteria etc will be investigated and identified to support these policies and funding sought. Development proposals will be supported when appropriate.
- **COM 14 TOURIST ACCOMMODATION** Local residents with suitable facilities will be encouraged to provide tourist accommodation.
- **COM 15 TOURING CARAVAN PARK** The use of the existing touring caravan park will be encouraged, publicised and supported.
- **COM 4 YOUTH ACTIVITIES** Engage with relevant Community Development organisations to explore the possibility of setting up and organising sports clubs/activities for children and young adults.
- **COM 5 FOOTPATH/CYCLE PATH** Explore the possibility of linking, either by footpath or cycle path, a route through the countryside that reflects the Lincoln commuter route, to produce benefits in health and to reduce pollution
- **COM 6 PARISH WALKS** Promote the existing Stepping Out Leaflet - Thorpe on the Hill and Tunman Wood, Way Marked trails and Whisby Nature Park walks which cover the majority of the walkable footpaths in the Parish. Explore the production of a Parish Local Walks leaflet combining all walks in the Parish
- **COM 18 DROP KERBS** The Parish Council will consult with Lincolnshire County Council Highways to install dropped kerbs to improve footpath accessibility for all users

Your post held in your committee :	Signed  Dated
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**Parish Council use only**

**Date application received:**

**Date approved:**

**Min Number :**

**Amount granted:**

**Power Used :**