

13. Grants

- 13.1. Grants to be made in the name of the Council will be approved by the Council or a Committee:
- a) subject to any limits set by the Council; and
 - b) in accordance with any policy statement approved by the Council.
- 13.2. Grants will be subject to:
- a) the approval thresholds stated at out at paragraph 18.6 of these Regulations, but any grant of more than £5,000 will be authorised only by resolution of the Council; and
 - b) the payments process set out in section 22 of these Regulations.

14. Micro Grants

- 14.1. A Member may award a grant to a beneficiary within the Stanway Parish.
- 14.2. The total amount available to each Member each year for the next three financial years (ending 31 March 2026) is £300.
- 14.3. The minimum individual grant is £50.
- 14.4. Two or more Members may combine their individual allowance to create a larger grant (always subject to the individual £300 allowance for each Member).
- 14.5. For grants of up to £200 the Member will complete a short form providing details of the amount of the grant, the beneficiary and purpose.
- 14.6. For grants of more than £200 the beneficiary must complete a formal application form.
- 14.7. For grants of more than £1,000 the beneficiary must also provide the previous year's financial accounts.
- 14.8. After the RFO or the Deputy RFO checks an application, payment may be made (but not by cash) subject the process set out in section 22 of these Regulations.
- 14.9. Alternatively, payment may be made directly to an independent supplier of goods or services provided the supplier has no personal or business relationship with the beneficiary or, if relevant, the beneficiary's members.
- 14.10. Where practicable, the beneficiary will recognise the Council as provider of the grant (with or without the Member's name). This may be as simple as a photo opportunity with the donating Member or a news article in the beneficiary's publication or on its website.
- 14.11. Grants will be provided only to individuals and small non-profit, amateur or charitable organisations to support things like one-off events, fund-raising or purchases such as junior sports kit, equipment, etc. Common sense will be applied, but any variation on this or uncertainty around it requires the authorisation of the RFO or the Deputy RFO.
- 14.12. The Council's Code of Conduct applies at all times to ensure complete transparency and impartiality in the award of grants. Each Member will take full responsibility for the probity of any grant initiated by him/her.
- 14.13. A list, with details of the grants awarded by each Member, will be published on the Council's website, with a running balance of funds still available.
- 14.14. Application forms will be available to download from the Council's website.
- 14.15. In all cases, the RFO or the Deputy RFO is the sole arbiter as to the suitability of any grant and their decision is final and binding.