



Kirtton in Lindsey Town Council

Policy 17: Budgeted Grant Awarding Policy

Reviewed and Adopted November 2025 (v.20252) [FC 2511/13]

Next Review May 2026

Introduction:

Grants are awarded to organisations and community groups, which in the opinion of the Council, are in the interests of the Parish community.

Support will be provided in a manner commensurate with the expenditure and where financial need is demonstrated.

All applications will be considered on their individual merits. The final decision on applications and the level of funds provided rests with the Town Council.

Eligibility:

- Not-for-profit groups benefiting the community in the Parish.
- Must have a constitution and a bank account with at least two signatories.

Exclusions:

- Loan repayments, retrospective applications, religious/political activities (unless unrestricted community benefit is demonstrated), individuals and profit-making groups/businesses.
- The Council will not usually provide funding to those that have already received a grant in the current financial year. The financial year is from 1 April to 31 March.

Grant amount:

- Applications up to £5,000 considered.
- Average allocation: £500 - £2,500.
- Applicants will usually be expected to contribute to project costs. This could be directly, through volunteer time or via other grant funding sources.

Conditions:

- Use the grant only for the specified purpose.
- Provide financial information and reports as requested.
- Acknowledge the grant in publicity.
- If asked to provide a written report to the Council.
- Use the official grant application form with all questions answered.
- Supply the following:
 - A copy of the most recent audited accounts, including an up to date balance sheet.
 - A copy of the constitution/memorandum of understanding or rules of the group.
 - Proof that the organisation has a bank account in its name with at least two signatories.
 - Any recent audited accounts and associated reports
 - Evidence of planning permission – if applicable.
 - A report within seven months of receipt explaining how the funding was used.

Application deadlines:

- Submit by early November for consideration at the next Council meeting.
- Notification within a month of the meeting.

Complete applications to be sent to:

**Town Clerk, Town Council Office,
Diamond Jubilee Town Hall, High Street, Kirton in Lindsey,
North Lincolnshire, DN21 4LZ**

Email – enquiries@kirtoninlindseytowncouncil.gov.uk

Telephone: 01652 648978 / 07518 284173

Assessment criteria:

- Community need and benefit.
- Effective use of the grant.
- Appropriate and realistic costs.
- Local contributions and alternative funding sources.
- Group management and financial stability.
- Positive impact in the Parish.