BRADWELL PARISH COUNCIL

Bradwell Parish Council Section 137 Grant Policy

1. Purpose of the Policy

This policy sets out how Bradwell Parish Council will consider and award grants under Section 137 of the Local Government Act 1972. Section 137 allows the Council to spend a limited amount of money for purposes that benefit the parish or its inhabitants, where no other specific power exists.

2. Legal Framework

2.1 Section 137 expenditure is subject to an annual financial limit based on the number of electors in the parish. The Clerk will confirm the available S137 budget at the start of each financial year.

2.2 All awards must comply with the requirements of the Local Government Act 1972 and be demonstrably “in the interests of, and bring direct benefit to, the area or its inhabitants.”

3. Eligibility Criteria

3.1 Grants will only be awarded to organisations whose activities provide a clear and direct benefit to the parish of Bradwell.

3.2 Grants will not be awarded to commercial or profit-making organisations.

3.3 Grants will not be awarded to individuals.

3.4 Organisations working with children or vulnerable adults must have appropriate safeguarding policies and procedures in place.

3.5 Applications must relate to non-profit activities.

4. Types of Support Available

4.1 The Council may award grants for:

- Community projects and events
- Equipment or materials
- Start-up support for new community groups
- Activities that improve wellbeing, environment, culture, or social inclusion

4.2 The Council will not normally fund ongoing operational costs unless a clear community benefit is demonstrated.

5. Application Process

Implemented: October 2026

5.1 Applications must be submitted in writing using the Council's S137 Grant Application Form. This can be found here: S137-Application-Form.pdf

5.2 Applications must include:

- A description of the project or activity
- Evidence of community benefit
- A breakdown of costs
- Details of other funding sources
- The organisation's most recent accounts and bank details

5.3 Start-up organisations must provide any available financial information and evidence of an appropriate bank account.

5.4 Applicants are encouraged to attend the council meeting at which their application will be considered.

6. Assessment Criteria

When assessing applications, the Council will consider:

- The number of residents who will benefit
- The extent and clarity of community benefit
- Value for money
- Evidence of need
- Long-term sustainability
- Alignment with Council priorities
- Whether the project duplicates existing services
- The organisation's financial stability

7. Decision-Making

7.1 All decisions will be made by full Council at a properly convened meeting.

7.2 Decisions will be recorded in the minutes.

7.3 Councillors with a pecuniary or personal interest must declare it and withdraw from the discussion and voting process.

7.4 The Council's decision is final.

8. Conditions of Grant

8.1 Successful applicants may be required to:

- Provide receipts or evidence of expenditure
- Submit a short outcomes report
- Acknowledge the Council's support in publicity materials

Implemented: October 2026

- Repay funds if used for purposes not agreed

8.2 Grants must be spent within 12 months unless otherwise agreed.

8.3 The Council reserves the right to withhold or recover funds if conditions are not met.

9. Repeat Applications

9.1 Organisations may apply annually, but priority may be given to new initiatives or groups that have not previously received funding.

9.2 Repeat applications must demonstrate continued community benefit and financial need.

10. Monitoring and Review

10.1 The Clerk will maintain a record of all S137 awards.

10.2 The policy will be reviewed every three years or sooner if legislation changes.

10.3 The Council will monitor the effectiveness of grants awarded and may adjust criteria accordingly.

Implemented: October 2026