

# GRANTS AND DONATIONS

## AGENDA ITEM No. 7

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**MEETING:** POLICY AND RESOURCES COMMITTEE  
**DATE:** 19<sup>TH</sup> JANUARY 2022  
**REPORT BY:** TOWN CLERK

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### 1.0 Purpose of the Report

- 1.1 The purpose of the report is for members to consider any requests for grants and donations.

### 2.0 Background Information

- 2.1 The Council currently has the following grants and donations budgets in place for the 2021/22 financial year:-

<b>Fund</b>	<b>Budget</b>	<b>Remaining Balance</b>
Donations Budget	£5,000	£2,761
Youth Council Grants Budget	£2,000	£2,000
COVID Recovery Grants Fund	£25,000	£9,368
Community Benefit Fund	£5,109	£5,109

- 2.2 Grants totalling £2,160 have also been made from the Council's Large Community Events Budget as follows:-

- Neville Community Association Town Centre Event	£760
- Junction 7 Summer Engagement Event	£1,000
- Oak Leaf Golf Club Community Competition	£400

### 3.0 Grant and Donation Requests

- 3.1 Since the last meeting of the Policy and Resources Committee, grant and donation applications have been received from the following organisations:

**a) Shine Community Choir  
Application for a Donation**

#### **Summary of the Donation Request**

A letter has been received from the Shine Community Choir based at St Clare's Church, for a donation towards the cost of a post-COVID new start party for the children.

The donation would be used to contribute towards the cost of the catering supplies for the party.

A copy of the donation request letter along with the constitution and the financial statement of the choir is attached at Appendix 1.

## **Officer Comments**

The application meets the criteria set out in the Council's Grants and Donations Policy as it is from a constituted local group providing services directly to local children.

As this is a donation request, a grant application form does not need to be completed. All of the required supporting information has been provided with the request letter.

Members may wish to take the above guidance into account when considering this donation request.

### **b) Woodham Village Community Association Application for a Grant from the COVID Recovery Fund**

#### **Summary of the Grant Request**

An application has been received from Woodham Village Community Association, based in Woodham Village for a grant from the COVID Recovery Fund.

The community association is requesting a grant of £2,000 towards the cost of purchasing computer equipment for a new project "Computers for the Terrified". The total cost of the project is £8,400 and the community association are funding the balances from their own reserves and GAMP grants.

A copy of the grant application form along with the constitution, annual report and accounts of the community association is attached at Appendix 2.

#### **Officer Comments**

The application meets the criteria set out in the Council's Grants and Donations Policy as it is from a constituted local community group providing services directly to local residents.

All of the required supporting information has been provided.

Members may wish to take the above guidance into account when considering this grant application.

#### **4.0 Letters of Thanks / Post Grant Questionnaires**

- 4.1 A post grant questionnaire has been received from Neville Community Centre and this is attached at Appendix 3.

#### **5.0 Staffing Implications**

- 5.1 None.

## **6.0 Financial Implications**

6.1 As highlighted earlier, the following balances are available in the Council's various grants and donations funds:-

<b>Fund</b>	<b>Available Funds</b>
Small Grants and Donations Budget	£2,761
Youth Council Grants Budget	£2,000
COVID Recovery Fund	£9,368
Community Benefit Fund	£5,109

## **7.0 Crime and Disorder Implications**

7.1 None.

## **8.0 Equal Opportunities Implications**

8.1 Applications for grants and donations will be considered on an equal and consistent basis in line with the requirements of the Council's Grants and Donations Policy.

## **9.0 Environmental and Climate Change Implications**

9.1 None.

## **10.0 Risk Assessment**

10.1 It is not considered that the matters contained in this report pose a risk to health and safety of staff or to the financial or public standing of the Council to a degree that a risk assessment should be appended to this report.

## **11.0 General Data Protection Regulations (GDPR)**

11.1 Is any personal or sensitive data required for this proposal which may have any implications for GDPR? **YES**

11.2 A privacy impact assessment has been appended to this report which has considered the relevant impact on privacy matters and how these will be dealt with.

11.3 The forms will be stored securely and shredded after 12 months.

## **12.0 Recommendations**

12.1 It is recommended that:

- (i) Members receive the report.
- (ii) Members consider the two applications received for funding.