

WIVELISCOMBE TOWN COUNCIL

Grant Policy

Introduction

Wiveliscombe Town Council sets aside an amount in its budget each year for disbursement on grants to organisations contributing to the life of the town by enhancing the area and its facilities or providing opportunities for local people.

Precept grants are limited to those organisations which demonstrate a need for assistance, which provide equality of access and opportunity, and which provide adequate information to enable the Town Council to make an informed decision.

Other grants available are from Community Infrastructure Levy (CIL) which is a scheme for community groups to obtain CIL money which is received by the Town Council in the form of tax on new developments in the area, designed to enable investment in the local area to mitigate the impact of local growth. CIL money can be spent on anything that deals with the demands that development places in the Parish of Wiveliscombe, such as transport infrastructure, open spaces, sporting and other recreation facilities, social and community facilities, affordable housing and the development of a Neighbourhood Plan.

Grants aims

The grants are given to:

1. Help voluntary groups to improve their effectiveness and outreach.
2. Support the provision of services essential to the town.
3. Support organisations which meet the needs of local people experiencing social and economic difficulties.

To ensure that fair and proper consideration can be given to all requests, all applications must be made on the correct Wiveliscombe Town Council grant application form with all additional information requested on the form and submitted to the Clerk. Forms can be found on our website.

Process

Applications for precept grants must be submitted by the end of January each year to be discussed by the Finance Committee at the beginning of February

and will be finalised by The Town Council at the February meeting which is held on the third Monday in February.

Applications for CIL grants will be looked at on a quarterly basis and must be submitted by the end of January, April, July or October.

All applications must be submitted on the correct form with all supporting documents requested on the form and can be found on our website.

Criteria

The Council will consider all applications that are submitted but reserves the right to indicate priority areas for funding on any given grant-giving round.

Organisations applying to the Town Council must be located within the Parish of Wiveliscombe.

Organisations applying to the Town Council must offer equality and opportunity for all residents to the services it provides.

Grants will not be made retrospectively, and only one successful application will be considered from an organisation in any one financial year. The history of previous applications will be considered, although the provision of a grant one year does not set a precedent for another year, nor does it preclude further grants.

The Town Council reserves the right to request copy of invoices and/or other documentation as evidence that the associated expenditure has been incurred or is planned. As a Statutory Authority the Town Council has to account for the funds it spends; therefore any organisations receiving a grant is required to provide monitoring information on how grant monies are being spent.

On receiving a grant organisations will be required to clearly acknowledge the Town Council's support in their publicity or event.

Wiveliscombe Town Council reserves the right to recover the grant and/or moveable equipment purchased with grant monies if the organisation ceases to exist, if the grant is not used for the purposes specified or if the conditions are not complied with.

Adopted 20th October 2025