



Your

Hever Parish Council

PROUDLY REPRESENTING HEVER, MARKBEECH & FOUR ELMS

Any questions? Please contact [clerk@hever.org](mailto:clerk@hever.org)

## Hever Parish Council – Community Support Grant Application Form

Each year HPC allocates a limited amount of funding to support parish projects and assets. If you wish to apply for a grant please complete the application form below and return to the clerk at least 2 weeks before the next meeting. Please note, if funding is no longer available, your application will be considered in the next financial year

Section 137 of the Local Government Act, 1972 allows a local authority to incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants.

Section 19(3) of the Local Government (Miscellaneous Provisions) Act 1976 gives a local council the power to make grants to voluntary organisations.

Name, address and contact number of main contact	Joanna Wade. Hever Brocas, Hever Road, Hever. Kent 07958 919631
Name and address of Organisation requesting grant	Hever Village Hall
Description of project / intended use for funding / date the funding is needed	Emergency Electrical safety work plus new heat and smoke alarms, fire blanket. Fire extinguishers for kitchen and main hall. Key safe for emergency access. The work was completed in April as we were not legally compliant and had to act immediately.
Details of individuals / groups involved in planning	The Village hall committee
Total project cost	£294.58
Amount requested from HPC	£294.58
Other sources of funding considered / applied for	
<b>Who</b> will benefit from this project over what time period?	This was emergency essential works. The hall is used by various community groups including the Community Parish lunch, Hever Horticultural Society and many individual hirers.

<b>How</b> will this be demonstrated?	We lost a potential long term hirer over a lack of compliance. These works ensure heightened safety going forward and A monthly fire safety check will be undertaken and recorded.
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Hever Parish Council annually sets a community support budget in order to provide financial assistance to a range of organisations, projects and activities which provide services for local residents.

The budget is discretionary funding and as such is separate from any other services which the Parish Council may fund under contract to fulfil statutory obligations or the delegated works of its Committees.

**Hever Parish Council & The Clerk is available to anyone in the parish to assist community groups / projects in a number of ways;**

- with further grant searching through local, regional and National bodies
- assistance with project planning
- A local council may also make loans to voluntary organisations in relation to running village halls (this may be a direct loan during the current year, from accumulated revenue, or unspent capital receipts).
- A local council which purchases equipment or building materials or pays for building work for a village hall, may reclaim VAT under section 33 of the VAT Act 1994, provided a number of conditions are met.
- A local council can also give practical help to the running of a local charity in many ways, for example; encouraging local people and organisations in the area to use and support activities and events
- calling a parish meeting to help organise fund raising activities
- facilitating use of parish noticeboards
- providing information and advice about other local authorities / groups
- raising the profile of the group / project

The Parish Council may wish to seek evidence against all or some of the following criteria:

- there is clear evidence of local need or demand for the proposed project/activity
- the grant will help provide a facility or service that will be of real and direct benefit to local residents
- the project/activity is properly thought through, is viable, of good quality and will ensure proper use of public funds, providing best value and value for money
- the organisation/project demonstrates clear knowledge and commitment to equal opportunities and Health & Safety.

The focus of the bulk of the grant process will primarily be for organisations/projects located within Hever, Four Elms and Markbeech Parish

**BUDGET FOR GRANTS/DONATIONS**

**Please do come to the meeting to present your application if you would like to.**

**MONITORING AND EVALUATION**

The development of monitoring and evaluation systems, particularly in respect of outcomes, is an area of good management practice all voluntary sector organisations should be prioritising. The Parish Council would welcome the provision of findings from grant aided organisations/projects.

Please contact in the first instance the Clerk and Financial Officer to Hever Parish Council ([clerk@hever.org](mailto:clerk@hever.org)) and see the website ([hever.org](http://hever.org)) for more information and dates of full council meetings should you wish to attend.