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Beaulieu, Hampshire SO42 7YL

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Review annually

GRANT POLICY

Introduction

1. In accordance with Section 137 of the Local Government Act 1972 ("Section 137"), Beaulieu Parish Council ("the Council") may make discretionary grants or donations where, in its opinion, expenditure is in the interests of, and will bring direct benefit to, the Beaulieu Parish or any part of it, or all or some of its inhabitants.
2. This document sets out the Council's policy and procedure for grants and donations under Section 137. The aim is to ensure that all grant-making activity is open, transparent, and fair, and that it supports local organisations and community benefit.
3. In determining applications, the Council will have due regard to principles of equality, transparency and proper use of public funds.
4. The Council may amend, suspend or withdraw this policy at its discretion.
5. Awards are open to established voluntary or community groups, as well as new or informal groups of residents intending to become formally constituted by the date of application.

Who is eligible to apply?

6. To be eligible for the award of a grant under Section 137 an organisation must:
 - a. Be established for community, charitable, benevolent, social, cultural, recreational or philanthropic purposes;
 - b. Have a constitution or set of rules defining its aims, objectives and operational procedures;
 - c. Be able to provide a copy of its latest annual accounts and demonstrate that the accounts have been independently checked;
 - d. Have a bank account operated by a minimum of two authorised signatories.

What can be funded?

7. The project should:
 - a. Make the local community a better place in which to live, work or visit;
 - b. Benefit all or some of the inhabitants of the Beaulieu Parish;
 - c. Demonstrate evidence of local support where appropriate.
8. Applicants may only make one application per financial year.
9. Grant awards are normally capped at a maximum of £500.
10. Grants are subject to budget availability and previous awards do not create any entitlement or expectation of future support.
11. The following are not eligible:
 - a. Projects where any direct benefit to the Parish or its inhabitants is not commensurate with the expenditure incurred;
 - b. Support for individuals or private business projects;
 - c. General running costs of any organisation, unless exceptionally approved;
 - d. Projects that are the statutory responsibility of other government bodies;
 - e. Projects that improve or benefit privately owned land or property;
 - f. Projects already completed by the time the grant is awarded;
 - g. Organisations outside the Beaulieu Parish unless there is a direct benefit to the Parish;
 - h. Organisations supporting or opposing any political party;
 - i. Organisations unlawfully discriminating on grounds protected by law.

Conditions of support

12. The Council may make the award of any grant subject to such conditions as it considers appropriate, including:
 - a. The grant must be used only for the purpose for which the application was made;
 - b. Any unspent or improperly used monies may be required to be repaid;
 - c. Councillors may request a site visit before, during or after the project;
 - d. Funding must normally be spent within the financial year awarded unless otherwise agreed;
 - e. Grants should not normally be transferred into general reserves unless specifically approved for a defined earmarked project reserve;
 - f. Recipients must provide a short written report explaining how the grant was used and provide evidence of expenditure if requested;

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- g. The Council may publish details of grants awarded on its website or in council publications;
 - h. Applicants may be requested to acknowledge Council support in publicity material.
13. Where relevant, grants will be administered in accordance with applicable subsidy control requirements.
14. Councillors with a declarable interest in an application must declare that interest and act in accordance with the Council's Code of Conduct.

When to apply

15. The Council currently considers grant applications as and when submitted.

How decisions will be made

16. Each application will be assessed on its own merits and the Council's decision shall be final.
17. Applications may first be considered by a committee or working group before referral to Full Council.
18. Applicants may be requested to attend a meeting to answer questions relating to their application.
19. The Council will not be able to fund all projects and may take into account alternative funding sources and applicants' own fundraising activities.
20. The Council reserves the right to refuse any application considered unaffordable, inappropriate or contrary to the objectives of Section 137.
21. There is no right of appeal for unsuccessful applications.

How to apply

22. Applications should be made using the Council's application form.
23. For further information please contact:

The Clerk
Beaulieu Parish Council
Flat One, Palace Stable Yard
Beaulieu
Hampshire SO42 7YL

Email: clerk@beaulieu-pc.org.uk

Grant Application Form

1. Name of the group or organisation making the application	
2. Brief description of the aims of the group or organisation	
3. Contact name and position within the organisation	
4. Telephone number	
5. Email address	
6. Correspondence address	
7. Is the organisation a registered charity? If yes, please provide charity number	
8. If not a registered charity, please explain the nature and status of the organisation	
9. Please explain in detail what the grant is for	
10. Please provide details of the project costs and any other funding received or applied for	
11. Amount of grant requested. Who else is providing funding?	
12. When are the funds required?	
13. When is the funding expected to be spent?	
14. If the total project cost exceeds the grant requested, how will the balance be funded?	
15. Who will benefit from the project?	
16. Approximately how many beneficiaries are residents of Beaulieu Parish?	
17. Please provide payment details for any successful grant award	

Declarations

- The information provided in this application is accurate to the best of my knowledge.
- The organisation agrees to comply with the conditions of the Council's Grant Policy.
- The organisation understands that grant awards may be published by the Council.
- The organisation confirms that appropriate safeguarding and insurance arrangements are in place where relevant.

Signed: _____

Position: _____

Date: _____

Privacy Notice

Information supplied as part of this application will be used by Beaulieu Parish Council for the purposes of administering grant applications and associated financial governance. Information may be retained and published where necessary for transparency and audit purposes in accordance with applicable data protection legislation.