

# **Metheringham, Sots Hole and Tanvats Parish Council**

## **Grants & Donations Policy**

**Approved and Adopted 28th October 2025**

**Metheringham Parish Council** (MPC) has statutory powers under Section 137 & Section 137a of the Local Government Act 1972 and the Localism Act 2011. To make funds available to local organisations for the overall benefit of Metheringham, Sots Hole & Tanvats (MSHT) and all of its residents.

This policy outlines Metheringham Parish Council's (MPC) guidelines for awards. It also formalises the application process to ensure access, openness and fairness to the groups and organisations the Parish Council aims to support. The Parish Council will ensure that the donation & grant awarding activity is fair and transparent.

### **1. General Information for applicants:**

For the purposes of this policy donations and grants differ only in that a donation is given without the need to be specific about how it is used whereas a grant must be spent specifically for the purpose agreed. For example, a donation may be given to a village hall towards the general running costs without being specific about what it is spent on whereas a grant would be given towards the cost of specific project such as installation of a new security system. In reality most applications under this policy will be defined as a grant and be subject to the following considerations. The Parish Council's aim is to ensure that all our award-making activity is:

- open
- transparent
- fair
- competitive
- supports local organisations

### **2. Parish Council Powers: Section 137 of the Local Government Act 1972 and the Localism Act 2011.**

The Council regularly receives requests for grants and donations from a variety of organisations and the aim of this Policy is to encourage and support activities and projects which will benefit the Parish.

A Parish Council has a number of powers granted under various Acts of Parliament which enable it to spend money\*. Since 2008 the "Power of Wellbeing" and more recently the "General Power of Competence, Localism Act 2011" allow Parish Councils more flexibility in how they spend money within the local community. In order to use either of these powers it is necessary that the Council has a qualified clerk, and at least two thirds of the Council Members have been elected rather than co-opted or appointed. Currently MPC does not meet these criteria (5no co-opted members since the election of 2023).

Therefore all grants & donations fall under the statutory power of Section 137/137a of the Local Government Act 1972, which permits it to spend up to a certain limit on anything which in the opinion of the Council is in the interests of the parish, or any part of it, or is in the interest or all or some of its residents. This amount is limited to a figure per head of the electorate on the electoral role on 1st January before the commencement of the financial year. The figure is index-linked and for 2024/25 is £10.12 per electorate head (to be revised to £11.10 on the 1<sup>st</sup> April 2025).

The Parish Council has no obligation to spend all or any of the money available under Section 137/137a. This money is not 'gifted' to the parish council; it forms part of the Precept which the parish Council requests for the District Council based on it's yearly budget. The cost of any grants or donations is therefore reflected in residents' council tax bills.

The normal use to which this power is applied by local Councils is to provide funding to local organisations, e.g., Pre-School Groups, Scout Groups, Senior Citizens Groups etc. but clearly, one of the most important restrictions (as underlined above) is that a grant cannot be made to an individual for their own use, no matter what use and how good a cause that use may be (e.g., sponsorship for studying exchanges).

However, there may indeed be occasions where the grant can be paid to an individual where that individual is carrying out a service which benefits the local population - e.g. A Community First Responder (a NHS trained volunteer) whose role is to be the first on the scene as the result of an emergency call within a designated area (the Parish) to provide immediate life-saving support and who is required to raise funding to contribute towards the cost of the necessary equipment. It is clear that any donation or grant made by the local Parish Council will directly benefit recipients of the service and it is, therefore, the opinion of this Council that the grant can legally be given and the cheque made payable to the individual.

It is MPC intention (subject to budget restrictions and available resources) to support initiatives from local community groups and organisations. The size of any donation or grant awarded to an organisation/group is at the discretion of the Parish Council and will not exceed £10,000.00 in one application within any financial year. The Grant Year runs from the 1st of April to the 31st of March the following year. It is very unlikely a donation would be considered anywhere near the maximum amount quoted.

### **3. Who is eligible to apply? The following organisations may apply:**

- A local based charity
- An organisation serving the needs of the residents of MSHT
- Residents(group) of MSHT requesting grant aid with a project/event which will be for the benefit of the whole community.
- A local based club/association/charity serving a specific section of the community or the community as a whole
- A local branch of a regional or national organisation/group which serves the needs of the residents of MSHT .

### **4. Who is not eligible to apply:**

- Projects which are the prime statutory responsibility of other government bodies who would normally be funded by a local or regional authority
- Projects which improve or benefit privately owned land or property
- Support for individuals or private business projects
- Applications by 'for profit' commercial organisations
- From regional and national organisations unless it can be clearly demonstrated that the grant would be specifically for the residents served by MSHT.
- From organisations with political affiliations or those established for the purpose of forwarding a party – political agenda.

### **5. What can be funded:**

The project should be something that makes the local community a better place to live, work and play. It should be something that will provide a long lasting and sustainable benefit to the local community. The project must be something that will improve the social, environmental and/or economic profile of MSHT.

The Parish Council will consider applications for funds in the following situations:

- where there is no other way of obtaining the relevant funds;
- The funds will enable the relevant group or organisation to access or “unlock” funds or assistance from third parties; and
- Monies have been donated or raised but these are insufficient and funds are needed to bridge the resulting gap.

The Parish Council will also endeavour to provide assistance and support where appropriate to groups and organisations in the parish wishing to access grants and other funds from third parties and local authorities.

**6. The Criteria for funding:**

- Only one application per organisation/group in each financial year A limit of £10,000.00 per organisation/group per financial year Grants are not made retrospectively
- A constitution/governance/official document will be required to support the grant
- A set of audited accounts (nearest year to the application) will be required to support the grant
- A new organisation/group (with no accounts) will be required to provide a financial statement

**7. Decisions will be based on one or more of the following:**

- General eligibility
- Impact on key local need
- Community Support Value for money
- Environmental impact Community involvement
- Feasibility
- Likely effectiveness

**8. Finally:**

Grant aid may be awarded by MPC at any Ordinary Full Council Meeting, or an Extraordinary Meeting of the Council during the Councils financial year.

Financial support can only be used for the purpose for which the grant is given, otherwise the funding will need to be returned to the Parish Council.

Grants cannot be re-distributed to any other organisation. If not required, the funding will need to be returned to the Parish Council Responsible Financial Officer: contact [rfo@metherringham-pc.gov.uk](mailto:rfo@metherringham-pc.gov.uk).

**9. Applications to be submitted to the Parish Clerk on the prescribed application form attached including bank a/c details.**

Please mark the envelope Private and Confidential  
Parish Clerk  
21a High Street  
Metherringham  
Lincoln  
LN4 3DZ

Please send email applications to [parishclerk@metherringham-pc.gov.uk](mailto:parishclerk@metherringham-pc.gov.uk)

Date of policy: 28<sup>th</sup> October 2025.

Approving committee: Finance and Staffing...

Policy version reference: Draft Policy not adopted

Supersedes: Draft Policy not adopted

Policy effective from: Full Council meeting 28<sup>th</sup> October 2025.

Date for next review: May 2026.

**Metheringham Parish Council**  
**Application for Grant/Donation for Voluntary Organisations**  
**(Local Government Act 1972, Section 137/137a)**

**Description/Details** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**1. Name of Organisation** \_\_\_\_\_

**10. Name, address and status of the applicant**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3. Telephone Number of Contact** \_\_\_\_\_

**4. Is the Organisation a Registered Charity?**

**Yes: Please state Registered Charity Number** \_\_\_\_\_ **No** \_\_\_\_\_

**5. Amount of grant/donation requested £** \_\_\_\_\_

**Should your application be successful, please complete your bank details below for electronic payment:**

**Bank Sort Code Number** \_\_\_\_\_

**Bank Account Name**  
\_\_\_\_\_

**Bank Account Number** \_\_\_\_\_

**6. For what purpose or project is the grant/donation requested?**

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**Description Details** \_\_\_\_\_

**7. What will be the total cost of the above project?**

**£** \_\_\_\_\_

**8. If the total cost of the project is more than the grant/donation, how will the extra cost be financed?** \_\_\_\_\_ -

**9. Have you applied for grant/donation for the same project to another organisation?** \_\_\_\_\_

**If so, which organisation and how much has been funded?** \_\_\_\_\_

**10. Who will benefit from the project?**

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**11. Approximately how many of those who will benefit are parishioners? You may use a separate sheet of paper to submit any other information which you feel will support this application.**

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_

**Name of Applicant or Organisation** \_\_\_\_\_

## **Previous draft circulated on Friday 24<sup>th</sup> October 2025**

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### **Who is eligible to apply:**

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- Environmental impact Community involvement
- Feasibility
- Likely effectiveness

**Finally:**

Grant aid may be awarded by MPC at any Ordinary Full Council Meeting, or an Extraordinary Meeting of the Council during the Councils financial year. The awarded amount to be deducted from the sum identified for grants within the yearly budget and the award complies with Section 137/137a of the Local Government Act 1972

Financial support can only be used for the purpose for which the grant is given, otherwise the funding will need to be returned to the Parish Council.

Grants cannot be re-distributed to any other organisation. If not required, the funding will need to be returned to the Parish Council Responsible Financial Officer: contact [rfo@metherringham-pc.gov.uk](mailto:rfo@metherringham-pc.gov.uk).

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Please mark the envelope Private and Confidential  
21a High Street  
Metherringham  
Lincoln  
LN4 3DZ

**Appendix i**

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**Powers and Duties**

**Powers and Duties of Local Councils**

Local Councils have a wide range of powers and but very few duties.

**Duties**

A duty is an activity that must be carried out (Mandatory) e.g. local councils must appoint a Chair and a Clerk/Proper Officer.

**Powers**

Statutory powers, granted by Parliament give local councils the choice or opportunity to take action and are therefore discretionary.

The powers which have been vested in Parish, Town and Community Councils by Acts of Parliament are summarised below as a guide to Councillors and others. Each description is brief and is intended to be a general indication. It is not a complete list of every single power and duty.



Like all powers given to public bodies the powers of local councils are defined in detail in legislation and these details may include a requirement to obtain the consent of another body (for example the approval of the County Council to the provision of a car park).

Local Councils must exercise their powers also subject to the provisions of the general law (for example planning permission is necessary for a sports pavilion).

Table of details

The following table describes the powers and duties held by local councils for a number of functions. It also provides details of the regulations under which statutory provisions are made. Information on all these details should be in the hands of the parish council Clerks. Where a function is marked with an asterisk (\*) a council also has the power to give financial assistance to another person or body performing the same function. All other expenditure spent over and above what is listed within the Power above falls within Sections 137 & 137a of the Act and has to be accounted separately to ensure its transparent the limit has not been surpassed.

Function	Powers and Duties	Statutory Provision
Accounts	Duty to appoint a Responsible Financial Officer to manage the council's accounts	Local Government Act (LGA) 1972, section 83
Acceptance of office	Duty to sign declaration of acceptance of office (councillors and chairman)	LGA 1972, section 83
Agency arrangements	Power to arrange for the discharge of functions by another local authority	LGA 1972, section 101
Allotments	Power to provide allotments duty to provide allotment gardens if demand exist	Smallholdings and Allotments Act 1908, 23, 26 and 42
Baths and washhouses	Power to provide public baths and washhouses	Public Health Act 1936, subsections 221
Borrowing	Power to borrow money for statutory functions	LGA 1972, Sch 13
Burial grounds, cemeteries and crematoria*	Power to acquire and maintain	Open Spaces Act 1906, subsections 9 and 10
	Power to provide	LGA 1972, section 214
	Power to agree to maintain memorials and monuments	Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s 1
	Power to contribute to expenses of maintaining cemeteries	LGA 1972, section 214(6)
Bus shelters*	Power to provide and maintain bus shelters	Local Government (Miscellaneous Provisions) Act 1953, section 4
Byelaws	Power to make byelaws for public walks and pleasure grounds	Public Health Act 1875, section 164
	Cycle parks	Road Traffic Regulation Act 1984, section 14
	Baths and Washhouses	Public Health Act, 1936, section 233
	Open spaces and burial grounds	Open Spaces Act, 1906, section 15
Charities	Power to appoint trustees of parochial charities	Charities Act 1993, section 79
Christmas lights	Power to provide to attract visitors	LGA 1972, section 144
Citizens Advice Bureau	Power to support	LGA 1972, section 142

Clocks*	Power to provide public clocks	Parish Councils Act 1957, section 2
Closed churchyards	Power (and sometimes duty) to maintain	LGA 1972, section 215
Commons and common pastures	Powers in relation to enclosure, regulation and management, and providing common pasture	Inclosure Act 1845; Local Government Act 1972, section 8(4); Smallholdings and Allotments Act 1925, section 34
Community centres	Power to provide and equip community buildings	LGA 1972, section 133
	Power to provide buildings for use of clubs having athletic, social or educational objectives	Local Government (Miscellaneous Provisions) Act 1976, section 19
Conference Facilities*	Power to provide and encourage the use conference facilities	LGA 1997, section 144
Consultation	Right to be consulted by principal councils if directed by Secretary of State (England) or by Welsh Assembly (Wales)	Local Government and Rating Act 1997, section 144; Local Government Act 1972, section 33A
Crime prevention*	Power to spend money on various crime prevention measures	Local Government and Rating Act 1997, section 144
Drainage	Power to deal with ditches and ponds	Public Health Act 1936, section 260
Entertainment and the Arts*	Provision of entertainment and support for the arts including festivals and celebrations	LGA 1972, section 145
Flagpoles	Power to erect flagpoles in the highways	Highways Act 1980, section 144
Free Resource	Power to incur expenditure not otherwise authorised on anything which in the council's opinion is in the interests of the area or part of it or all or some of the inhabitants	LGA 1972, section 137
Gifts	Power to accept gifts	LGA 1972, section 139
Highways	Power to maintain footpaths and bridleways	Highways Act 1980, subsections 43 and 44
	Power to light roads and public places	Parish Councils Act 1957, section 3
	Power to provide parking places for vehicles, bicycles and motor-cycles	Road Traffic Regulation Act 1984, section 14
	Power to make a dedication agreement for a new highway or widening of an existing highway	Highways Act 1980, subsections 30 and 31
	Right to veto application to magistrates court to stop up, divert or cease to maintain a public highway	Highways Act 1980, subsections 47 and 48
	Power to complain to a local highway authority that a highway is unlawfully stopped up or obstructed	Highways Act 1908, section 130
	Power to plant trees etc. and maintain roadside verges	Highways Act 1980, section 96
	Power to prosecute for unlawful ploughing of a footpath or bridleway	Highways Act 1980, section 134
	Power to provide traffic signs and other notices	Road Traffic Regulation Act, 1984, section 14
Interests	Duty to declare an interest	LGA 1972, section 94
Investments	Power to participate in schemes of collective investment	Trustee Act 1961, section 11
Land	Power to acquire land by agreement, to appropriate land and to dispose of land	LGA 1972, subsections 124, 126 and 127

	Power to acquire land by compulsory purchase	LGA 1972, section 125
	Power to accept gifts of land	LGA 1972, section 139
	Power to obtain particulars of persons interested in land	Local Government (Miscellaneous Provisions) Act 1976, section 16
Lighting	Power to light roads and public places	Parish Councils Act 1957, section .3 and 1980, section 301
Litter*	Power to provide litter bins in streets and public places	Litter Act 1983, subsections 5 and 6
Lotteries	Power to promote lotteries	Lotteries and Amusements Act 1976, section 1
Meetings	Duty to hold annual parish meeting	LGA 1972, Schedule 12 paragraph 23
	Duty to hold annual parish council meeting	LGA 1972, Schedule 12 paragraph 7
	Power to convene a parish meeting	LGA 1972, Schedule 12 paragraph 14
Mortuaries and post-mortem rooms	Power to provide mortuaries and post-mortem rooms	Public Health Act 1936, section 198
Newsletters	Power to provide information relating to matters affecting local government	LGA 1972, section 142
Nuisances*	Power to deal with offensive ponds, ditches and gutters	Public Health Act 1936, section 260
Open Spaces	Power to acquire and maintain open spaces	Public Health Act 1875, section 164 Open Spaces Act 1906, subsections 9, 10 and 11
Parish documents	Power to give directions as to custody of parish documents	LGA 1972, section 226
Parking facilities	Power to provide parking places for motor vehicles and bicycles	Road Traffic Regulation Act 1984, subsection 63
Parks and pleasure grounds	Power to acquire land or to provide recreation grounds, public walks, pleasure grounds and open spaces and to manage and control them	Public Health Act 1875, section 164; LGA 1972, Schedule 14 paragraph 27; Public Health Act 1890 Amendment Act 1890 section 44
Public buildings and village halls	Power to provide buildings for offices and for public meetings and assemblies	LGA 1972, section 133
Public conveniences	Power to provide public conveniences	Public Health Act 1936, section 87
Publicity	Power to provide information about matters affecting local government	LGA 1972, section 142
Records	Power to collect, exhibit and purchase local records	Local Government (Records) Act 1962, sections 1 and 2
Recreation*	Power to provide a wide range of recreational facilities	Open Spaces Act 1906, section 9-10, Local Government (Miscellaneous Provisions) Act 1976, section 1
	Provision of boating pools	Public Health Act 1961, section 54
Seats and shelters*	Power to provide roadside seats and shelters	Parish Councils Act 1957, section 1
Town and Country planning	Right to be notified of planning applications	Town and Country Planning Act 1990, paragraph 1 of Schedule 1; paragraph 2 of Schedule 1A (as amended)

<b>Town status</b>	<b>Power to adopt town status</b>	<b>LGA 1972, subsections 245 and 245B</b>
<b>Tourism*</b>	<b>Power to contribute to encouragement of Tourism</b>	<b>LGA 1972, section 144</b>
<b>Traffic calming</b>	<b>Power to contribute to the cost of traffic calming measures</b>	<b>Highways Act 1980, section 274A</b>
<b>Transport*</b>	<b>Power to (a) establish car-sharing schemes; (b) make grants for bus services; (c) provide taxi-fare concessions; (d) investigate public transport, road use needs; (e) provide information about public transport services</b>	<b>Local Government and Rating Act 1997, s Transport Act 1985, section 106A</b>
<b>Village signs</b>	<b>Power to use decorative signs to inform visitors</b>	<b>LGA 1972, section 144</b>
<b>Village greens*</b>	<b>Power to maintain, to make bylaws for and to prosecute for interference with village greens</b>	<b>Open Spaces Act 1906, section 15; Inclosure Act 1856, section 12; Commons Act 1876, section 1</b>
<b>Village Halls*</b>	<b>(see Community centres and Public buildings)</b>	
<b>War memorials</b>	<b>Power to maintain, repair and protect war memorials</b>	<b>War Memorials (Local Authorities Powers) Act 1948, section 1 as extended by LGA 1948, section 1</b>
<b>Water supply</b>	<b>Power to utilise any well, spring or stream to provide facilities for obtaining water from them</b>	<b>Public Health Act 1936, section 125</b>