



THORNABY TOWN COUNCIL

GENERAL DONATIONS POLICY

Section 137 of Local Government Act 1972 "A Local authority may, subject to the provisions of this section, incur expenditure which in their opinion is in the interest of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants".

Accordingly the Town Council have adopted the following policy irrespective of the power under which it makes the donation.

1. All applicants are required to complete the Town Council's Donations Application Form. (which can be accessed via the Town Council's website or by hard copy).
2. All successful applicants are required to complete the Thornaby Town Council Evaluation Form. Failure to do so can result in the rescinding of the grant and a request for its return.
3. The Town Council have limited funds for donations, accordingly grants are targeted to activities which benefit as many people as possible in Thornaby.
4. All organisations are required to submit their last audited accounts except other Local Authorities who are required to give a full budget breakdown of the proposed activity.
5. Any applicant receiving a grant of £100 or more is required to acknowledge Thornaby Town Council's contribution and set out how this will be done.
6. All grant applications are considered at an appropriate Finance & Resources Committee and ratified at the Town Council meeting.
7. Organisations who are granted a donation are required to indicate how they will advertise the Town Council's financial support i.e. website/newsletter.

SPECIAL PROVISION

All donation requests should adhere to the specifications of this policy (as above), however there may be applications that will require extra consideration by the Committee/Council, therefore if the Executive Officer/RFO recognises that any such applications require extra consideration then they will be submitted to the Finance & Resources committee under 'Special Provisions' within this policy.



CONDITIONS OF FINANCE

- Applications will not be considered from Private organisations operated as a business to make a profit or surplus.
- Applications will not be considered from “upward funders” i.e. local groups whose fundraising is sent to the Headquarters for redistribution **unless** proof is given that the grant is spent at local level.
- An organisation is required to have a bank account in its own name with two authorised representatives required to sign each cheque.
- Ongoing commitments to award grants or subsidies in future years will not be made (unless budgeted for). A fresh application will be required in all cases.

— Policy ends here —