

St Keyne Parish Council

www.stkeyneparishcouncil.org.uk

Grants & Donations

Terms & Conditions

Use of the grant or donation

The grant you have been awarded can only be used for the purpose for which you originally applied. You cannot use the money for something else after we have made our decision. Councillors cannot award you more money than you have applied for.

We may need to see receipts for items you have purchased that we have funded.

If the final cost for an item is higher than your original application or the costs over run, your organisation will be responsible for paying the difference.

St Keyne Parish Council cannot claim back the VAT on your behalf.

Permissions

If your project requires permissions to take place, this must be granted before we will pay you the money. This may include planning permission, street licences or public liability insurance. It is your responsibility to check beforehand.

Publicity

When you publicise your event, please acknowledge the support of the Parish Council in your printed material and online.

Our Equalities Statement

By accepting this grant, you must also commit to working in an inclusive and legal way. This means that:

‘This group/project is committed to working in a way which values and treats all people with respect and dignity. The group or project, through its practices, will ensure that no member of the public, employee, volunteer or job applicant will receive less favourable treatment or suffer unlawful discrimination on the grounds of age, disability, faith, race, gender, gender identity or sexuality.’

We expect you to consider the needs of the people you work with (paid or unpaid) and visitors to your event or project, so that no-one loses out on the opportunity to participate and enjoy themselves.

Our Safeguarding Statement

If you come into contact with children or vulnerable adults (either as volunteers or people attending your event), we expect you to have thought through how they will be supported and protected. If you don't have a policy, this is what we expect you to sign up to:

‘This group is committed to ensure that its organising committee, volunteers and those who participate in activities run by the organisation have an understanding of Safeguarding Children, Young People and Vulnerable Adults and what forms abuse may take and that they know where to raise concerns if abuse is suspected or reported.’

This means that everyone who works with you (paid or unpaid) has an awareness of what safeguarding means, and are clear on what action they should take if they have any concerns. This will include designating a key person in your project team who can listen to any concerns and decide what best course of action to take if necessary.

Support and advice

We want your project to succeed. If this is your first event, we strongly advise you to make time to meet with anyone that we recommend who can support you. In certain circumstances, the Parish may delegate one of its own officers or a councillor to attend your planning meetings to ensure that you have the necessary skills to make your event a success.

Contact St Keyne Parish Council	
Web	www.stkeyneparishcouncil.org.uk
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