

**MANOR OF BRIESTWISTLE ALLOTMENT CHARITY**  
**GRANTS POLICY**

**INTRODUCTION**

The Trust was established to benefit the inhabitants of the historical Manor of Briestwistle, an area that is now recognised as including the current village of Grange Moor and areas to the north-east of the village up to, but not including the area currently known as Thornhill, as shown on the map on the entry web page.

The only asset of the Trust was a piece of land in Grange Moor which historically generated a very minimal income from garden and garage lets on a small part. The site was sold in 2022, and the proceeds used to purchase investment products.

The objects of the Trust are to apply the clear income for any charitable purposes for the benefit of the inhabitants of the area of benefit.

Arising from the investment the Trust has a small amount of funds available to provide grants for largely community-based projects.

The Trust is administered by Kirklees Council which acts as Corporate Trustee. This is distinct and separate from the role of Kirklees as a local authority.

**SCHEME**

Any application for a grant must satisfy the following criteria before consideration will be given by the Corporate Trustee as to whether or not to award a grant, be that the whole or a part of the sum applied for.

Applicable Area

The project must be of demonstrable benefit to the inhabitants of the beneficial area only.

Where the application is for a project to be promoted within the beneficial area, any application must be able to show that more than half, and ideally a much higher proportion of the potential benefactors are currently resident within the applicable area.

The assisted project must take place within the applicable area and be open to all inhabitants should they choose or wish to participate.

Purposes of application for grant support

The grant can be awarded for any reasonable purpose subject to the following

- (a) voluntary and community organisations (up to £5,000)
  - (b) individuals for community beneficial purposes only (up to £500)
- new start-up businesses that have a demonstrable benefit to the Briestwistle community; (up to £2,000)
- and
- schools or childcare facilities, but only where more than half of the attendees are resident in the current area of benefit (up to £2,000).

No more than one application in any twelve-month period by the same applicants will be considered by the Corporate Trustee.

### Exclusions

The following are not permitted to apply for assistance under this scheme:

- (a) individuals in their sole capacity (except as to (b, c) above).
- (b) an organisation trading for profit (except as to (c) above; or
- (c) a public body (except as to (d) above).

### Project Support

No project will be supported where: -

its objective is to contribute to the ongoing costs of an existing institution or operation, including routine repairs.

an organisation has adequate funding already available to them to meet the costs of the project.

All proposals will require a demonstration of the ongoing benefits for the inhabitants of the area of benefit from the project proposed for support. Where the support is by way of an investment, the applicant must demonstrate the ongoing benefit from the investment and that the project objectives can sustain without further support from the Trust.

### Funding

It is envisaged that the arrangements will provide for a grant of a fixed sum for the purposes described in the application which will pay for.

- (a) specific items of goods, services or equipment; or
- (b) agreed works (including consultancy fees); or
- (c) make an agreed fixed, capped and/or proportion of support to the same; or provide support by way of occasional subsidy to participants, or to the organisation of an event benefitting inhabitants of the area.

Applicants will be required to demonstrate the funds that they have generated, anticipate generating and what funds have been secured from other parties. The grant assistance will not duplicate any of these sources.

Grants will be exclusive of VAT when the applicant is able to obtain recovery from HMRC.

### Payment of the Grant, and Project Monitoring

Payment will usually be paid on demonstration that the project has been completed, though in some cases, where this can be justified, some funding may be released in advance, or by agreed stage payments.

All grant recipients are required to provide details of completion of the project and an assessment of the achievement of the stated objectives.

Sometimes this may be before release of the final funds.

If in the opinion of the Corporate Trustee the project has not been delivered appropriately against the stated objectives, the Corporate Trustee may withhold grant or seek to recover grant already paid.

### **AUTHORISATION**

All applications will be assessed by officers on behalf of the Trust and, subject to the compliance with these scheme rules, will be presented to the Corporate Trustee with a recommendation, be that to award the whole or a part of the amount of grant being applied for or to recommend refusal of the application as not falling within these guidelines.

The Corporate Trustee will formally consider each application.

The Corporate Trustee will consider the merits of each application and will consider first the absolute merit of each application, (to determine if a proposal is worthy of support), and then the priority of each application, recognising that the funds available for support each year are limited.

### **OFFICERS ROLE**

Officers will arrange administration of the scheme, including production of reports assessing each application, and the monitoring and making of payments approved by the Corporate Trustee and ensuring funds have been expended in respect of the purpose of the application.

### **APPLICATIONS**

Can be made at any time via the entry web page.

Applications are considered approximately 4 times per year and where an award is agreed to be made all efforts are put in to try and ensure early payment.