

# Church Aston Parish Council

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## Community Grants Policy & Application Form 2025

### SUBMISSION OF APPLICATIONS

Applications for grant funding may be made on the form prepared by the Parish Council (enclosed within this document).

Grant applications are ordinarily considered in September of each year.

Completed application forms should be returned by email to:

[clerk@churchastonparishcouncil.gov.uk](mailto:clerk@churchastonparishcouncil.gov.uk) or sent via post to: **Clerk to Church Aston PC, c/o 25 Farm Grove Newport Shropshire TF10 7PX** not later than Friday 22nd August 2025

### CONSIDERATION OF APPLICATIONS

1. Applications should contain sufficient information to allow an objective decision to be reached by the Parish Council.
2. Applications should be for local community groups and clearly demonstrate the benefits for the residents / communities of Church Aston Parish.

## COMMUNITY GRANT APPLICATION FORM 2025

|  |  |
|--|--|
| Name of organisation or individual:  |  |
| Amount of grant requested?   |  |
| What is the grant funding to be used for?  |  |
| Please provide details of any other grant funding applied for and / or received in respect of the above:   |  |
| Please outline what steps are to be taken to ensure 'Best Value' for the residents of Church Aston Parish: |  |
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## Applicants Declaration:

1. I acknowledge that if the group is unable to use the grant for the stated purpose(s) (within 12 months of the award), all monies must be returned to Church Aston Parish Council.
2. I acknowledge that Church Aston Parish Council is to be provided with receipts, proof of purchase or clear evidence of expenditure within 12 months of the grant being received.
3. Church Aston Parish Council reserves the right to request evidence to confirm that grants are spent in line with the original application. Where it is not satisfied that this is the case monies granted are to be returned.

|                                       |  |
|---------------------------------------|--|
| Signature of the applicant:           |  |
| Name of the applicant (please print): |  |
| Position:                             |  |
| Date:                                 |  |
| Address for Correspondence:           |  |
| Email Address:                        |  |
| Name of Bank Account:                 |  |
| Sort Code:                            |  |
| Account Number:                       |  |

## Notes:

- Grants cannot be awarded to individuals.
- Grants will not be made retrospectively.
- The Parish Council does not encourage groups to become reliant on grants and therefore will not generally make awards for similar items on a regular basis.
- The grant must be used for the purpose for which the application was made,
- Receipts, proof of purchase or clear evidence of expenditure should be retained for a period of 12 months from the date of the grant being received.
- If the group is unable to use the grant for the stated purpose (within 12 months of the award), all monies must be returned to the Parish Council.
- Church Aston Parish Council reserves the right to request evidence to confirm that grants are spent in line with the original application. Where it is not satisfied that this is the case monies granted are to be returned.