



# LONG WITTENHAM PARISH COUNCIL

## Charitable Giving Policy

### 1) Introduction

- a) In common with all parish councils, Long Wittenham Parish Council (the Council) receives requests from third parties for donations. The power for the Council to donate is contained in the Local Government Act 1972, section 137, which allows a local authority to spend a limited amount on activities for which it has no specific power, but which the authority considers 'will bring direct benefit to the area, or any part of it or all of some of its inhabitants'. The Local Government and Housing Act 1989 added the requirement that the benefit obtained should be commensurate with the expenditure incurred.
- b) Should the Council at some point in the future determine that it is eligible to use the Power of Well Being, all donations made by Long Wittenham Parish Council will be made under the Local Government Act 2000 s.2.
- c) The Council regularly receives donation requests and sets out the spending limits under these powers in its annual accounts. It has determined the need for policy guidelines to follow when deciding upon making a grant. This document sets out the policy adopted by Long Wittenham Parish Council at its meeting on 11 December 2013.

### 2) Policy Statement

- a) It is the policy of Long Wittenham Parish Council that where charitable organisations, supported by local people, can provide facilities and services for the community, they are supported financially in so doing. The Council will earmark a sum within each annual budget to be used at the sole discretion of the Council in furtherance of this policy.

### 3) Conditions of donations:

- a) All requests must promote the well-being of Long Wittenham residents or the fabric of the parish.
- b) Applications must give an indication of the:
  - i) amount required
  - ii) purpose to which it will be put
  - iii) number of Long Wittenham residents who have benefited from any activity or an explanation of the direct benefit to Long Wittenham as a Parish of any activity of the body within the last 12 months
  - iv) proportion of the overall activity of the applicant body work within/for Long Wittenham represents in percentage terms.
- c) Requests will not be considered from individuals, non-charitable bodies outside of Long Wittenham Parish or for work unrelated to Long Wittenham.
- d) Requests will not be considered from charitable bodies that have not demonstrated benefit within/for Long Wittenham within the preceding 12 months, or if it is the considered opinion of the

# LONG WITTENHAM PARISH COUNCIL

Council that there is no reasonable expectation that any benefit within/for Long Wittenham is likely to be gained within the following 12 months.

- e) Requests will not be considered from bodies from other areas of the UK unless the service they provide significantly benefits the parish or its residents.
- f) Requests should be for the following financial year and are for single donations. The Council does not commit to continuing support and no donation or series of donations is to be taken as an indicator of future funding.
- g) The sum of money requested should be commensurate to the benefit obtained by Long Wittenham when compared to the overall activity of any organisation requesting such a donation. This is to mean that an organisation for which activity in Long Wittenham represents a very small proportion of its overall activity (e.g. a national charity) will not be eligible for as large a donation as a body for which the majority of its activity is promoting the wellbeing of Long Wittenham residents (e.g. a local Long Wittenham charity).
- h) The decision of the Council is final.

## **4) Procedure**

- a) All donation requests will be considered at the March Council meeting. No donations will be made at other times except at the sole discretion of the Council.
- b) At that meeting the Council will first consider the financial position of the Parish and agree the total sum to be made available for donations.
- c) The Council will decide which requests are to be refused. It is not the policy of the Council to provide notice of this decision unless a stamped addressed envelope is provided for the purpose.
- d) Of those donation requests considered favourably, the Council will decide the level of support it is able to make in each case. The amount required notified by the applicant will be used as a guide only.
- e) Applicants who are able to demonstrate the greatest benefit within/for Long Wittenham as a proportion of their activity will be considered more favourably than those for whom such activity is marginal.
- f) Payment will be made by cheque before 31st March.

This Policy was adopted by Long Wittenham Parish Council on 11 December 2013.

# LONG WITTENHAM PARISH COUNCIL

## Application for a Donation

**Date:**

**Organisation Name:**

**Registered Charity Number (if applicable):**

**Address:**

**Email:**

**Telephone:**

**Amount required:**

**Purpose:**

**The proportion of overall activity that the work within / for Long Wittenham represents in percentage terms of the applicant's work:**

**Other relevant information in support of application:**

---

Send application to Long Wittenham Parish Council, 43 Westfield Road, Long Wittenham, Oxon OX14 4RF  
or email to [clerk@longwittenham.com](mailto:clerk@longwittenham.com)