

HAXBY TOWN COUNCIL

GRANTS POLICY

1. Community groups within the parish of Haxby can apply for a grant. Those outside the parish who can demonstrate direct benefit to the residents of Haxby can also apply.
2. Grants can support both capital and revenue projects.
3. Grants can only be made for the benefit of the community - not for an individual.
4. Applications must use/complete the council's grant application form. The completed form can be emailed to clerk@haxbytowncouncil.gov.uk or posted to the council office at the Memorial Hall, The Village, Haxby, YO32 3HT.
5. Groups will be expected to supply the following accompanying documentation:
 - a. An up to date balance sheet or bank statement.
 - b. A copy of the constitution or rules of the group.
 - c. Proof that the group has a bank account with two signatories.
6. Grant applications are initially considered by the Finance Committee which meets every two months. The Finance Committee makes a recommendation which is then considered by the full council which meets every month (except August). Therefore, depending on the timing of the application, it could be up to three months before a decision can be made.
7. Groups can usually only apply once per year unless there are exceptional circumstances.
8. All applications will be considered with regard to the financial stability of the groups and judged on their own merits. Particular attention will be given to the group clearly demonstrating the need for the project.
9. Where possible, a group will be expected to make some contribution from its own funds to the project concerned.
10. Where partnership funding is being sourced outside the parish, the council would wish to see that such funding has been secured prior to awarding a grant.
11. Retrospective applications (i.e. for projects already completed) would not usually be allowed unless there are exceptional circumstances.

Approved: 20/10/25

Review: May 2026