



KINGSTHORPE PARISH COUNCIL

GRANTS PANEL

TERMS OF REFERENCE

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Terms of Reference

Purpose of the Panel: Kingsthorpe Parish Council has a commitment to encourage, support and promote voluntary and charitable organisations within Kingsthorpe for the benefit of the Parish

The purpose of the panel is to consider all grant applications submitted to the Council, in accordance with its Grant Policy

The Council makes an annual budget provision for grants to help meet its aims

Membership: The panel will comprise of a minimum of 5 members (Councillors only)

Quorum: The quorum of the panel shall be 3 members

Frequency of meetings: Quarterly: April, July, October, January

Undertakings:

1. To elect a Chair for each municipal year
2. To review all grant applications and to ensure that they meet the criteria as laid out in the Grants Policy
3. To make recommendations to the full Council on grants to be awarded all recommendations must be within the budget set
4. To consider Council objectives in the awarding of grants
5. To ensure fairness in the awarding of grants
6. To be mindful of the needs of each Council ward in the awarding of grants
7. to notify the applicants and the Parish Council of successful and unsuccessful applications (with reasons, where applicable)