

Harbledown and Rough Common Parish Council

Donations Policy

1. For the purposes of this policy, donations and grants differ only in that a donation is given without the need to be specific about how it is used whereas a grant must be spent specifically for the purpose agreed. Most donations would represent a contribution towards the normal operating costs of providing the service.
2. The criteria for making donations is based primarily on whether the Parish Council considers that a service or action has led or will lead to a benefit to the Parish as a whole or to individuals residing or working in the Parish.
3. It is noted that certain donations may have been made on a regular basis whereas others have been of a one-off nature. However, as part of its annual budgetary and precept setting process, Harbledown and Rough Common Parish Council will review all of the donations it wishes to make regardless as to whether they have been made on a regular basis in the past. This review will initially be made by the Finance Committee who will make recommendations for the Full Council to consider and approve.
4. There may be occasions when either a request is made for a donation during the year or the Parish Council wishes to recognise a specific service undertaken on its behalf. Normal practice would be to defer this request until the following year's budget is being considered. However, there may be occasions when it would be appropriate to make an exception. In these situations, the full Parish Council would need to consider the specific circumstances before making a final decision.
5. Organisations that might be eligible for donations include:
 - Properly constituted community and voluntary organisations.
 - Registered Charities and Community Interest Companies.
6. Donations will not be automatically given. They will be entirely at the discretion of the Parish Council and will be subject to review as part of the Parish Council's annual budgetary and precept setting process. They will also be subject to review by the Internal Auditor. All donations must be approved by a majority of the Parish Council with the Chairman applying the casting vote if required.

This policy was adopted by Harbledown and Rough Common Parish Council on 29th July 2024. Minute reference 117/24.