



# Berwick upon Tweed Town Council

People and Communities Committee

08 June 2021

Appendix B

**Report of Town Clerk**

## **Grant Schemes**

**Access** Public

### **Background**

1. The Town Council makes grants to independent, self-governing organisations in line with the criteria published on the Town Council's website.
2. Applicants complete an application form, also published on the website, and return it to the Town Council office, together with appropriate supporting information detailed in the form.
3. On receiving an application, Officers complete a checklist and add the application to the agenda for the next appropriate meeting, normally a meeting of this committee. The application and checklist form part of the meeting papers and except in very rare circumstances, applications are considered in public.
4. The Town Council budgets for grants for environmental [£1000] or community projects [£1000].
5. Grants are paid to applicants when they provide evidence that they have or will spend the money as described in their application.
6. The Town Council also provides regular support to a number of external organisations, such as Berwick in Bloom, Tweedmouth Feast and Autumn Festivals, where the support is administered as grants [evidence of expenditure required]. These are listed in Table 1.

### **Recommendation**

1. Committee notes the report.

Author	GD	Town Clerk sign off (if required)	GD
Checked by	SC	Finance Officer sign off (if required)	RPL

Table 1 Organisations receiving annual support

Organisation	2021-22 Budget [£]
Autumn Festivals joint promotion	1000
Autumn Festivals AA signs	1600
Berwick in Bloom	900
Film Festival	2000
Food Festival	2000
Heritage Open Days	2000
Literary Festival	2000
Spittal event	2000
Tweedmouth Feast	2000