



Boxley

PARISH COUNCIL

Village Hall Grant Application Form

Please complete this form and attach any other relevant information and send Boxley Parish Council, Beechen Hall, Wildfell Close, Chatham, Kent ME5 9RU. Tel 01634 861237 e-mail clerk@boxleyparishcouncil.org.uk. If necessary, please contact the parish office to discuss your application.

Application from

Title/organisation	
Contact details	
Telephone/email	

Please state or attach an explanation on the amount of grant requested, why you are applying for a grant and the potential benefits for the residents of the parish. If possible, include the number or percentage of members that belong to the organisation and live within Boxley Parish.

Have you attached details of the grant requests to other external sources or fund-raising activities undertaken?	YES/NO
Are you aware whether you have been successful?	YES/NO
Have you included a copy of the last year end accounts?	YES/NO
Have you supplied a copy of your hire fees?	YES/NO
Are there any restrictions placed on who can use/access the services? Please supply details of any restrictions.	YES/NO
Have you made a similar application in the last 24-36 months?	YES/NO
If applicable, registered charity reference number.	

This application will not be accepted unless the organisation's Equal Opportunities Policy is attached or the following (which is the Parish Council's equal opportunities statement) is signed as an acceptance of the principles.

"No service user, employee or job applicant will be discriminated against or receive less favourable treatment on grounds of gender, race, colour, ethnic or national origin, disability, marital status, family commitments, sexual orientation, age, chronic medical condition, religious or political beliefs, social class or trade union activity."

Signed.....date.....

Statement of understanding

I have read and understood the Boxley Parish Council Grants Policy and Procedure information. and if a grant is awarded the organisation agrees to abide by the conditions outlined.

Signed.....date.....

Position in organisation.....

Ref. Policy/grants application form amended 15 June 2020.