



## GRANTS AND AWARDS POLICY

Langstone Community Council will consider applications for grants that they consider are permissible within their statutory powers from Registered Charities, Voluntary Groups or Community Organisations.

To qualify for an award the applicant must be able to demonstrate that any funding from the Council will benefit the Community of Langstone, Llandevaud and/or Llanmartin, or one or more residents of the ward.

Grant applications will be considered by the Finance and Development Committee which meets in November. Dates and times are available from the Clerk or from the Community Council website.

The applicant is welcome to attend the meeting at which the application is to be considered and at the Chairman's discretion may address the Councillors to give background and further information for a maximum period of three minutes.

Applications should be in writing, preferably on the attached form, and sent to the Clerk.

### PURPOSE OF GRANT

1. Purchasing equipment either in part or in full.
2. Funding of transport that will enable group members to partake in a group trip or outing regardless of their incomes.
3. Contributing toward running costs of a group/organisation serving parishioners.
4. Training activities, or to purchase the expertise of an outside trainer/ instructor/ facilitator.
5. Activities that raise the profile of the area.
6. Hosting special events or celebrations.
7. Provision of recreational facilities.

### CONDITIONS

1. Grants may not be awarded to individuals
2. Additional applications within a 12 month period will not normally be considered.
3. The award must be used for the purpose for which the application was made.
4. If the group is unable to use the award for the stated purpose, all monies must be returned to the Council.
5. All awards must be properly accounted for and evidence of expenditure should be supplied if requested. If the Council is not satisfied with the arrangements, they reserve the right to request a refund of monies awarded.
6. Donations to Registered Charities in response to a general fundraising appeal will normally be restricted to an upper limit of £100.

### ELIGIBILITY

1. Any Registered Charity, Voluntary Group or Community Organisation.
2. Agencies that operate within Langstone, Llandevaud and/or Llanmartin and are of benefit to the local community, with the following provisos:
  - The Council will not fund activities that it considers to be the responsibility of a Statutory Authority.
  - Applications from schools for an activity that takes place within the school day will not be considered.
  - The Council cannot fund activities outside its legally defined powers and functions.

## GRANT APPLICATION FORM

Name of organisation		
Registered Charity Number (if applicable)		
Group Contact	Name	
	Position / Role	
	Address	
	Telephone number	
	Email address	
Number of members in the Group		
Number of members resident in the parish		
Bank Account Details (for payment of grant)	Sort Code	
	Account No	
	Account Name	
<p>What will the grant be used for?</p> <p>How will it benefit Langstone residents?</p>		
Name and Contact Details of person nominating the above organisation (if different from main contact)	Name	
	Address	
	Tel No	
	Email	

Return completed form to Heather Jones, Langstone Community Council, Merlin House, Langstone Business Park, Newport NP18 2HJ Email: [clerk@langstonecommunitycouncil.org.uk](mailto:clerk@langstonecommunitycouncil.org.uk)

### **Barradell Award**

#### **Purpose**

The purpose of the award is to acknowledge and reward outstanding contribution to the community by a member of this community, in memory of Councillor David Barradell.

Given the purpose of the award, an amount of £500 will be available to be awarded to a single nominee or a nominated group or to be split across more than one nominee. The amount will be reviewed after 5 years (in 2021).

#### **Structure**

The following categories are suggested;

- **Community champion;** Led or helped to promote activities and active engagement to bring the community together; building a shared sense of place, belonging and community pride
- **Promoting health and wellbeing;** Initiated or supported a project to improve the health and wellbeing of a person or people in the community
- **Creating a safer Langstone;** Led or supported projects to improve community safety and fear of crime
- **Taking pride in Langstone;** led projects or dedicated time and energy to improve the local environment
- **Young Citizen Award;** for young people who have shown their enthusiasm and had the determination and conviction to achieve positive things for the local community. Nominees must be aged 21 and under and live in the Langstone Community Council area

#### **Administering the award;**

A system for proposal, evaluation and administering the award will be put in place to ensure fairness and transparency.

1. **Eligibility criteria;** Any person that lives or works in the Langstone Community Council area is eligible for this award as long as their efforts contribute directly to this community. Members and officers of Langstone Community Council are not eligible for this award.
2. **Nomination;** this must be made by the deadline date published each year. Nominations can be made by Community Councillors or any member of the community.
3. **Judging;** will be carried out by the Finance & Development Committee
4. **Judging criteria;**
  - i. The degree to which their actions have made a lasting or meaningful contribution or impact on their community - 40%
  - ii. The length and degree of their contribution – 20%
  - iii. The extent to which their contribution or action might be considered above and beyond the call of duty – 20%
  - iv. The extent to which their action would be recognised and valued by their peers / community leaders- 20%
5. Individuals will be notified and presentation of the award will be made at the LCC Christmas Concert

**BARRADELL AWARD**  
**NOMINATION FORM**

ABOUT YOU	
Name	
Address	
Tel No	
Email address	

ABOUT THE NOMINEE	
Name	
Address	
Tel No	
Email address	

WHICH CATEGORY APPLIES TO THIS NOMINATION? (Please tick all that apply)	
<b>Community champion</b> Led or helped to promote activities and active engagement to bring the community together; building a shared sense of place, belonging and community pride.	<input type="checkbox"/>
<b>Promoting health and wellbeing;</b> Initiated or supported a project to improve the health and wellbeing of those living locally	<input type="checkbox"/>
<b>Creating a safer Langstone;</b> Led or supported projects <b>Young Citizen Award</b> for young people who have shown their enthusiasm and had the determination and conviction to achieve positive things for the local community. Nominees must be aged 21 and under and live in the Langstone Community Council area.to improve community safety and fear of crime	<input type="checkbox"/>
<b>Taking pride in Langstone;</b> led projects or dedicated time and energy to improve the local environment	<input type="checkbox"/>
<b>Young Citizen Award</b> for young people who have shown their enthusiasm and had the determination and conviction to achieve positive things for the local community. Nominees must be aged 21 and under and live in the Langstone Community Council area.	<input type="checkbox"/>

Please describe why you are nominating this person, covering the following criteria:
<p>The degree to which their actions have made a lasting or meaningful contribution or impact on their community - 40%</p>

The length and degree of their contribution – 20%

The extent to which their contribution or action might be considered above and beyond the call of duty – 20%

The extent to which their action would be recognised and valued by their peers / community leaders- 20%

Please send your nomination by post or email to arrive by 12pm on Wednesday 23<sup>rd</sup> November at  
LCC Office, Merlin House, Langstone Business Park, Newport NP18 2HJ  
[clerk@langstonecommunitycouncil.org.uk](mailto:clerk@langstonecommunitycouncil.org.uk)