



# Brympton Parish Council

**Clerk to the Council, Mrs E M James, MCILM**

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## Parish Funding – Guidance Notes – Application Form

### **What is Parish Funding?**

Brympton Parish Council will consider financial grants to provide financial support for projects/schemes to benefit the residents of the parish of Brympton.

### **Who can apply?**

Applications are welcome from Groups within the parish offering a service/facility for the benefit of the residents. Applications are also welcome from those Groups located outside the parish who would offer a similar benefit. Applicants would be required to show:

- Has its own bank account (with two authorised signatories)
- Is properly constituted
- Has up-to-date accounts

### **What can you apply for?**

Grants will be awarded if they broadly fit into one of the following themes:

- Community Development -Whole Life Learning & Healthy Living
- Housing -Crime & Community Safety
- Encouraging Sustainable Prosperity

All eligible applications are considered on merit

### **When can you apply?**

The Council would normally consider all such applications at its October and March Council Meetings.

### **Making an application**

You will need to complete an application form. Please remember to include with your application:

- Your group's most recent accounts or financial information
- Details of your management committee and/or constitution

### **What happens next?**

Once the application has been received it will be assessed and you may be contacted for further information. You will receive a response to your application within 14 days of the appropriate Parish Council meeting. If it is successful you will receive a letter advising you of the amount to be granted. If you are unable to use the grant for the purpose it was intended then we will withdraw the offer or ask for the grant to be returned.

### **Monitoring and Evaluation**

Within three months of the grants being made the Parish Council would welcome a report on how the grant has been used and what outcomes have been achieved.

### **Need more Information**

If you would like to discuss your project/scheme then do please contact the Parish Clerk Elizabeth James on 01935 424332 or by e-mail [clerk@brymptonparishcouncil.gov.uk](mailto:clerk@brymptonparishcouncil.gov.uk)

1. Name of group

2. Address of group

Name of Contact

Contact Telephone Number (s)

3. Name of project

4. Amount requested

£

5. Briefly describe the project/scheme

6. How will the project/scheme benefit the residents of Brympton?

7. Signature of Applicant (named in section 2)