Weeley Parish Council

Application Form for Grant Funding

Section A – Description of Organisation

Name of Organisation.		
Contact details of organisation. Include address, email, telephone number and website.		
Is this organisation a profit-making concern? Yes/No Is your organisation a registered charity? Yes/No If yes, please provide charity number ……..		
Please provide a brief description of your organisation together with either a set of rules or details of your constitution.		
Contact person. Enter details of a contact person if we have a question in relation to this grant application.	Name:	
	Address: (If different to above)	
	Telephone:	
	Email:	

Section B – Details of requested grant

Grant amount being applied for?	
Reason for grant application.	

Dated : 15/12/2025

Please confirm that you have enclosed a set of audited up-to-date accounts (or if not explain why not)	
How will the grant benefit the residents of Weeley?	
When will the money be spent?	
Please provide details of your bank account should your application be successful.	Bank details for BAC's payments: Name of your bank: Sort code: Bank account number: Name of bank account: Does your bank account require joint signatories:

Section C – Please provide details of other sources of finance

Have you applied to any other body for a grant towards the proposed project? **If yes, please provide details which should include the amount and the decision.**	
What other methods does your organisation use to raise income?	

Dated : 15/12/2025

If this grant application fails, what will happen to your project?	

Section D – Application and declaration

I declare that to the best of my knowledge the information provided in this application form is true.

I confirm that my application meets with the **Eligibility Criteria** as detailed in the Grant Making Policy of Weeley Parish Council.

I confirm that the grant will be used for the purpose stated in this application and that a report will be provided to Weeley Parish Council providing details of the outcome of the project.

Signature: …….
(Electronic submissions can use electronic signatures)

Print Name: ……

Date: ……

Completed application forms should be sent to:
Weeley Parish Council c/o The Parish Clerk Weeley Village Hall,
Old Clacton Road,
Weeley, Essex
CO16 9LW

Or electronically via email: clerk@weeleyparishcouncil.gov.uk

Telephone: 07368 925194

Dated : 15/12/2025

Weeley Parish Council Grant Awarding Policy – Actions to be taken by Parish Clerk

Action required	Details	Date Completed
Date application received		
Date of next available parish council meeting		
Application acknowledged and date of meeting advised		
Further information requested as required		
Application included in Agenda		
Parish Council Decision		
Any further action needed?		
Date organisation advised of decision		
Date money transferred to bank account		

Dated : 15/12/2025