

Easington Parish Council

Receipt Schedule

Date	Description	Amount	Notes	Allocation
31/12/2024	Bank Interest	13.68	Flood Account	Bank Interest
	Bank Interest	89.87	General Reserve	Bank Interest
06/01/2025	VAT Reclaimed	298.01	Reclaim 01/08/24 to 31/12/2024	VAT
06/01/2025	Cemetery Fee	250.00	Interment of Ashes - Non Resident	Cemetery

Total **651.56**

Minute Ref: 25/02/

Key Code:

**Easington Parish Council
Payment Schedule**

Date	Description	Ref:	Amount	Notes	Budget Item	Power to Spend
To NOTE the following Contractual Payments:						
15/02/2025	January Salaries - All Employees		787.28	Paid 15th of the Month unless a Weekend/Bank Holiday	Salaries/HMRC	LGA1972 s112
28/02/2025	Unity Bank Monthly Charge		6.00	28 February 2025	Expenses	LGA 1972 S111
To RESOLVE the following Payments:						
06/02/2025	ERYC		267.78	Removal of Waste following demolition of Kiosk	Village Work	LGA 1972, s111
06/02/2025	Amazon Business*		6.99	Envelopes x 100 - Pay to Clerk Expenses *	Expenses	LGA 1972, s111
06/02/2025	MKM Building Supplies Limited		96.84	Salt for Grit Bins	Village Work	LGA 1972, s111
06/02/2025	Easington Community Hall		58.50	Hall Hire - October / November / December	Hall Hire	LGA 1972, s111
	Total Monthly Payments		1223.39			
To NOTE Internal Transfers of Funds						
05/12/2024	Transfer from Savings to Current Account		2500.00	General Reserve to Cash Account	N/A	Financial Regulations
Signed: Chair of Meeting						
Date: 06 February 2025						
Signed: Kim Dalton - Clerk/RFO						
Date: 06 February 2025						
Signed as Authorisation to pay the above amounts via Bank Transfer from the Community Account						
Notes:						
1. *Clerks Expenses are amounts paid by the Clerk per			6.99			
on behalf of the Parish Council and being reclaimed						
2. Salaries are Gross - inclusive of the HMRC Payment (as HMRC payment fluctuates from month to month) and represent All Employees						
3. Once Authorised for payment the RFO raises payment and Dual Authorisation is made via Councillor(s) J Clublely, R Clublely or H. Jacobs						
4.VAT Section 126 Payments can be reclaimed						
Minute Ref: 25/02/						

Easington Parish Council
Bank Reconciliation

01/04/2024		Notes
Unity - Current Account - 20450685	1016.70	
Unity Savings Account - 20450698	518.86	
Unity Savings Account 20450708	9503.67	
Income	21746.00	
Total	32785.23	
Less:		
Expenditure	18139.14	
Reconciliation as at : 31 December 2024	14646.09	
Closing Balances as at 31/12/2024 :		
Unity Savings Account - 20450698	2056.37	Flood Reserve
Unity Savings Account 20450708	11242.54	General Reserves
Unity - Current Account - 20450685	1347.18	Cash Account
Plus Uncleared Cheques/payments	0.00	
Balance	14646.09	

Signed By Chair:

Date:

Signed By Clerk:

Date:

Easington Parish Council

Bank Reconciliation

01/04/2024

Notes

Unity - Current Account - 20450685	1016.70
Unity Savings Account - 20450698	518.86
Unity Savings Account 20450708	9503.67
Income	22294.01
Total	33333.24

Less:

Expenditure	19341.84
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Reconciliation as at : 31 January 2025 **13991.40**

Closing Balances as at 31/01/2025 :

Unity Savings Account - 20450698	2056.37	Flood Reserve
Unity Savings Account 20450708	11242.54	General Reserves
Unity - Current Account - 20450685	692.49	Cash Account

Plus Uncleared Cheques/payments 0.00

Balance **13991.40**

Signed By Chair:

Date:

Signed By Clerk:

Date:



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Pledge Council

EASINGTON PARISH COUNCIL

EASINGTON PARISH COUNCIL

APPENDIX A - APPLICATION FORM SMALL GRANT FUNDING

Please read the Grant Policy **before** filling in the form.

1. Name and address of your group:

.....
.....
.....
.....

Name of person making the application:

Position in organisation:

Contact phone number:

.....

Email address:

.....

About Your Organisation

2. Are you a registered charity? Yes/No:

If so, please give your charity number:

3. Is your organisation part of, or affiliated to, a larger organisation?

If so, which:

4. How many people will benefit from this funding?

.....

5. How many of these are EASINGTON PARISH Council area residents?

.....%

6. How much funding are you applying for? £..... (max £500)

7. What is the total cost of your project? £.....

8. What would you like the funding for?

--

9. How will you spend the money you are applying for?

Item	Amount
	£
	£
	£
	£
Total	£

10. How else are you funding your project? Include grants from other organisations, fund raising and existing monies:

Source	£	Confirmed?
Total		

11. Will you be passing the funding on to any other groups (except to pay for goods and services)? Yes / No (delete)

12. Have you applied for any other funds/grants towards the cost of this project?

Please provide details below:

13. The Council wants to ensure that its limited grant budget goes to help those most in need. The Council will not normally fund events or activities for which a charge is made e.g. tickets for a dinner or a fee to attend a club. If it is intended to have a charge, please let us know how much people will be charged to access this project and what steps are to be put in place to ensure as many people as possible from the Parish are able to access the project.

If a surplus is to be made please detail how and when these funds will benefit the communities in Easington Parish:

14. If the funding is for work with vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at East Riding of Yorkshire Council?

Yes (name of contact)/ No / Not applicable (delete)

Please ensure a copy of the annual accounts and any quotes are included as stated in Grants Awarding Policy – How to Apply.

Please give us details of the bank account that the grant should be paid into if approved (this cannot be a building society passbook account):

Name of Account:

Account number:

Sort Code: - -

Please ensure you have read the grant policy before signing the form.

Privacy Notice

In accordance with the General Data Protection Regulation (GDPR), I/We agree that Easington Parish Council will process and hold personal information about me/us and my/our group or organisation only in relation to this grant application. I/We consent to my/our personal information, including that contained in this form, being stored manually and/or electronically by Easington Parish Council. It will be held securely and treated confidentially for six years after an application is made. I/We understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that Easington Parish Council may pass details onto an official organisation where required to do so by law or contract. I/We understand that my/our data will be disposed of securely six years after the application and that I/we have the right to correct the information at any time. I/We have been made aware of my/our rights under GDPR.

Declaration:

I/We declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

I/We declare that we have read the grant policy and that our application complies with the policy.

I/We declare that I/we have included all the requested information.

I/We fully understand that if I/we do not include the requested information and/or if mine/our application does not comply with the policy, the application may be rejected.

Signed:

Name:

Date:

For Office Use Only

Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Parish Clerk.

Yes	No (investigate)	
		The grant will result in a benefit for the area covered by the Parish Council and will contribute positively to the area of Easington/Kilnsea and/or Out Newton?
		Is the grant for non-political or non-quasi-political organisations or projects?
		Is the grant application for £500 or less?
		Is the applicant based in the Parish Council area? If not, has the applicant detailed what proportion of beneficiaries of the grant reside in the area?
		Is the grant for the sole use of the applying group and not to pass on money?
		For projects involving vulnerable children or adults, do the organisers have the support of Adult Social Care or Children's Services at East Riding of Yorkshire Council?
		Parish Clerk/RFO in agreement (legal financial delegation)?

Assessing officer:

Date of assessment:

Decision (delete as applicable): reject / return for further information / proceed



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GRANTS AWARDING POLICY

Thank you for your interest in applying for a Grant from Easington Parish Council.

The council awards grants to voluntary organisations and community groups, which in the opinion of the Council are in the interests of the parish and will benefit them in a manner commensurate with the expenditure and where financial need is demonstrated. The aim of the Parish Council, by awarding a Grant, is for improvement in the wellbeing of the Community and to ensure its residents obtain a benefit from any grant awarded.

All applications will be considered on their individual merits. The final decision on assessment of applications and the level of any award offered lies with the Council.

You can apply if you fit the following criteria?

- You are a not-for-profit group operating for the benefit of the community of the Parish of Easington (this includes Kilnsea and Out Newton).
- You have a constitution or other governing document.
- You have an appropriate safeguarding policy if working with children and young people or vulnerable adults.
- You have a Bank / Building Society Current Account in the name of the organisation, with at least two signatories. We are unable to pay money into an individual's account.

What the Council will not fund?

- Loan repayments
- Retrospective applications where the activity or project has already been started or completed.
- Religious or political activities unless unrestricted community benefit can be demonstrated.
- Organisations that discriminate on grounds of age, disability, being married or in a civil partnership, gender reassignment, pregnancy and maternity, race including colour, nationality, ethnic or national origin, religion or belief, sex, and sexual orientation.
- Applications for the benefit of an individual
- Any group that has received a grant from the Council within the current financial year
- Any group whose aims the Council considers to be working within a business or profit-making remit.

Amount of Grant?

- Applications for up to £1,000.00 may be considered – however the average allocation is between £100.00 and £500.00.
- Applicants may be required to meet a proportion of the estimated cost of the project.

Conditions

- If the grant is put to purposes other than those for which it was awarded without the prior approval of the Council, the recipient organisation shall be required to repay the grant
- The organisation shall supply copies of the latest set of its accounts together with any other financial information the council may need
- The organisation should supply such information as the Council may request regarding the impact of the project on the Parish of Easington or its inhabitants.
- Recognition of the grant from the Council must be made in any publicity
- Within a period of time set by the parish council, the group to whom the award of a grant is made is required to submit a written report explaining how the grant has been used.

When to apply?

- Grants are considered by the Council at each Council Meeting
- Completed applications should be forwarded to the Clerk no later than 14 days prior to a meeting, dates of meetings are on Easington Parish Council Website.
- You may be expected to attend the meeting to provide any additional supporting information and answer any questions the Council might have
- Applicants will be notified within a month of the meeting of the Council

How is an application considered?

The Council will consider applications on the following basis:

- How well the grant will meet the needs of the community
- How effectively your group will use the grant
- Whether the costs are appropriate and realistic
- Level of contributions raised locally
- Whether the applicant could reasonably have been expected to obtain sufficient funding from a more appropriate source
- How the group is managed
- How the grant positively benefits residents residing within this parish.

How to apply

Applications must be made in writing to the Clerk, please use the Grant Application Form (Appendix A). The following should be included within the application:

- The amount of funding required.
- When is the funding needed? (a start and end date should be included)

- What is the grant request for? (Please provide as much detail as possible, including how the parish and/or residents of Easington Parish will benefit)
- Details of any other funding sources
- The latest annual accounts of the organisation must be included.

- Copies of quotes must be included if applicable