



**Councillor Locality Budgets**

County Hall,  
Northallerton,  
North Yorkshire,  
DL7 8AD

**Our ref: LB9\100506**

Email: [localitybudgets@northyorks.gov.uk](mailto:localitybudgets@northyorks.gov.uk)

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**Date: 14 January 2026**

Dear Mandy Lambert PC Clerk and Ollie Poulter PC Chair

On behalf of North Yorkshire Council, I am pleased to offer your organisation a grant of £850.00 towards the Repairs to a snicket and the painting of white concrete railings and tidying of the footpath. project/activity, subject to your organisation accepting all of the following conditions:

1. The grant is only to be used for the projects or activities outlined on the recommendation from Councillor Annabel Wilkinson. Any change to this must be agreed in advance by me in writing.
2. The grant cannot be used for projects or activities that have already been completed by the time the grant has been awarded.
3. You will manage the grant through the organisation's bank account (rather than an individual's personal bank account).
4. You will meet all relevant legislative requirements in respect of the projects or activities.
5. You will acknowledge receipt of the grant from the Council in all publicity relating to the projects or activities and in your annual accounts and report.
6. You will complete and return the monitoring form (to be sent) to the Council, with a statement of how the grant has been spent and how it has benefited the local community, within 12 months of the grant being awarded.
7. You will repay to the Council all of the unspent grant at the same time as returning the monitoring form.

8. If requested, within one month you will provide the Council with additional evidence to substantiate the monitoring form (for example copies of quotes and receipts for expenditure).
9. If satisfactory additional evidence has not been provided, or any other condition has been breached, you will repay to the Council all of the grant within one month.
10. You will allow the Council reasonable access to all records relating to the grant and the project or activity for at least four years after the grant has been awarded.
11. The Council may publish information about this grant including the name and contact details of the organisation receiving the grant, the amount paid, the purpose for which the grant is made, how the grant has been spent, and how it has benefited the local community.
12. The grant will not be used for projects or activities that:
  - a. are unlawful or undermine the Council's or a partner's priorities or service delivery.
  - b. will only benefit an individual or an individual family or a private business;
  - c. support political parties or trade unions or employers' associations or groups affiliated with any of these;
  - d. support lobbying;
  - e. seek to promote a faith or belief as their main purpose;
  - f. are contrary to the Council's equality and diversity policy; or
  - g. actively or vocally oppose fundamental British values.
13. You will not use the grant to support expenditure on VAT reclaimable by you from HM Revenue and Customs.

If you want to accept the grant, two officers authorised by your organisation must sign and return one copy of this letter, within three months of the date of this letter to the Council, together with details of your bank account.

Yours sincerely

Rachel Joyce  
Assistant Chief Executive Local Engagement

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We, being authorised on behalf of the organisation, agree to and accept the above terms relating to the provision of the grant:

**Signatures from two members of the organisation are required**

| Signature | Full name | Office held in the Organisation | Date |
|-----------|-----------|---------------------------------|------|
|           |           |                                 |      |
|           |           |                                 |      |

Contact details for the organisation:

|                                    |  |
|------------------------------------|--|
| Full (legal) name of organisation: |  |
| Working name (if different):       |  |
| Name of contact person:            |  |
| Position in organisation:          |  |
| Postal address:                    |  |
| Email address:                     |  |
| Telephone number:                  |  |
| Website address:                   |  |

Please give any reference or registration numbers for the organisation (if applicable):

|                                          |  |
|------------------------------------------|--|
| Charity Commission for England and Wales |  |
| Companies House                          |  |
| Other reference numbers (please specify) |  |
| VAT number (if applicable)               |  |

Payment of the grant will be made by bank transfer – please supply the following information:

|                                                         |  |
|---------------------------------------------------------|--|
| Account name as shown on organisation's bank statement: |  |
| Account number:                                         |  |
| Sort code:                                              |  |
| Name of bank:                                           |  |
| Address of bank:                                        |  |

