



Business Insight

County Hall
Colliton Park
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☎ 01305 224306

🌐 www.dorsetcouncil.gov.uk

Mr. Neil Wedge
Chief Officer
Dorset Association of Parish & Town
Councils
Colliton Annexe,
Colliton Park,
Dorchester,
DT1 1XJ

Date: 10/02/22

Ref: DAPTC 21-23

Officer: Laura Cornette

☎ 01305 224306

✉ Laura.cornette@dorsetcouncil.gov.uk

Dear Mr. Wedge,

Offer of Grant: Infrastructure Grant of £59,550

I am very pleased to inform you that Dorset Council has agreed to support the Dorset Association of Parish and Town Councils with a strategic infrastructure grant of £59,550 to cover the period 1st April 2021-31st March 2023.

This grant is being made from the Council's Community Capacity Budget. This provision for the DAPTC offer (detailed below), is an asset to Dorset Council and we hope that our financial support, at a time of severe budget reductions, helps other funders recognise the value Dorset Council places on your organisation.

This letter will clarify our grant agreement with Dorset Association of Parish and Town Council's (the accountable body). I would be grateful if you could arrange for an authorised officer of the Trust to sign one copy of this letter and return it to me. The second copy is for your records.

1. The Grant

- 1.1 The grant is for £29,775 in total.
- 1.2 The grant is for £29,775 for financial year 2021-22 and £29,775 for financial year 2022-23.
- 1.3 The grant is for the period 1st April 2021 – 31st March 2023 inclusive

2. Description of work supported

- 2.1 To work with Dorset Council to develop and deliver the Working Together programme, acting as the consultation, communication and feedback channel for Town and Parish Councils with Senior Leadership Team
- 2.2 To support and facilitate the development of best practice approaches for devolvement of services to Town and Parish Councils that meet local community needs where appropriate and in consultation and partnership with Town and Parish Councils.
- 2.3 To contribute towards sector capacity building, skill development and training
- 2.4 Support improving the communications and engagement of parish and town councils by ward members of Dorset Council.
- 2.5 Supporting the development of communications and engagement channels for all parishes across the Dorset Council area using the latest technology.

3. Standard Terms and Conditions

- 3.1 The grant is to be used for the purpose described in section 2.
- 3.2 The grant must be drawn-down annually by 17/3/2022 and the 17/03/2023.

- 3.3 Any changes to the use of the grant or to the objectives of the project funded must be agreed in advance by the relevant office at Dorset Council.
- 3.4 Failure to comply with the terms and conditions of this grant will result in withdrawal of the grant offer or the grant reclaimed.
- 3.5 Dorset Council does not commit to renew or continue financial support to the Recipient beyond expenditure of the Grant Amount.

4. Claiming the Grant

- 4.1 Please return one copy of this offer letter signed by an authorised officer or trustee. This will act as the formal grant agreement.
- 4.2 Payment will be made by a budget transfer arranged through our service accountants.
- 4.3 Once the terms and conditions of the grant offer have been met, please submit an invoice quoting our reference number in order for the first payment to be made.

5. Specific Terms and Conditions and Monitoring

- 5.1 The grant can be drawn-down until the drawdown deadline.
- 5.2 The Chief Officer will submit an annual Outcomes Impact report, to the Business Partner – Communities and Partnerships

6. Governance

- 6.1 The Chief Officer will attend progress reviews with the Executive Director for Place or their representative on a quarterly basis to discuss detail as specified in item 2.

I would like to take this opportunity to wish DAPTC every success. If you have any queries about this grant offer, please do not hesitate to call me on 01305 224306.

Yours sincerely

Laura Cornette
Business Partner – Communities and Partnerships



Acceptance of Offer of Grant

I have read the terms and conditions of this grant offer as set out in this offer letter and fully accept them as forming a binding agreement.

Signed	Neil Wedge
Date	11 th February 2022
Print Name	N S Wedge
Position In Organisation	Chief Executive
Organisation and Address	Colliton Annexe, County Hall, Dorchester DT1 1XJ
Telephone Number	01305 260972

Please return one signed copy of this agreement to
, **County Hall, Colliton Park, Dorchester, Dorset, DT1 1XJ**