

Essex County Council (ECC) Local Community Fund 2025/26

Terms and Conditions

1. These terms and conditions apply to all grants or other payments from the Local Community Fund.
2. No payment will be made unless:
 - (a) the recipient has confirmed in writing that it agrees to these terms and conditions
 - (b) Essex County Council has made a confirmed offer of funding.
 - (c) the recipient has provided satisfactory evidence that it is a properly constituted body eligible under the terms of the scheme.
 - (d) the recipient has provided details of a bank account which is used exclusively by the recipient.
 - (e) A valid claim has been received (see paragraph 5).
3. Local Community Fund money cannot be spent/claimed on:
 - (a) an organisation in which the Councillor is involved, unless the Leader agrees otherwise;
 - (b) an organisation which is political or undertakes any political campaigning activity
 - (c) on a councillor's constituency business;
 - (d) anything which has a significant ongoing maintenance or support liability which ECC would be required or expected to bear – unless there is a separate agreement to bear the cost with funding identified;
 - (e) anything which benefits a particular individual, business or 'for profit' organisation;
 - (f) any organisation which does not operate on an inclusive basis – services must be available to the community without discrimination (recognising that some services are only useful to certain groups);
 - (g) any organisation which has previously misused public money;
 - (h) anything which is unlawful - including
 - (i) doing work to the highway without any necessary consent of Essex Highways
 - (ii) doing work to someone else's land without the consent of the landowner,
 - (i) reimbursing someone for expenditure which they have already committed to make before the nomination was submitted by the Councillors
 - (j) an organisation's day to day running costs for which they have or should have already budgeted.
4. The minimum award is £1000. We will only make part payments where the amount claimed is at least £500 – we will not make part payments of less than this sum.
5. No payment will be made other than with respect to claims received by ECC by the 20 March 2026. The **sole** exception to this is that where a scheme is for the provision of services which are provided after 20 March 2026 and, as a consequence, further expenditure is to be incurred after 20 March 2026, then we will accept claims up to and including 30 June 2026 (but no later).

6. No payment will be made other than in response to a claim form which is either
 - (a) accompanied by receipts; or
 - (b) approved by the Democracy Service as an appropriate case to make payment in advance.
7. No payment will be made other than by BACS to the bank account notified to ECC by the recipient.
8. Where the Council agrees to make payment in advance:
 - (a) the recipient must spend the money no later 20 March 2026.
 - (b) the recipient must return any unspent money to ECC on demand.
 - (c) the recipient must submit receipts within one month of expenditure.
9. The recipient must provide ECC with such information as ECC may reasonably require about how Local Community Fund money has been spent and the community benefit which has arisen.

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