

# **SALTASH TOWN COUNCIL**

## **ONGOING GRANT FUNDING AGREEMENT**

**Date:**

**Between:**

Saltash Town Council, The Guildhall, 12 Lower Fore Street, Saltash, PL12 6JX  
("the Town Council")

**and**

Saltash Youth Network [Address]  
("the Recipient")

### **1. Purpose of the Funding**

The Town Council agrees to support the Recipient through the provision of grant funding, reviewed on an annual basis, to assist in strengthening voluntary youth provision within Saltash.

The Funding must be used solely for activities that support, coordinate or enable youth services within the town in accordance with this Agreement.

This Agreement shall remain in force unless terminated in accordance with its terms. The award and level of funding are subject to annual review and approval as part of the Town Council's budget-setting and decision-making process.

For the avoidance of doubt, this Agreement relates solely to the provision of grant funding and does not constitute a contract for services, nor does it create a partnership, agency, or employment relationship between the parties.

### **2. Amount and Funding Period**

Grant funding of £[amount] shall be provided for the financial year 1 April [year] to 31 March [year].

Payment will be made by bank transfer following acceptance of this Agreement.

### **3. Reporting and Monitoring**

The Recipient shall provide an annual written report summarising activities undertaken, together with a financial summary detailing how the Funding has been spent.

The Chairman of the Town Council shall be invited to attend the Annual General Meeting of the Recipient.

The Town Council may reasonably request further information to satisfy itself that public funds have been used appropriately.

### **4. Safeguarding and Compliance**

The Recipient confirms it has appropriate safeguarding policies in place and complies with all relevant legislation, including health and safety, equality and data protection requirements. Safeguarding policies shall be provided on request.

### **5. Termination and Recovery of Funds**

Either party may terminate this Agreement by giving 30 days' written notice.

The Town Council may terminate the Agreement with immediate effect and recover all or part of the Funding if it is misused, unspent, or if the Recipient ceases to operate. Any sums due shall be repaid within 28 days of written notice.

### **6. Information and Data Protection**

The Town Council is subject to the Freedom of Information Act 2000 and may be required to disclose information relating to this Agreement.

Both parties shall comply with applicable data protection legislation.

### **7. Governing Law**

This Agreement shall be governed by the laws of England and Wales.

### **Signed on behalf of Saltash Town Council**

Name:

Position:

Signature:

Date:

**Signed on behalf of Saltash Youth Network**

Name:

Position:

Signature:

Date:

DRAFT