



AGENDA

- 31. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES**
- 32. DECLARATIONS OF INTEREST**
- 33. RESOURCES COMMITTEE MEETING – 05 JANUARY 2026 MINUTES**
- 34. BUDGET MONITORING REPORTS**
- 35. FINANCIAL DONATIONS**
- 36. MINI GOLF**
- 37. WOODLEIGH**

¹ Under the Openness of Local Government Bodies Regulations 2014, recording of the meeting by any person is permitted. Those filming or otherwise recording the meeting should respect the rights of other members of the public attending and should not disrupt the meeting.

**BARNARD CASTLE TOWN COUNCIL
RESOURCES COMMITTEE**

09 MARCH 2026

DETAILED AGENDA

31. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Recommendation – That the submitted apologies be approved.

32. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Constitution (Members' Code of Conduct) (Minute 10/May/19 refers), Members will be asked whether they have any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members are reminded that a declaration can be given later in the meeting if a need arises during discussion.

33. RESOURCES COMMITTEE MEETING – 05 JANUARY 2026 – MINUTES (ENCLOSED)

Recommendation – That the minutes of the meeting on the 05 January 2026 be approved as a true record.

34. BUDGET MONITORING REPORTS (ENCLOSED)

Reports on the income and expenditure activity of the Council from 01 December to 31 January 2026.

Recommendation – That the information be received and noted.

35. FINANCIAL DONATIONS

Applications have been received from Barnard Castle Police to assist the funding of an RTC Awareness Day with local schools, and Barnard Castle Meet to assist with the costs of putting on the 2026 Meet. (submitted).

Applications for Financial Donations would normally go through Partnership, but as there is no meeting planned, it is coming to this committee. Budget remaining £500

36. MINI GOLF

Ahead of the course opening in 2026 it is recommended that the prices are increased as follows:

	<u>2025</u>	<u>2026</u>	
<u>Single Ticket</u>	£3	£4	
<u>Group Ticket</u>	£9	£12	(Group being 4 for the price of 3)
<u>Loyalty Ticket</u>	£15	£20	(Loyalty being 7 for the price of 5)

As there has been no price increase since 2017 it is necessary for this now given the increases to the National Minimum Wage, ongoing running costs and indeed improvements needed for the maintenance of the course.

Recommendation – That the mini golf price increased is approved.

37. WOODLEIGH

In preparation for the proposed changes to the layout of the ground floor and the Dawson Room, approval is sort for the purchase 4 x room dividers at a net cost of £1,907.40

<https://www.officereality.co.uk/prod/busy-screen-triple-safety-screens>

**BARNARD CASTLE TOWN COUNCIL
RESOURCES COMMITTEE**

05 JANUARY 2026

PRESENT: Cllrs, Kirkbride, Thompson, Foote-Wood & Chatterjee

Officers: Mr Clark (Town Clerk) & Miss Atkinson (RFO)

25. ACCEPTANCE, OR OTHERWISE OF APOLOGIES

Apologies were submitted by Cllr Ing. No apologies were received from Cllr Stenson.

Resolved – That the submitted apologies be accepted.

26. DECLARATIONS OF INTEREST

Resolved – None declared.

27. RESOURCES COMMITTEE MEETING – 03 NOVEMBER 2025 – MINUTES

Resolved – That the minutes of the meeting on the 03 November 2025 be approved as a true record.

28. BUDGET MONITORING REPORTS

Received – Reports on the income and expenditure activity of the Council from 01 October to 30 November 2025.

Resolved – That the information be received and noted.

29. BUDGET 2026-27 – FINAL REPORT

Received – Final Budget recommendations 2026/27 (Appendix A)

Resolved – (a) That the information is received and noted; (b) That the overall budget and consequent precept recommendation be made to Full Council meeting on 19 January 2026; and (c) That any budgetary alterations post this meeting will be referred at full council

30. WOODLEIGH

- The emergency lighting across the building has been repaired.
- The work on the windows on the ground floor has been carried out.
- Work has begun with DCC to extend the councils lease to 2040.

Resolved – That the information is received and noted.

Appendix A

BARNARD CASTLE TOWN COUNCIL RESOURCES COMMITTEE – 5 JANUARY 2026

BUDGET 2026/27 – FINAL REPORT

1. Introduction

- 1.1 Following consideration of the draft 2026/27 budget carried out at the Resources Committee meeting on 03 November, Services Committee on 01 December and Partnership Committee on 15 December 2025, this report considers the 2026/27 budget as a whole to enable recommendations to be formulated at this meeting, including the recommended precept figure, and presented to the full Council meeting scheduled for 19 January 2026.

2. Items Deferred from Previous Meetings

- 2.1 Due to confirmation of information being awaited, the following items were deferred for consideration at this meeting.

Co Durham Association/SLCC/NALC (101)

- This allocation covers membership of the County Durham Association of Local Councils and the National Association of Local Councils. Both subscriptions are intertwined, and one cannot be paid without the other.
- The membership fee for each element is set each year and multiplied by the most recent electoral figures available.
- The 2026/27 fee is 24.1p per elector made up of 15.5p for CDALC and 8.6p for NALC.
- 2019 electoral figure of 4,416 has been used to calculate the fee.
- The SLCC annual figure for 2025/26 is £360

Resolved – £1,064 (CDALC/NALC) & £360 (SLCC) Total- £1,424 (increase of £46)

3. The following items have been resolved by the Services and Partnership Committees, at their meetings on 01 & 15 December for recommendation to Resources and full council.

Community Events (354)

That the budgetary bid for community events be £7,220

Christmas Lighting (221)

That the Christmas Lighting budget be set at £8,475

Play Areas (231)

That the Play Area budget be set at £2,995 and will incorporate only the costs of the regular play area inspections, and an amount for small maintenance costs.

Grounds Maintenance (311)

That the Grounds Maintenance budget be set at £23,344 which will include grass cutting, floral displays (summer/winter) improvements to current areas & watering/weeding services.

3. 4 Income – Fees and Charges

4. 4.1 The following income items are set by existing agreements or proposed by the relevant committees:

Play Areas

- (a) Tens Field - £100 – no change; and
- (b) Gate Licence Fee - zero – no change.

Allotments (per plot)

- (a) 2026/27 – the allotment plot rental already determined - £48/£30 – no change;
- (b) 2027/28 - £48/£30– No increase; and
- (c) Gross income 2026/27 - £4,042

Mini Golf – 2026 season

- (a) £3 per round for all users – no change;
- (b) £9 group ticket (up to four players – saving £3) – no change;
- (c) £15 loyalty ticket (7 rounds bought in advance) – no change;
- (d) £1 lost ball – no change;
- (e) £6 damaged club – no change; and
- (f) Gross income - £11,000

Woodleigh Charges - Dawson Room Hire Charges (per hour – min 2 hours)

- (a) Community - £12.50 – no change;
- (b) Repeat Community - £10 – no change;
- (c) Commercial - £20 – no change;
- (d) Commercial Refreshments £1.20 per head (Inc. VAT) – new charge; and
- (d) Gross income - £600.

Woodleigh, Scar Top & Demesnes Charges

- (a) Electricity (performance area) charged at the prevailing metered rate (New);
- (b) Commercial use (other than by a community, voluntary or not-for-profit group) - £50; and
- (c) Scar Top Banner Frame commercial booking (other than by a community, voluntary or not-for-profit group) £50.
- (d) Gross income - £250 *pro tem*.
- (e) Dog Agility licence - £40

Wednesday Market

- (a) Standard Pitch (0-6m) - £12 – no change;
- (b) Large Pitch (6-10m) - £18 – no change;
- (c) Additional metre (or part) beyond 10m - £2 – no change;
- (d) Charity Pitch - £0 – no change; and
- (e) Gross income - £8,000.

5. Budget Proposal Summary

A budgetary schedule is attached as **Appendix A** to this report and details the 2026/27 recommendations compared to a base of 2025/26. Set out in the table below is a more detailed breakdown.

Cost Centre	Recommendation
Council Administration (101)	See below
Training (101)	£200
Audit Fees (101)	£1,550
Bank Charges (101)	£400
Replacement IT & Software (101)	£650
Insurance (101)	£2,843
Subscriptions (101) SLCC/CDALC	£1,424
Stationary & Office Goods inc consumables (101)	£420
Accounts Software Packages (101)	£1,439
IT & Maintenance support (101)	£2,104
Postage/publications/eye tests (101)	£100
Professional fees & Charges (101)	£350
Financial Donations	£nil
Total	£11,480
Central Support Svcs	£136,533
Woodleigh Operational Expenditure (106)	See below
Office Rent (106)	£9,102
Business Rates/Water Rates (106)	£988
Electricity/Gas (106)	£11,330
Repairs/maintenance (106)	£434
Planned/preventative maintenance (106)	£1,200
Telephone/broadband (106)	£897
Service Level Agreement (106)	£2,142
Cleaning (106)	£1,630
Supplies (106)	£150
Total	£27,873
Elections (104)	£1,000
Chains of Office (105)	£50
Castle & Market floodlighting (321)	£500
Defibrillator (110)	£225
Allotments (201) (self-financing)	£4,042
Mini Golf (211) (self-financing)	£11,000
Wednesday Market (self-financing)	£8,000
Christmas Lights (221)	£8,475
Play Areas (231)	£2,995

Cost Centre	Recommendation
Grounds Maintenance (311)	£23,344
Dog Fouling	£500
Bede Road Bus Shelter (342)	£50
Community Events (354)	£7,220
Market Place Public Toilets (501)	£ 6,386

5. 6. Factors taken into Consideration

6. 6.1 To date, there is £39,749 in the earmarked reserve funds (**Appendix B**).

6.2 The council tax base upon which the precept is calculated is 1898.6 for 2026/27, an increase of 3.9 on the 2025/26 tax base. The Local Council Tax Reduction Scheme (LCTRS) grant payable to the council for the 2026/27 financial year will be NIL due to the council tax base increase. It is expected that the LCTRS grant payments to town and parish councils will cease entirely in 2026/27 in order to assist Durham County Council in meeting significant budget challenges.

7. Conclusion

Savings have been made in the areas that can be controlled by the council through good financial management. The increases in utilities, insurance and contracted services have been made in line with the non-pay inflation 3% approved in November.

7. The council Central Support Services costs have increased in line with the agreed 4%.

8. As can be seen from **Appendix A**, if all the budgetary items are approved as shown, the total 2026/27 demand on Durham County Council would be **£221,121** being the Precept. This would result in an increase of 11% on 2025/26 and amounting to **£9.70p** a month on a Band D property (+96p on 25/26). The increase is due largely to the loss of rental income.

9. All recommendations from this meeting, including the recommended Precept and overall budget, are for onward transmission to the Council meeting scheduled for 19 January 2026. Durham County Council has confirmed that the Precept Notification Date is Friday 23 January 2026.

10. Recommendation – Members' views are requested on all of the above, such that an overall budget and consequent precept recommendation may be made to Full Council meeting on 19 January 2026.

Appendix A

Cost Centre	Budget 2025/26 £	Budget 2026/27 £
101 Council Administration	12,396	11,480
102 Central Support Svcs	131,153	136,533
101 Mayoral Allowances	NIL	NIL
104 Elections	1,000	1,000
105 Chains of Office	50	50
106 Woodleigh operational	27,476	27,873
110 Defibrillator	225	225

201	Allotments	4,027	4,042
211	Mini Golf	11,000	11,000
221	Christmas Lights	8,475	8,475
231	Play Areas	2,995	2,995
291	Wednesday Market	8,000	8,000
311	Ground Maintenance	22,660	23,344
321	Castle & Market Floodlighting	636	500
331	War Memorials	NIL	NIL
342	Bede Road Bus Shelter	50	50
354	Community Events	9,100	7,220
404	Wayfinding Units	NIL	NIL
501	Market Place Public Toilets	6,200	6,386
321	Dog Fouling	500	500
Total		245,943	249,673
Income			
1.	Fees and charges (recreation)	15,127	15,142
2.	Fees and charges (other)	8,850	8,850
3.	Woodleigh Rental	9,880	1,560
4.	Bank interest	3,000	3,000
5.	Precept	209,086	221,121
6.	LCTRS	NIL	NIL
		245,983	249,673

Ear Marked Reserves

War Memorials	1500.00
Bouch Way PA	10863.29
Allotment Improvements	8031.00
PA Future Repair & Future Provision	1235.00
BC Playing Fields	900.00
Mini Golf	3312.00
Elections	6434.61
Grounds Maintenance	5123.00
Replacement of IT & Software	1700.00
Total	39749.70

BARNARD CASTLE TOWN COUNCIL RESOURCES COMMITTEE – 9 MARCH 2026 BUDGET MONITORING REPORTS

1. Introduction

- 1.1 This report outlines budget activity for the 2025/26 financial year for the period 01 December 2025 to 31 January 2026.

2. Data

- 2.1 Budget monitoring information is presented relating to payments and receipts in the period from 01 December 2025 to 31 January 2026 and Income & Expenditure relating to the same period. There are two appendices detailing:
- Payments from the current/reserve account – **Appendix A**;
 - Receipts to the current/reserve account – **Appendix B**
- 2.2 Significant net expenditure items (over £500) were:
- Reaction Fireworks - £4,100.00 – Fireworks
 - Vortex Lighting - £715.00 – Lighting hire
 - Evans Bespoke Builds - £1,920.00 – Wall rebuild
 - DCC - £523.25 – Insurance recharge
 - Christmas Plus - £775.00 – Control unit repair
 - Christmas Plus - £4,951.00 – Installation of display
 - Barrier TM Ltd - £1,108.30 – Road closure
 - Engie - £584.98 - Gas supply charge
 - Durham County Council - £2,000.00 – Rent, Woodleigh
 - JD Wearmouth - £800.00 – Watering charge
 - Engie - £726.27 – Gas supply charge
 - BHP Law - £600.00 – Legal fees
- 2.3 Significant receipts (over £500) were:
- HMRC - £5,065.14 – VAT Repay Q3
- 2.4 In line with point 2b of the Financial Regulations 2025/26 verification of bank reconciliations and bank statements for all the town council's accounts is carried out following each quarter. Reconciliation of the third quarter was carried out on 02 March by Chair of the Resources Committee, Cllr I Kirkbride.

3. Recommendation

- 3.1 That the information be received and noted.

Claire Atkinson
RFO

Date: 02/03/2026

Barnard Castle Town Council Current Year

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Time: 15:08

Cashbook 1

User: C.ATKINSON

Current/Reserve Account

Payments made between 01/12/2025 and 31/01/2026

Nominal Ledger Analysis									
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
02/12/2025	Cash	106425	88.89			4102	101	6.98	Batteries
						4102	359	2.70	Milk
						4102	320	2.50	Cable Ties
						4074	106	13.90	Keys Cut
						4102	106	1.99	Bin Liners
						4074	201	1.45	Tap Washers
						4074	201	2.90	Tap Washers
						4102	211	8.01	Petrol
						4074	106	1.50	Starters for Lights
						4102	211	6.29	Oil
						4102	201	2.50	Cable Ties
						4102	106	4.09	Sundries
						4102	106	2.49	Toilet Cleaner
						4102	291	10.59	Demarcation Tape
						4102	360	18.71	Christmas Decs
						4102	106	2.29	Dustpan
03/12/2025	G & H Fletcher	202512001	450.00			4050	101	450.00	Internal Audit Fee
03/12/2025	Reaction Fireworks	202512002	4,920.00		820.00	4313	221	4,100.00	Firework Display
03/12/2025	Staff Reimbursement	202512003	23.97			4313	360	23.97	Christmas Decorations
04/12/2025	Maitland Agency	DDR	36.00		6.00	4058	101	30.00	Core Hosting
05/12/2025	Barclays	AUTO	17.14			4006	101	17.14	Commission Charges
09/12/2025	Wel Medical Ltd	DR	75.18		12.53	4102	110	62.65	Electrode Pads
10/12/2025	Amazon	DR	10.28		1.71	4075	101	8.57	Monitor stand
11/12/2025	Vortex Lighting	202512006	858.00		143.00	4313	221	715.00	Lighting hire
11/12/2025	Simon Baldwin	202512007	33.00			4087	106	33.00	Window Cleaning
11/12/2025	John Cullerton & Sons Ltd	202512010	97.50		16.25	4074	221	81.25	Replace faulty parts
11/12/2025	Staff Reimbursement	202512011	20.00			4081	101	20.00	Eye Test
11/12/2025	Staff Reimbursement	202512012	124.20			4060	101	124.20	Travel Costs
11/12/2025	Blackwell Heating & Plumbing	202512013	80.00		13.33	4074	106	66.67	Engineer call out
11/12/2025	Blackwell Heating & Plumbing	202512014	176.00		29.33	4074	106	146.67	Thermostat Control
11/12/2025	Blackwell Heating & Plumbing	202512015	49.00		8.17	4074	106	40.83	Engineer call out
11/12/2025	Blackwell Heating & Plumbing	202512016	80.00		13.33	4074	106	66.67	Call out for radiators not op
11/12/2025	Blackwell Heating & Plumbing	202512016	-80.00		-13.33	4074	106	-66.67	Inputting error
11/12/2025	Blackwell Heating & Plumbing	202512016	80.00		13.33	4074	106	66.67	Engineer call out - rads
11/12/2025	Evans Bespoke Builds	202512017	2,304.00		384.00	4074	311	1,920.00	Take down & Rebuild Wall
						345		-1,920.00	Take down & Rebuild Wall
						6000	311	1,920.00	Take down & Rebuild Wall
Subtotal Carried Forward:			9,443.16	0.00	1,447.65			7,995.51	

02/03/2026

Barnard Castle Town Council Current Year

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15:09

Cashbook 1

User: C.ATKINSON

Current/Reserve Account

Receipts received between 01/12/2025 and 31/01/2026

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 03/12/2025	168.00						
102146	Market Rents	168.00			1000	291	168.00	Rents - 03/12
	Banked: 10/12/2025	78.00						
102147	Market Rents	78.00			1000	291	78.00	Rents - 10/12
	Banked: 11/12/2025	30,000.00						
CA	The Public Sector Deposit Fund	30,000.00			203		30,000.00	Management of Funds
	Banked: 17/12/2025	138.00						
102148	Market Rents	138.00			1000	291	138.00	Rents - 17/12
	Banked: 01/01/2026	144.00						
102152	Market Rents	144.00			1000	291	144.00	Rents 28/01
	Banked: 07/01/2026	120.00						
102149	Market Rents	120.00			1000	291	120.00	Rents 07/01
	Banked: 14/01/2026	156.00						
102150	Market Rents	156.00			1000	291	156.00	Retns 14/01
	Banked: 21/01/2026	25,000.00						
CA	The Public Sector Deposit Fund	25,000.00			203		25,000.00	Management of Funds
	Banked: 21/01/2026	138.00						
101251	Market Rents	138.00			1000	291	138.00	Rents 21/01
	Banked: 30/01/2026	5,065.14						
AUTO	HMRC	5,065.14			105		5,065.14	VAT Repay - Q3
Total Receipts:		61,007.14	0.00	0.00			61,007.14	

**Barnard Castle Town Council
Financial Donations
Application**

1. Name of business /Organisation/Group/Club

Police

2. Contact Details:

Name Emma State

Position Police Community Support Officer

Address Wilson Street, Barnard Castle

.....

Postcode DL12 8JU

Telephone

Email emma.state@durham.police.uk

(Please refer to the attached Terms of Reference for the Financial Donations prior completing the form).

3. Reasons for applying to the Fund for support – please give details of specific items and costs for consideration (attaching any quotes):

These funds would be to support an event called RTC Awareness Days, this day was made following a spate of RTC's involving young person's either as passengers or drivers. This event is attended by the students from 3 local secondary schools/sixth form. Funding is to help support schools with transport to the station and to purchase vehicles for the live demonstration which takes place at the end of the event, where the students see a real-time demonstration of someone getting extracted from it.

4. How much funding are you asking to be considered for?

£100

5. If we are unable to fund your request in full how will any shortfall be met?

The aim would be to get it from the PCC.

6. Any other information you wish to supply to support your application.

This day has been appreciated by all the schools involved, they say the day seems to be very impactful. All students are well engaged during the event, ask questions and get involved with examining certain equipment. The event is to inform young people of the dangers of careless driving, driving with passenger when so inexperienced and the realistic injury outcome of having accidents without wearing a seat belt, having your feet up on the dashboard and crashing at excess speed.

Please enclose with your application – audited accounts, constitution and declaration as per Financial Donations Policy.

Privacy Statement

Barnard Castle Town Council will hold and process your personal data only for the purposes of administering the Financial Donations Policy and will not pass personal data to any other organisation unless that organisation has a statutory right to it.

Consent

I agree that I have read and understand Barnard Castle Town Council's Privacy Statement. I agree by signing below that the council may process my personal information for processing the application, providing information and corresponding with me.

I agree that Barnard Castle Town Council can keep my contact information data for an undisclosed time or until I request its removal.

I have the right to request modification on the information that you keep on record.

I have the right to withdraw my consent and request that my details are removed from your database, at or after the termination of our service agreement.

Signed 

Name Emma State

Position PCSO

Date 18/02/2026

Please return to:

Martin Clark
Town Clerk
Barnard Castle Town Council
Woodleigh, Flatts Road
Barnard Castle
DL12 8AA Email: clerk@barnardcastletowncouncil.gov.uk



Barnard Castle Town Council

Barnard Castle Town Council Financial Donations Application

1. Name of business /Organisation/Group/Club

BARNARD CASTLE MEET LTD.

2. Contact Details:

Name MARTYN MAUGHAN

Position CHAIR

Address 27 BEDF RD

BARNARD CASTLE

CO. DURHAM

Postcode DL12 8HB

Telephone 07827 814759

Email martyn.maughan@yahoo.co.uk / Barnardcastlemeet@gmail

(Please refer to the attached Terms of Reference for the Financial Donations prior completing the form).

3. Reasons for applying to the Fund for support – please give details of specific items and costs for consideration (attaching any quotes):

BARNARD CASTLE MEET costs about £33,000 to run, and this year major costs that we have quotes for are, First Aid @ £960, Security @ £2,452.58, Marquee @ £1,674, Toilets £624 and Insurance £1,680. We request a contribution towards these costs.

4. How much funding are you asking to be considered for?

£500 - £1,000

5. If we are unable to fund your request in full how will any shortfall be met?

Reserves which are set aside, for future events. Especially

6. Any other information you wish to supply to support your application.

These yearly costs are significant but we feel this is one of the town's significant community events each year, and as such would welcome a

if we have an especially bad year due to adverse weather. Without reserves Barnard Meet may not continue, since its inception in 1885

Please enclose with your application – audited accounts, constitution and declaration as per Financial Donations Policy.

Privacy Statement

Barnard Castle Town Council will hold and process your personal data only for the purposes of administering the Financial Donations Policy and will not pass personal data to any other

a town council contribution

organisation unless that organisation has a statutory right to it.

Consent

I agree that I have read and understand Barnard Castle Town Council's Privacy Statement. I agree by signing below that the council may process my personal information for processing the application, providing information and corresponding with me.

I agree that Barnard Castle Town Council can keep my contact information data for an undisclosed time or until I request its removal.

I have the right to request modification on the information that you keep on record.

I have the right to withdraw my consent and request that my details are removed from your database, at or after the termination of our service agreement.

Signed 

Name THOMAS MARTIN MAUGHAN

Position CHAIR, BARNARD CASTLE MEET

Date 25/02/26

Please return to:

Martin Clark
Town Clerk
Barnard Castle Town Council
Woodleigh, Flatts Road
Barnard Castle
DL12 8AA Email: clerk@barnardcastletowncouncil.gov.uk



Barnard Castle Town Council

Financial Donations Policy 2025-2026

Document Control	
Version Number:	V3.0
Adopted on:	
To Be Reviewed by:	Jan 2026

1. Barnard Castle Town Council may budget each year (using the provisions of The General Power of Competence (Localism Act 2011) whilst remaining eligible) a sum of money for donations to organisations and activities which contribute constructively to the life and wellbeing of Barnard Castle and benefit some or all of the people of the town. The donations are limited and only made available to those organisations which can demonstrate a need for assistance. In 2025/26 the relevant budget is £500.
2. The Financial Donations Policy criteria are as follows:-
 - (a) Applications will only be accepted from charitable, voluntary and/or non-profit-making organisations.
 - (b) Applications from individuals will not be considered under this policy.
 - (c) Applications from national or regional organisations will be considered, provided that their activities relate in some way to Barnard Castle and are of direct benefit to all or some of its inhabitants.
 - (d) Retrospective applications will not be considered.
 - (e) Applications for specific projects or purchases of equipment will be particularly favoured but applications regarding general support needs will also be considered.
 - (f) Applicants should submit:
 - an application form (explaining fully the reasons for the application), itemising any other support, either confirmed or promised,
 - an audited or inspected set of accounts (which should be as up-to-date as possible),
 - its constitution and a declaration that two signatures are required to approve expenditure or obtain other finance,
 - income and expenditure details, if in relation to any specific project.
 - (g) Other than in exceptional circumstances, applications will be considered at three **Partnership Committee** meetings during the year, i.e. the meetings in July, October and February.
 - (h) All decisions by the **Partnership Committee** will be made under delegated powers, and ratified at the next **Full Council** meeting.
 - (i) All applications (with full documentation as in (f) above) should be submitted at least one month in advance of the relevant Partnership Committee meeting.
 - (j) There are no official upper or lower limits as to the size of the donations given to any organisation.

- (k) Organisations are restricted to one application in any one financial year. The history of applications in previous years will be considered as part of the decision-making process.
- (l) Any positive donation decision does not set a precedent for the future.
- (m) If an organisation dissolves or a particular project does not go ahead, it is expected that the donation will be returned.
- (n) Organisations will be requested to supply (if practical) information as to how the donation was used.
- (o) The policy will be advertised widely throughout Barnard Castle by use of noticeboards, the Council's website etc.
- (p) An annual review of this policy will be carried out by the **Resources Committee**.