

Mayors Benevolent Fund Constitution & Guidance Notes

2018/19

CLAUSE 1. The object for which the Mayors Benevolent Fund (hereinafter referred to as the Fund) is established to support the needs of organisations / groups in the Borough of Stockton-on- Tees in particular by

- a) The provision of funds to enable selected groups to enjoy a better quality of life.
- b) The provision of funds to enable organisations / groups to undertake activities that they would otherwise be unable to do.

CLAUSE 2. Trusteeship of the Fund is to be vested in the persons in the posts of Mayor, Assistant Director of Administration, Democratic and Electoral Services and Team Leader for Democratic Services, Civic & Member Support.

CLAUSE 3. Monies are to be distributed in accordance with the fund criteria as follows;

- Organisations or groups applying to the fund will be required to demonstrate their need for financial assistance.
- The fund will provide monies to enhance quality of life in the borough of Stockton-on-Tees.
- The fund will provide monies to organisations / groups in the borough of Stockton-on-Tees to enable them to undertake activities that they would otherwise be unable to do so
- The maximum application is £250
- The Mayors decision will be final regarding allocation of the fund.

CLAUSE 4. The Mayor will be advised by the Trustees (a minimum of two trustees) to enable the appropriate allocation of the fund.

CLAUSE 5. Applications to the fund will be considered on a quarterly basis unless an urgent application arises, and each application will be considered on its merits. It will be a requirement that each successful applicant provides a brief report plus proof of expenditure by the 31st March 2019.

CLAUSE 6. The withdrawal of monies from the Fund is to bear two signatures.

CLAUSE 7. Any provision contained in this constitution may be amended.

CLAUSE 8. Dissolution of the Fund is to be by the order of the Director of Law & Democracy, after payment of any outstanding commitments residual monies are to be donated to one or more similar charities.

CLAUSE 9. The fund will be audited by Stockton-on-Tees Borough Council accountancy service.