

NPG-10558

Neighbourhood Planning <neighbourhoodplanning@groundwork.org.uk>

Mon 10/12/2018, 14:38

To: a195abt@hotmail.com <a195abt@hotmail.com>

Dear Martin,

Thank you for your query regarding the grant funds. As advised groundwork have previously made an error transferring the grant funds into the Milton Neighbourhood Planning Forum business account and it has been picked up this financial year. We have been doing a diligence check on all neighbourhood forums and unfortunately Milton Neighbourhood Planning Forum has been highlighted for not having a business number or charity number albeit we have transferred the funds. This has been Groundworks error and I can only apology for this inconvenience caused.

Please see the guidelines below which outline unincorporated groups:

If you are unincorporated we will be unable to pay the grant directly to you, but will be able to pay the money to a nominated accountable body on your behalf. Please see additional information from the applicant guidance notes below:

*"If you are a Town/Parish council, or an incorporated Neighbourhood Forum with a bank account with two signatories, you can receive the funding directly into your account.*

*If you are a prospective/unincorporated Neighbourhood Forum (a Neighbourhood Forum that does not have a separate legal status), you will need to nominate an incorporated organisation/charity to hold the grant on your behalf. You will need to provide details of this organisation and their bank details when you accept the terms of the grant and they will need to agree to hold the grant on your behalf.*

*If you are an incorporated Neighbourhood Forum, and you do not have a bank account (with two named signatories), you will need to open one in your organisation's name or nominate an incorporated organisation/charity to hold the funds on your behalf. You will need to provide details of this organisation and their bank details when you accept the terms of the grant and they will need to agree to hold the grant on your behalf.*

*Incorporated organisations have a separate legal status, such as Company Limited by Guarantee, Community Interest Company (CIC), Industrial & Provident Society, Charitably Incorporated Organisation etc. If you are unsure whether your neighbourhood forum or nominated fund holding organisation is a company limited by guarantee, please check using the Companies House Web Check Tool. If it is incorporated it will be listed on this website. Further information can also be found on the Charity Commission website.*

*Please note that we do not encourage neighbourhood forums to incorporate just in order to hold the grant. This will normally incur legal and financial costs such as audit fees."*

Please let me know as soon as possible how you would like to proceed. Thanks.

Kind Regards  
Raj Sian  
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Groundwork UK  
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