

Clerk to the Council: Emma Fulham

Goods Yard House

Edenbridge Road, Hartfield, TN7 4JG

01342 822404

parishclerk@hartfieldonline.com

9th February 2021.

To Whom It May Concern

**Reference: Hartfield Parish Council Grants.**

**Grants:** The Parish Council will be awarding annual grants again this year upon written request, and has allocated in the budget an amount for grants. If there is a specific item or project that your organisation is struggling to finance, please write to me by **9th April 2021,** using the enclosed application form. Please also enclose a copy of your latest set of accounts. The Parish Council consider all the grant requests together, so please try to ensure that your request is made by this date. If, however, you feel that you have sufficient funds to meet your requirements, please be assured that the funds will be allocated to those organisations that urgently need them.

**Annual Parish Meeting:** The Parish Council will be deciding on how to facilitate an annual meeting in 2021 in light of Covid – virtual or postponed in due course. A report on activities for your organisation is always welcome to support the grant application and we may look to combine these for wider distribution in the absence of the physical meeting. Please ensure any reports are sent electronically to me by 9th April 2021.

I hope that you will be able to attend and everyone will be welcome.

Many thanks.

Yours Sincerely

Emma Fulham

Clerk to Hartfield Parish Council.

Enc.