

AGREEMENT relating to New Homes Bonus (Parish Allocations) 2021/22

Plaistow and Ifold Parish Council

THIS AGREEMENT is made on the twenty third day of September 2021

BETWEEN:

- (1) **THE DISTRICT COUNCIL OF CHICHESTER** of East Pallant House, 1 East Pallant Chichester West Sussex (“the Council”) and
- (2) **THE PARISH COUNCIL of PLAISTOW AND IFOLD** Acting by Miss Catherine Nutting, Clerk to Plaistow and Ifold Parish Council, 23 Nell Ball, Plaistow, West Sussex (“the Parish”)

1. At a special meeting of the Grants and Concessions Panel held on 15th September 2021, the Council considered a number of applications made for New Homes Bonus (Parish Allocations), including one project (NHB26/21) submitted by the Parish, a copy of which is annexed hereto.
2. The Council approved the application and has agreed to make available to the Parish the sum of £2,158 specifically for the above project. The Parish must comply with the following conditions:
 - 2.1.1 to act as responsible banker for the project and payments by the Council will only be made to the Parish and no other organisation.
 - 2.1.2 to obtain all necessary authorities for the expenditure of the New Homes Bonus (Parish Allocation)
 - 2.1.3 exercise proper due diligence in order to achieve best value for money, probity and a duty of care before releasing any monies to a third party or the direct payment of any invoices.
 - 2.1.4 to use the New Homes Bonus (Parish Allocation) only for the purpose given unless a variation is agreed by the Council. Any proposed change of purpose from that which was set out in the project originally submitted to the Council must be immediately reported to the Council. Unless and until any variations to the project are approved in writing by the Council, which may require further consideration by the Grants and Concessions Panel, no monies shall be expended on the project by the Parish (unless otherwise agreed in writing). If approval is not given to the variation the Council reserves the right to request the return of monies already forwarded to the Parish.
 - 2.1.5 monies shall be expended within three years from the date of this agreement. Any monies which have not been spent by the end of that period shall immediately be returned to the Council upon expiry of the third year including any VAT recovered where applicable.
 - 2.1.6 to monitor the project and any on-going release of monies in order to ensure the anticipated outcomes are achieved.

2.1.7 to provide a report to the Council when requested to do so, which shall provide information regarding the expenditure of the New Homes Bonus (Parish Allocation) and the progress of the project and an explanation of how the anticipated outcomes of the project have been achieved. Receipts and invoices should be retained for inspection by the Council.

3 The Parish hereby covenants with the Council that it will comply with the terms of the grant of the New Homes Bonus (Parish Allocation) set out in paragraph 2 above.

IN WITNESS whereof the parties have hereunto set their hands the day and year first before written.

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Signed on behalf of Chichester District Council
David Hyland, Community Engagement Manager

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Signed on behalf of Plaistow and Ifold Parish Council
Catherine Nutting, Parish Clerk